



**Minutes of the Meeting of Great Notley Parish Council held on 16th
October 2023 at the Community Centre Great Notley**

Meeting commenced at 7.30pm

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

Also present were 6 Members of the Public, PC James Draper and 6
Project Staff from The Marshgate Group

23/98: Apologies

Apologies were received from Councillors Cunningham, Crawford, Cogswell &
Sheppard and these were accepted by the Council.

23/99: Declarations of Interests

Councillor Butland declared an interest in all matters relating to Braintree
District Council and Essex County Council. Councillor Ricci declared an
interest in all matters relating to Braintree District Council and Planning.

**23/100: To consider and approve Minutes of the Meeting of 4th September
2023**

The minutes of the meeting held on 4th September 2023 were **agreed** by
Councillors as a correct record and signed by the Chairman.

23/101: Public Question Time

The Chairman informed attending guests that each group had an allocated 5
minutes to discuss their matters with the Council and then invited the groups to
speak in order of arrival.

*101.1: The Marshgate Group Project Staff re Horizon 120 (Phase 2); Richard
Clews and David Warburton*

The Projects Team attended the meeting to present plans for the second phase
of the Horizon 120 Development to the Parish Council. The first, successful
delivery of the first phase was referenced and details of the second phase were
summarised for Councillors. It is proposed that the second phase will be
comparable in size and quality to phase 1 and will be modern, low-carbon &
fully sustainable. It is intended that the site will be well connected to services
and a rights of way network. The highest rating of EPC ('Energy Performance
Certificate') – EPC A+ will be aimed for. The intended site will provide many
additional benefits to Braintree, including attracting new business. A survey
suggests that it may add an additional 2% of traffic to Galleys Corner/Marks

Farm interchange, which is a negligible figure in terms of traffic pressures. Overall, the feedback received from the first phase has been positive. Councillors were then invited to respond or present questions for the team.

Councillor Ricci declined to comment due to a conflict in planning matters.

Councillor Butland referenced the career opportunities to local residents and questioned whether the land is designated as employment. The Marshgate Group confirmed that it needs to be allocated as such and will be. A higher level and quality of Employers will be attracted to the site, compared to elsewhere in Braintree. The second phase should offer new walks as public rights of way are developed. It is expected that the housing market will not be adversely impacted by the increase in demand for jobs within the locality.

Councillor Pritchard commented that he was pleasantly surprised with how well executed phase 1 was.

101.2: 4 Members of the Public spoke re the Roadways Sale at Auction including Derwent Way [relating to agenda item 23/107]

The attending Members of Public raised considerable concerns relating to the recent attempts to sell several roadways via auction. Roads included Derwent Way, Ellen Way, Gilpin Way, Buttermere, Langdale and Skiddaw Close. Braintree District Council has not adopted the roadways and it remains unclear who is the current owner. The likelihood is that Wimpey Homes – the developer – remains the owner. Both attempted sales have since been withdrawn and concern is growing.

Councillors reassured the Members of the Public that they ought not to be duly concerned at this stage. It is unlikely that toll charges or similar disruptions will be introduced. The roadways are not commercially viable and are, therefore, of little interest to most parties. There is no available land on which to build. Surrounding roads within the village have experienced similar anomalies with Countryside; pockets of green grass have been left with unidentifiable owners and unadopted by the District Council. Councillor Butland offered his assurance that he will investigate the matter with Essex Highways and a definitive answer will be sought. 1 Member of the Public gave his consent for the Clerk to pass on his email address to Councillor Butland so that he may be contacted.

Action: Councillor Butland

101.3: 2 Members of the Public spoke re illegal racing & noise disturbance

The two Members of the Public attended following previous contact with the Clerk concerning the illegal racing on the A131 and the associated noise disturbance. The Chairman invited the attending Police Officer to respond. PC Draper advised that the illegal racing remains an ongoing issue, compounded by the fact that the Racecourse is on the boundary of Chelmsford and subject to another jurisdiction. Unfortunately, the A131 is a desirable location for racing due to its design and it will always attract illegal racers. The Members of the

Public stated that it has had a negative effect on their sleep and their lives. Many reports have been made by them to the Police and others, without much success. The Members of the Public did acknowledge that the illegal meets at Tesco seemed to have ended. The possibility of decibel cameras was raised and PC Draper advised that in some areas they are used and it could be that some are installed in the future. Sadly, a lack of resources from time to time means that there will be spikes in racing and other anti-social behaviour. Police Operations such as VADAR are in effect and do produce positive results on clamping down, with various powers used where they can. PC Draper emphasised the need for residents to continue to report any problems as and when they occur, as it assists with the building of intelligence and stats.

