

The minutes of the Parish Council Meeting



The Council met at 7.30 pm on **Monday 11th March 2019** in The Parish Hall, Great Baddow. Councillor Mrs J Sosin chaired the meeting.

Present: Councillors Mrs J Sosin, A Sosin, Mrs C Shaw, Mrs V Sadowsky, P Sadowsky, K Ronaldson, Mrs D Ronaldson, K Liley and Mrs V Chiswell

In Attendance: The Clerk of the Council and Deputy Clerk
Chelmsford City Cllr Mrs G Smith
Mr Whalley, The Environmental Group
Two Members of the Public

The Chairman welcomed those in attendance and read out a statement with regard to the recording and filming of council meetings.

703/18Public Announcements

There were no public announcements.

704/18Apologies for Absence

Apologies for absence were received and accepted from Cllrs G Jarvis, T Miller, Mrs M Miller and Mrs S Young

705/18Declaration of Interests

There were no declarations of Disclosable Pecuniary Interests, Other Pecuniary Interests or Registered Non Pecuniary Interests.

706/18Minutes of the Council Meeting – 11th February 2019

The minutes of the Council meeting held on 11th February 2019 were signed as a true statement. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw.

707/18Public Question Time

The Chairman invited any questions from those in attendance, and a number of concerns were raised by the members of the public relating to the work currently being carried out by The Environmental Group both on Luxfield and on the adjoining piece of land. It was reported that a large amount of bramble, blackthorn and small saplings had been cut back, and trees had been lopped. This has resulted in stumps measuring 3" to 5" high being left in the ground, which could be a trip hazard, particularly in the coming months when they will be obscured by new grass. Concern was also raised about the increased access that is now available due to the enlarged entrance area formed by the clearance. A car owner is already using this area regularly to bring dogs for exercise in Luxfield, and motor bikes have also returned to the area. Cllr Mrs C Shaw confirmed that the Parish Council

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is also concerned about unauthorised entry, and had not consented to any further clearance.

Mr Whalley confirmed that TEG are following the Parish Council instructions in Luxfield and have only cut back the bramble on that part of the land, and have not carried out any additional work to widen the entrance. Additional work has been carried out on the adjoining land. Whilst every effort was made to cut all the stumps down to ground level, it was noted that some are remaining, and these will be attended to.

With the approval of the meeting, Cllr Mrs J Sosin proposed that Agenda Item 11, Luxfield, should be brought forward.


Cllr Mrs J Sosin reminded the meeting that the Parish Council had previously stated that cuttings should be chipped and removed from the site rather than burnt, and for this reason TEG should not be setting fires. Mr Whalley replied that no fires had taken place on Council owned land, but it had been necessary to burn the large amount of blackthorn cuttings and this had been carried out on the adjoining land.

After further discussion it was agreed:

- To consider placing a log barrier in the Vicarage Lane entrance to reduce the width, and so prohibit entry by cars and motor bikes.
- To write to TEG to give clear instruction on the work that can be carried out on the Parish Council's land, and to propose that any work carried out on the adjoining land would require the permission of the land owner.
- To obtaining advice on whether a notice can be placed on a tree in Luxfield, as this may be in the green belt.

This matter will be discussed further at the Grounds Committee Meeting on 25th March 2019.

708/18 Clerk's Report

1. **Bus Shelter MALDON ROAD AT FIRESTATION** 
The Clerk is still waiting for Chelmsford City Council to confirm that they have carried out their site visit and that work can proceed. Cllr A Sosin enquired whether consultation had taken place with the local residents, and the Clerk replied that this would be carried out once approval has been received.
2. **Child Protection Policy**
This will be on the agenda for the next Council meeting in April.
3. **Baddow Hall School Railings**
The Clerk has sent an email to Jon Simmons confirming that the Parish Council is in support of the project.
4. **Library Consultation**
The Clerk and Cllr Mrs C Shaw have completed the online survey on behalf of the Parish Council. Cllr Mrs C Shaw reported that due to the large response received



to the consultation, an extraordinary meeting is to be held tomorrow, 12th March, and she will be attending.

5. **Park and Ride Consultation**

The Clerk has completed the questionnaire.

