



**Minutes of the Meeting of Great Notley Parish Council Held on Monday 9<sup>th</sup> January 2023 at the Community Centre Great Notley**

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Meeting commenced at 7.30pm

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

3 members of the public were present

**23/01: Apologies**

Received from Councillors Crawford, Cunningham and Ricci.

**23/02: Declarations of Interests**

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

**23/03: To consider and approve Minutes of the Meeting of 5<sup>th</sup> December 2022**

The minutes of the meeting held on 5<sup>th</sup> December were **agreed** by Councillors as a correct record and signed by the Chair.

**23/04: Public Question Time**

A member of the public spoke about his concerns relating to organised street racing on the A131 and in particular the response from the Police. Councillor Butland confirmed that he has written to the Police Fire and Crime Commissioner, plus he has been in contact with the legal department of Braintree District Council to investigate the possibility of the implementation of a Public Space Protection order by that authority which will probably need to be undertaken in collaboration with Chelmsford City Council as much of the racing fall into their area. The CEO of Braintree District Council will be raising the matter with BJ Harrington, who is the Chief Constable of Essex police and Councillor Butland will also raise it with Claire Talbot and senior officer for north Essex. This update has also been made available on the Facebook page.

**23/05: Reports**

**23/05.1 Report from County Councillor**

Councillor Butland has posted an update on the plans to repair potholes on the Facebook page and in the post asked if residents were aware of any other potholes requiring attention and two responses have been received.

### 23/05.2 Report from District Councillor

Councillor Butland confirmed that Braintree District Council is working on its budget for the next financial year and is looking to retain the current level of service. One proposal is to make a charge for green bin collections which would then take place throughout the year and those that do not require it such as those who live in flats would not have to pay which would produce a substantial cost saving.

### 23/05.3 Reports from Councillors attending external meetings

None.

### 23/06: Parish Clerk's Report

The Clerk reported as follows –

1. The deep clean of hedges was delayed by the weather but is due to be carried out shortly.

*Councillor asked the Clerk to check when the work will be carried out.*

2. The Church will be hosting Community 360 at their warm spaces coffee morning on 10<sup>th</sup> January 2023.

*It was noted that the event has been postponed until 24<sup>th</sup> January 2023.*

3. The replacement Christmas tree was erected and decorated on 18<sup>th</sup> December and the NGCA hosted the pantomime and a carols around the tree event. Unfortunately, there has been vandalism with a number of tree decorations broken but the litter team has cleared up the damage.

4. The Grant from the Braintree District Council Councillor Fund has been received which covers the cost of the purchase of the Christmas tree and Memorial Tree. I will now make arrangements for the Memorial Tree to be planted.

5. The Parish Council has been awarded Quality status in the Local Council Award scheme.

*Councillors thanked the Clerk for the work involved in attaining this award.*

6. The work to the tree in the Levens Way play area will be carried out shortly.

7. I have received a number of complaints regarding organised car racing on the A131 and have directed the complainants to the Police.

8. 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 – Signage recommended for	January 2015

funding in financial year 2022 – 2023 at an estimated cost of £5,000	
Tree Strategy for the Parish – await Braintree District Council tree officer	July 2019
Application for 20mph speed limit within White Court section of the Parish –feasibility to be undertaken and current listed in the ‘awaiting funding’ list of the LHP	July 2020
Local Highway Panel application for tactile paving at Bridge End Lane – application submitted to LHP and currently in validation	June 2022
Rewilding scheme – await more information from BDC in 2023/4	October 2022
Tree Warden – voluntary position continues to be advertised	September 2022
ECC member led pothole programme – issues reported and response awaited from ECC	October 2022
Application to the North Essex Parking Partnership for parking restrictions at the bottom of Cuckoo Way and junction with Wood Way – submitted in November and on hold pending survey response	November 2022

The report was otherwise **accepted**.

**23/07: To note committee reports**

The draft minutes of the Personnel Committee meeting held on 5<sup>th</sup> December 2022 were **noted**.

**23/08: Financial report**

**23/08.1 Bank Reconciliation**

The bank reconciliation statement calculated to 31<sup>st</sup> December 2022 was **accepted**.

**23/08.2 Payments for approval**

The following payments were **approved** –

**Direct Debits**

9/12/22	BT phone and internet	78.20
16/12/22	RAC Allstar Fuel	62.35
23/12/22	Lloyds credit card	
	Viking Stationary	35.94
	Hamper	50.00
	Batteries	11.25
	Shredding	16.00
	Zoom	14.39

	One Drive	1.99	
	Online storage	15.99	
	Van insurance	49.15	
	Monthly fee	<u>3.00</u>	197.71
30/12/22	bank charges		0.30
31/12/22	bank charges		25.80

### Online payments made on 20<sup>th</sup> December 2022

Salaries			4,670.30
Senior litter picker	Expenses – van wash		30.00
Clerk	expenses		77.99
HMRC	tax and NI		1,157.07
Essex Pension fund	pension contributions		1,275.84
NGCA	hall hire		11.00
Seagrave Inspections	Play area inspections		144.00
Chelmsford Safety	PPE		50.46

### 23/08.3 To consider Quarterly financial report

The Quarterly financial report was **accepted**.