23/102: Police Community Engagement

Item taken in discussion with 101.3 above.

23/103: Reports

23/103.1: Report from County Councillor

A lot of pot holes have been filled in, which were nominated by the Member-led Pothole Scheme.

An item to note is the Local Government Boundary Commission has announced a new County Council Division for local government elections. Proposals have been put forward which, if accepted, will mean that Great Notley is no longer part of Three Fields etc and will instead be placed with Black Notley, which is more appropriate. Decisions will be finalised mid-February 2024, for elections in 2025, and Parish Councils are invited to comment.

Also of importance, Essex County Council, Southend-on-Sea and Thurrock Council, devolved with Government, have agreed to work toward a level 2 devolution deal, which will involve creating a new Greater Essex Combined Authority.

23/103.2: Report from District Councillor

A new grant scheme called 'The Rural Prosperity Fund' has opened, which will encourage small businesses within rural areas to grow and develop, and applications are welcomed. Community-led repair workshops could also be set up to encourage the restoration and re-use of ineffective items. This may be of particular interest to the Notley Green Community Association.

23/103.3: Reports from Councillors attending External Meetings

The Chairman reported on a Local Climate Engagement meeting that she recently attended virtually. The intention appeared to be source opinions from communities on a broad range of issues, mostly climate change.

23/104: Parish Clerk's Report

The Clerk reported as follows -

1. Following my complaint to Royal Mail's 'Door to Door' for their poor service in June 2023, the Parish Council has now received a £50 refund in acknowledgement that there were some failures.
2. I recently attended a Budgets & Precept Course with EALC, which I hope will help the drafting of our 2024/25 budget and precept.

3. I am also due to undertake Council Finance training, again with EALC, which should equip me with some techniques and the knowledge to prepare accounts accordingly.
4. Some issues have been detected with the licence application for the replacement of the white gates at Bridge End Lane; I am working closely with our Chairman and Essex Highways to attempt to resolve these.
5. I am pleased to report that GDPR training via Teams has been booked for 30th October and all Councillors are invited to take part. A Teams link will follow.
6. A resident asked that I inform you of their reservations with the proposed planning application 23/02086/FUL, which I have done via email to all Councillors. I refer to it here again for completeness.
7. Following our last meeting, Councillor Sheppard provided me with the details of various street signs within the Parish which require attention. These have been reported to BDC. The few wooden fences which require attention have also been reported to Highways via the online portal.
8. Finally, I am listing some ongoing 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 funding in financial year 2022 – 2023 at an estimated cost of £5,000	January 2015
Tree Strategy for the Parish – await Braintree District Council – detailed response expected summer 2023	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 – Installation of tactile paving, visibility improvements and replacement of the barrier with a bollard is investigated as a package of works for detailed design and works commission. Estimated funding £16,000.00	June 2022
Rewilding scheme – await more information from BDC in 2023/4	October 2022
Tree Warden – voluntary position continues to be advertised	September 2022

Report on electric vehicles – awaited from Braintree District Council	October 2022
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The report was **accepted**.

23/105: Financial Report

23/105.1: Bank Reconciliation

The bank reconciliation calculated to 13th October 2023 was **accepted**.

23/105.2: Payments for Approval

Councillor Pritchard proposed to approve the payments, which was seconded by Councillor Butland and the following payments were **approved** –

23/105.2 Payments for approval

Direct debits

14/08/23	RAC Allstar fuel card	51.34
25/09/23	Lloyds Card	
	APlan Insurance	59.64 (Admin Fee)
	Amazon	52.35 (Printer Ink)
	Tesco	5.00 (Clerk Stationery)
	One Drive	1.99
	DVLA	322.50 (Van Tax)
	Monthly fee	<u>3.00</u> 441.48

Online Payments September 2023

Salaries		4,378.68
Clerk	Expenses	10.00
Essex Pension fund	Pension Contributions	877.13
Perspective Landscapes	Grass Cutting (14 th & 26 th July)	144.00
PKF Littlejohn LLP	External Audit Fee	504.00
HMRC Cumbernauld	Tax and NI Contributions*	889.14

Payments to be made in October 2023

Npower	Electricity	221.10
Community Heartbeat	Defib Annual Support	198.00
Richard Edwards Group	Payroll Services	169.20
NGCA	Hall Hire	11.00
Perspective Landscapes	Grass Cutting (9 th & 23 rd Aug)	144.00
Perspective Landscapes	Grass Cutting (8 th & 22 nd Sept)	144.00
Braintree District Council	Election Costs	70.05
Myers Scott Ltd	Website Hosting Charges	121.66
Seagrave Inspection Services Ltd	Operational Inspection Report	156.00
Clerk	Expenses	19.18
Senior Litter Team	Expenses (Van Clean)	30.00
Royal Mail Door to Door	Door to Door Delivery (GNT)	328.67
Mark's Tey Radio	Hire of PA System (Remembrance Sunday)	252.00
Royal British Legion	Wreaths (Remembrance Sunday)	80.00
Howdens (formerly A Plan)	Van Insurance Renewal	872.07**

*Delayed payment for August Contributions – was awaiting signatory authorisation so payment for August left the account in September. Two payments expected in October for HMRC: September & October contributions.

