



Minutes of the Meeting of Great Notley Parish Council Held on Monday 10th January 2022 at the Community Centre Great Notley

Meeting commenced at 7.30pm

Present: Councillors Griffin (Chair) Butland, Crawford, Cunningham, Pritchard, Ricci, Sheppard and the Clerk

No members of the public were present

Councillor Griffin welcomed everyone to the meeting and advised that Councillor Hagger has resigned from the Parish Council. The Clerk will undertake the formalities in advertising the casual vacancy.

22/01: Apologies

None.

22/02: Declarations of Interests

Councillor Ricci declared a non-pecuniary interest as a member of Braintree District Council and as a member of the planning committee of that authority.

Councillor Butland declared a non-pecuniary interest as a member of Braintree District Council and as a member of Essex County Council and also a member of the Transport East board.

Councillor Cunningham declared a non-pecuniary interest as a member of Braintree District Council and as a member of Essex County Council.

22/03: To consider and approve Minutes of the Meeting held on 6th December 2021

The minutes of the meeting held on 6th December 2021 were **agreed** by Councillors as a correct record and signed by the Chair.

22/04: Public Question Time

No members of the public were present but due to the current Covid situation residents had been invited to raise any questions via email. The following questions had been asked –

Further to the Police attending a meeting last year a resident had commented that he did not consider that the situation regarding cars racing on the A131 had improved and he had witnessed crowds gathering on the bypass to watch the racing cars. The Clerk had approached the Police and reports seem to fall between the Chelmsford and Braintree areas to deal with on an ad hoc basis. Councillors requested that the Clerk raise the issue with the Police Fire and

Crime commissioner as there does not appear to be a strategy to deal with this ongoing problem. Depending on the response Councillor Ricci can also raise the issue with the Safety Partnership.

A resident had asked that lighting is installed at the RAFT to enable it to be used during the evening. Councillors asked that this is added to a future agenda to discuss.

A resident had asked that bollards be erected outside the Co-op. There is an issue in that Braintree District Council own the land and Essex County Council must consent to installations in the vicinity of the highway. No approaches or support has been received from the Co-op store so Councillors do not require the issue to be put on a future agenda for the time being.

It was noted that complaints had been received that the magazine is out of date by the time of publication. The issue will be added to the next agenda so both the content and production of the magazine may be discussed.

22/05: Reports

22/05.1 Report from County Councillor

Councillor Butland reported that he had sent today an email about the Essex County Councillor Levelling up strategy for Councillors to read.

In relation to Highway matters, he confirmed that following the rejection of the application for the speed limit at White Court to be reduced to 20mph he had approached Essex County Council and raised the fact that all surrounding development is or will be 20mph. There is an indication that if the Parish Council is willing to make a financial contribution the application can be considered. The total cost is estimated to be £5,000.00. Councillors asked that the issue is put on a future agenda for consideration.

Regarding Panner's roundabout on the A131, Councillor Butland has taken up the issue of repair of street furniture and also the issue of the 'warning pedestrians' sign. The issue has been referred to Councillor Lee Scott the cabinet member for highways and he hopes to receive a response soon.

Essex County Council has agreed to carry out the speed survey at the locations requested by the Parish Council and it is expected that this will be undertaken shortly.

Councillor Butland will chase up a response to the issue of preventing pedestrians using the bridge guard at the Panners humpback bridge as opposed to the pavement.

22/05.2 Report from District Councillor

Councillors Cunningham and Ricci reported that Braintree District Council is currently undertaking its budget setting process.

22/05.3 Reports from Councillors attending external meetings

Councillor Crawford advised that the Patient Participation Group at the surgery is due to hold its annual meeting to which patients are invited and he will obtain information to enable the meeting to be publicized to residents on the Facebook group. He will also attend the meeting.

22/06: Parish Clerk's Report

The Clerk reported as follows –

1. I have attended the following external meetings –
 - 14th December – Transport East consultation event online
 - 16th December – BDC Clerk's forum online
2. I have asked BDC for an update on the issues of their request to residents to remove obtrusive white fencing along Great Notley Avenue and various electrical equipment behind Bluebells and await a response.