### 23/08.4 To consider purchase of new salt spreading machine

It was **agreed** to purchase the new salt spreading machine as the previous machine has broken. The issue of gritting routes and salt bins to be considered on a future agenda.

### 23/09: Substantive Matters for consideration

#### 23/09.1 To consider the issue of provision of allotments in the Parish

The next online meeting with Braintree District Council will be taking place on 20<sup>th</sup> January 2023.

#### 23/09.2 To consider representations in relation to the recent cost cutting measures proposed by Braintree District Council regarding services and agency payments

The proposals effecting this Parish will be a reduction in the sum paid by the District Council to the Parish Council as a contribution to litter picking, a

reduction in the number of verge cuts and the bin collection schedule only being published online. Councillors agreed that the bin collection schedule could be included in the Parish magazine but had no other comments.

**23/09.3 To consider the draft of the budget for financial year 2023 – 2024**

The draft budget was considered. Councillor Griffin proposed that the budget is accepted and that the precept demand is submitted in the sum of £110,407. This was seconded by Councillor Pritchard and **agreed** by all Councillors.

**23/09.4 To receive update on the issue of an electric van**

Braintree District Council is carrying out a review of its fleet and is happy to share its report with the Parish Council. The report is awaited.

**23/09.5 To receive update regarding application to the North Essex Parking Partnership for parking restrictions at Cuckoo Way**

The Parking partnership had stated that for the proposals for a time enforced red route on Cuckoo Way and junction protection at Cuckoo Way/Wood Way to be progressed, it would require 75% support from residents in an area set out by them being the area impacted by the proposals which comprises 25 houses. The survey remains open until next Monday and at present ten residents have responded. No action to be taken by the Parish Council but the Clerk will report back on the outcome of the survey upon its closure.

**23/09.6 To consider update of emergency plan**

No changes to the plan other than to update the confidential appendix with current contact numbers.

**23/09.7 To consider issues in relation to distribution of the Great Notley Times magazine**

The response from Royal Mail regarding issues relating to the distribution of the magazine was noted and it was agreed to arrange hand delivery of the magazines to the residents of Cut Hedge as Royal Mail is no longer including delivery to that area.

**23/09.8 To consider response to Braintree Future Transport Strategy**

The consultation was considered and it was agreed to respond that to curtail short journeys initiatives such as Digigo should travel from Great Notley to Braintree Freeport as the bus from the town centre no longer runs and the only way to reach it is by car.

**23/09.9 To consider events that the Parish Council will host during 2023**

It was agreed that the Parish Council will continue to host the annual service of Remembrance and the Scouts will be asked to assist with the moving of the equipment. Regarding the Christmas event, it was agreed that the tree will only be lit with lights and not decorated due to vandalism this year and due to lack of volunteers, the NGCA and WINGS will be approached to see if they are willing to organise the carols event in 2023. Community engagement generally will be considered after the May election.

### **23/09.10 To consider steps to promote the Parish Council election in May 2023**

The Clerk was asked to promote the election with an article in the Parish magazine, on the website and Facebook which should include the opportunity to speak to an existing Councillor.

### **23/09.11 To consider training needs for 2023**

It was **agreed** to book 2 members of the litter team onto the playground inspection course in May and one member of the team on the first aid course in October.

### **23/10: Planning applications, Tree Preservation Orders and other planning matters**

#### **23/10.1 New Planning Applications**

<b>Application No.</b>	<b>Application</b>	<b>Response</b>
22/01912/FUL	The Community Centre, Notley Green, Great Notley - Installation of 3 air conditioning condenser units	<b>No Comments</b>
22/03319/HH	82 Skiddaw Close, Great Notley - Erection of two-storey front & rear extensions and external fenestration changes	<b>No Comments</b>
22/00002/MAS	Strategic area 7 Great leighs – masterplan update	<b>No Comments</b>
22/03359/HH	18 Long Meadow, Great Notley - Single storey side extension and two storey rear extension	<b>No Comments</b>
22/03402/REM	Land rear of Gilda Terrace, Rayne Road, Braintree - Application for the approval of reserved matters (in respect of layout, scale, appearance and landscaping) for 120 dwellings pursuant to outline planning permission 18/01065/OUT granted 27/7/21 for residential development (C3) for up to 120 dwellings with all matters reserved except access and the demolition of nos. 27 and 29 Gilda Terrace	<b>No Comments</b>

**23/06.2 To note results of planning applications**

The following results were **noted** -

<b>Application No.</b>	<b>Application</b>	<b>Result</b>
22/02413/FUL	Springfield,192 London Road, Great Notley - Demolition of existing dwelling and erection of 1 x two-storey 5-bedroom dwellinghouse with detached two-bay garage	<b>Granted</b>

**23/07: To consider any matters to be raised for next agenda**

None.

Meeting concluded at 8.45pm

DRAFT