** With Axa – this represents an increase of £135.57 for the year (which includes the two additional charges added to the policy for 2022/23). Policy has a £150 excess, compared with £450 excess on last year.

23/106: Latest Proposals from the District Council for Allotments

Councillor Ricci confirmed that he has been in talks with the District Council. It is acknowledged that this is taking a long time and is becoming frustrating for all concerned. The latest four proposed sites are deemed unsuitable for use. The Chairman referred to Councillor Crawford's summary of the District Council's

legal duty in his absence and said we need to continue to remind the District Council of its promise to provide land when the village was first developed.

23/107: Derwent Way, Roadways Sale

This item was taken during Public Question Time, as above.

23/108: Operational Report from Seagrave Inspection and Update from Councillor Crawford

The report is near identical to the annual one received in the Summer. Some nominal repairs will be necessary but not yet and these should be budgeted for. A report of priority was produced by Councillor Crawford during his most recent weekly inspection and this will be accounted for when the budget is agreed.

23/109: Remembrance Sunday 2023

Planning is well underway and the action list agreed. The service has been promoted on the Parish Council's Facebook page and website. Posters have been printed for the four notice boards. Councillors in attendance agreed to help with the organisation on the day. A Choir will also sing, courtesy of Notley Green Primary School. Councillor Cunningham consented via email to collect and return the PA system. Councillor Ricci confirmed that Councillor Cunningham had arranged the red plastic borders used last year and that we should use the same this year. Councillor Ricci agreed to supply a 100 metre, 13amp extension lead for the Choir and the Clerk confirmed she will contact the same gentleman used for Veteran Soldiers.

Action: Councillors Cunningham, Ricci and the Clerk

23/110: Parish Council Meeting Dates for 2024

Check against the District Council meeting dates for 2024. Agreed, subject to clashing.

23/111: Planning applications, Tree Preservation Orders and other planning matters

23/111.1: New Applications within the Parish

None.

The Hatfield Peveral Neighbourhood Plan Consultation and application 23/02086/FUL were noted.

23/111.2: To note results of planning applications

The following results were noted -

Application No.	Application	Result
23/01818/SCR	Land West of Horizon 120 Phase 2 Horizon Boulevard Great Notley	Pending consideration

	Braintree Essex (carried over from last agenda)	
23/01622/PLD	35 Skiddaw Close – single storey rear extension	Granted
23/01745/ADV	Stonemasons At Bridge Farm London Road - Installation of a freestanding sign	Granted
23/01959/TPO	Snowdrops London Road - Notice of intent to carry out works to trees protected by Tree Preservation Order 08/2011-G2- Reduce lower branches of oak tree by up to 2 metres to reinstate the original shape of the tree.	Granted
23/01915/PLD	7 Bridge End Lane – Construction of double doorway to rear elevation	Granted
23/01960/HH	7 Notley Green - Single storey side and rear extension	Granted
23/01995/ADV	2 The Square Notley Green - Installation of: 1 no. internally illuminated fascia sign and 1 no. internally illuminated projecting sign	Granted
23/01951/FUL	300 Avenue West Skyline 120 Great Notley - Single storey side extension to provide additional canteen seating	Granted
23/01952/FUL	810 - 830 Avenue West Skyline 120 Great Notley - Replacement of existing windows with new front entrance doors. Replacement of existing front entrance doors with new window & spandrel panel. Installation of two new windows.	Granted

23/02104/TPO	<p>14 Derwent Way - Notice of intent to carry out works to tree protected by Tree Preservation Order 10/10</p> <p>1 Lime Tree -All epicormic growth at the base of the tree to be cut back to ground/stem.</p> <p>A 3 m stem clean/crown lift. To include all 5 multistems.</p> <p>1.5-2 m crown reduction. 1.5 m on the property/driveway side using previous pruning points as a guide, and 2 m over the rest of the canopy including height.</p> <p>10% crown clean/thin of branches up to and including 25 mm in diameter.</p> <p>All reduced to suitable points in line with good arboricultural practice.</p>	Granted
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23/112: Matters to be raised for next meeting

None.

23/113: Chairman to close the meeting

The meeting was closed at 9pm.