Councillors Cunningham and Ricci will take up the issues with BDC.

3. In relation to the review of streetlights and bins, reports are still awaited.

Councillors agreed to complete their schedules.

4. I passed a resident's complaint regarding a broken gate by the ponds at Great Notley Avenue to Braintree District Council who have now repaired it.
5. Finally, I am listing some matters where no action is required by the Parish Council but where a response is awaited from others.

Issue	First raised
Transfer of land between developers and Braintree District Council – <i>agreement reached between BDC and Countryside Properties regarding land to be transferred and commuted sum. Only outstanding issue is the future of the Unity Hand sculpture</i>	May 2012
Parish Council application for a 'warning pedestrians sign on A131 adjacent to Astronomer pub. AS Local Highway Panel rejected application for a formal crossing the original sign application has been restarted and is awaiting validation.	January 2015
Tree Strategy for the Parish – await Braintree District Council – updated report expected late 2021	July 2019
Application for 20mph speed limit within White Court section of the Parish – as Parish Council request was rejected, Councillor Butland has submitted a further application – response awaited from LHP.	July 2020
Further work at Panner's Bridge to prevent pedestrians using bridge guard – awaiting response from Essex Highways	January 2021
Planning enforcement case 27 Cuckoo Way – following the installation of artificial grass the matter is in the hands of the BDC legal department as it has been noted that vehicles are parked on the area from time to time	January 2021

Complaints in relation to light pollution at the Gridserve site – BDC is seeking a report from and independent lighting expert and planning condition remains unresolved.	February 2021
Replacement of Memorial Tree – await BDC	July 2021
Application for a Speed survey at Bridge End Lane – awaiting result from Local Highway Panel	October 2021

It was noted that the current tree officer is leaving BDC so there will be a delay with the tree strategy. Also, as a couple of Councillors have asked for assistance with the email functionality the Clerk will provide some guidance to them on Zoom. The report was otherwise **accepted**.

22/07: Financial report

22/07.1 Bank Reconciliation

The bank reconciliation statement calculated to 31 December 2021 was **noted**.

22/07.2 Payments for approval

The following payments were **approved** –

Direct Debits

9/12/21	BT internet and phone	72.61
16/12/21	RAC Allstar fuel	120.02
23/12/21	Lloyds card	
	Batteries	8.59
	Zoom	14.39
	Glowsticks	49.55
	One drive	1.99
	Increased storage for email	15.99
	Chocolates for Christmas event	20.65
	Fee for card	<u>3.00</u> 114.16
31/12/21	bank charges	26.70

Online payments 22nd December 2021

Salaries		3,870.63
Senior litter picker	Van wash	30.00
HMRC	Tax and NI	747.46
Essex Pension Fund	Pension contributions	966.34

NGCA	Hall hire	11.00
Paul Clark Printing	Carol song booklets	60.00
EALC	Foundation award fee	96.00
Marks Tey Radio	PA system for Carol event	216.00
Richard Edwards	external payroll	122.40
Perspective Landscapes	Grass cutting	264.00
Eon	Electricity supply for streetlights	117.81
DW Maintenance	erection and removal of flags	81.00
Mortimer Contracts Ltd.	Various play area repairs	1,158.00
Seagrave Inspections	Quarterly play area inspection	135.60
Chelmsford Safety	PPE and litter picking equipment	174.28
D Rowley	First Aid provision at Carol event	100.00
A&J Lighting	Street light repair	180.54

22/07.3 To receive quarterly report

The quarterly report calculated to 31 December 2021 was presented and **accepted**.

22/07.4 To consider and approve the budget for financial year 2022 – 2023

The final draft of the budget which keeps the band D payment at the same amount as the current financial year was considered and discussed. Councillor Ricci proposed that it be approved. This was seconded by Councillor Pritchard and **agreed** by all Councillors. The Chairman signed the precept form to enable that to be processed.

22/08: Substantive Matters for consideration

22/08.1 To consider the issue of provision of allotments in the Parish

The Clerk has received a plan from Braintree District Council to enable her to submit a form to Anglian Water to obtain an initial quotation for the provision of water for the site. The plan is not in accordance with previous discussions so will need to be updated prior to any legal documentation being provided.

22/08.2 To consider quarterly play area issues

22/08.2.1 To consider play area inspection

The content of the latest play area inspection was **noted**.

22/08.2.2 To consider quotations to replace bike springer

Three quotations were provided for the replacement of the springer. The design and material of the proposed springers were considered as well as the price. It was considered that the springer in the quote from Sutcliffe play was of a sturdy metal design and would be a like for like replacement for the existing springer which is a popular piece of equipment at the site. It was therefore **agreed** to accept the quotation from Sutcliffe play.

22/08.3 To consider representations in relation to the Transport East Consultation

Councillors noted that the strategy includes proposals to financially support proposals to improve the A12, A120 and Braintree branch line improvements plus for the future M11 junction 8 and a sustainable access package to Stansted airport. Councillors **agreed to support** the strategy.

22/08.4 To consider representations in relation to Braintree District Council waste collection dates

The Clerk had received a number of complaints including on Facebook in relation to the gap in time between collections over the Christmas period and accumulated waste. Councillor Butland explained that this had been due to extra waste generated by working from home and Christmas itself, staff absence and the lack of availability of agency staff. He will ask Braintree District Council to provide a fuller explanation for sharing on the Facebook page for residents. Also the visit by the dustcart scheduled for 29th January to be highlighted.

22/08.5 To review Christmas event

Councillors considered that the event was well received and successful. Formal letters of thanks to be sent to all those who contributed to the organisation of the event and the Clerk was thanked for co-ordinating it. It was agreed to host the event again next year. It was agreed to consider the provision of more lighting maybe by way of camping lights and to look into planting a Christmas tree. It is understood that the Queen's canopy project and the Woodland Trust may provide free trees. The issue to be considered on a future agenda.

22/09 Planning applications, Tree Preservation Orders and other planning matters

22/09.1 New Applications within the Parish

Councillor Ricci vacated the room for this agenda item

Application No.	Application	Response
21/03462/ELD	Springett, Queenborough Lane, Braintree - Application for a Certificate of Lawfulness for an existing use - Confirmation that 3No. recreational outbuildings have been used ancillary to the dwellinghouse for 10+ years	No comments
21/03673/T56	Windermere Drive, Great Notley - The installation of a 16m high column with 6 No. antenna. Installation of 4 no. equipment cabinets and associated ancillary development thereto	Councillors considered the application and also the responses and comments from residents. It was agreed to object to the application on the basis that the location is not appropriate as it is next to the Hospital Memorial and in a residential area. Also, the visual impact will be detrimental to a landscaped area. There are other more industrial areas locally that could accommodate such a development.

Councillor Ricci returned to the room

22/09.2 To note results of planning applications

The following results were **noted**

Application No.	Application	Result
21/03136/ADV	The Toby Carvery, Notley Cross, Braintree - Installation of: - 2 x illuminated post-mounted signs, - 2 x No. back-lit menu cases, - 1 x aluminium panel, and - 3 x set of vinyl letters applied to existing canopy	granted
21/03048/HH	3 The Chase, Great Notley - Demolition of existing conservatory and erection of new part single part two storey rear extension	Refused
21/03325/TPO	8 Coniston Close, Great Notley – work to tree covered by Tree Preservation Order	granted
21/03326/TPO	9 Crummock Close, Great Notley – work to tree covered by Tree Preservation Order	granted

22/09.3 To consider representations in relation to latest consultation in relation to the Braintree District Council Local Plan

It was noted that there are no changes to the allocations and the consultation relates to wording within the allocation document. **Agreed no comments.**

22/10 To consider meeting dates for 2022 and any matters to be raised for next agenda

In view of the current high rates of Covid it was agreed to cancel the February meeting but to possibly host a Zoom 'surgery' event for the public. In relation to any planning applications, it was noted that the Clerk is able to utilise delegated powers in relation to any planning applications between now and the March meeting.

Meeting concluded at 8.37pm

DRAFT