709/18Correspondence

1. Letter from Meadgate Church regarding the change of use of the grant that was awarded to them in May 2018. It was agreed that the proposed change of remit did not substantially alter the aims of the project and the grant should be used for the revised proposals.
2. Letter from a resident concerning the parking in Meadgate Avenue. Cllr A Sosin proposed that the resident should be provided with the criteria used for approaching the South Essex Parking Partnership and advised that assistance can be requested from the Parish Council. This was agreed.
3. Letter from Chelmsford City Council regarding the 'Love Where You Live' campaign. It was proposed by Cllr A Sosin that the following two areas should be submitted for work as part of the Parish Cleansing Days:
 1. Clearance of leaves and debris from the left hand side of the Bringy Footpath running from Church Street to Hall Close *AND CUT BACK OVERHANGING BUSHES.*
 2. Litter picking in the cul de sac area at the Howe Green exit from the Southend Road A114/A130 junction.

It was agreed to submit these schemes for inclusion in the scheme.

4. Email from Essex County Council concerning attendance at the transport meeting. It was agreed to forward the name of Cllr K Liley as the current representative but to note that this could be subject to change.
5. Email from a resident regarding work carried out in the footpath between Lime Walk and Honey Close. It was agreed that the resident should be thanked for bringing this matter to the Parish Council's attention, and asked to contact Chelmsford City Council to provide details about this work.

710/18Reports of the Planning Committee 18th February 2019 and 4th March 2019

The reports of the Planning Committee of 18th February and 4th March 2019 were presented to the Council by Cllr A Sosin and signed as a true statement by Cllr Mrs J Sosin.

711/18Report of the Finance and General Purposes Committee 4th March 2019.

The report of the Finance and General Purposes Committee of 4th March 2019 was presented to the Council by Cllr Mrs C Shaw, proposed by Cllr Mrs C Shaw, and seconded by Cllr A Sosin.

712/18Report of the Highways and Amenities Committee 18th February 2019.

The report of the Highways and Amenities Committee of 18th February 2019 was presented to the Council by Cllr K Liley, proposed by Cllr K Liley, and seconded by Cllr A Sosin with the following amendment to Item 682/18, fourth bullet point, first line, the name 'Cllr Mrs V Chiswell' to be deleted and replaced by 'Cllr Mrs V Sadowsky'.



713/18Parish Hall Stage Floor

Following the damage to the stage floor at the beginning of February, when one of the boards was broken, the Clerk had circulated three quotations prior to the meeting for either a partial or complete replacement of the floor boards. After some discussion, it was proposed by Cllr A Sosin, and seconded by Cllr K Liley, that a partial replacement should take place of the boards that are showing damage, and wear and tear, on the right hand side of the stage. The proposal was amended by Cllr Mrs D Ronaldson who proposed that a complete replacement of the stage floor should be approved, this was seconded by Cllr Mrs V Chiswell. A vote was taken on the amendment, with the result of 7 in favour and 2 against. It was agreed that the quotation from LD Services should be accepted for the replacement of the complete stage floor.

714/18Cemetery Toilets

The Clerk had circulated a report prior to the meeting setting out the evidence of both woodworm and asbestos in the cemetery toilet/workshop building. The presence of asbestos was reported by a woodworm specialist who had visited the site to provide a quotation for the treatment of the wood in the building. An Inspection Report was also circulated containing a quotation for the removal of the asbestos, which would need to be carried out prior to the treatment of the woodworm. It was proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw that the asbestos should be removed, with the costs to be met from reserves. This was agreed unanimously.

715/18Memorial to Peter

The Clerk had circulated prior to the meeting information regarding various types of memorials that could be installed in the cemetery as a memorial to the former Grounds Manager, Peter Jeffrey. The options were discussed and it was agreed to proceed with the installation of a Tri Atlas Pillar, to be located at the back of the cemetery close to the top of the cemetery road. An inscription in memory of the Grounds Manager will be placed around the base of the pillar, and the wording of this will be agreed between staff and councilors. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw with costs to be met from funds already set aside in the budget. This was agreed unanimously.

716/18Matters for Information

- Cllr Mrs C Shaw enquired whether any progress had been made on the installation of the defibrillator in the Vineyards. The Clerk replied that she had not been contacted recently, and the matter will be chased.
- Cllr A Sosin reported on the Neighbourhood Action Panel and noted that Police Specials have been patrolling in Great Baddow.
- Cllr Mrs V Sadowsky informed the meeting that she would be initiating discussions later in the year about the establishment of Great Baddow as a Dementia Friendly Community.
- The Clerk informed the meeting that she had been in contact with the Parish Council's insurers following the damage to the tennis court gate and fencing.

- Cllr Mrs J Sosin reported that a resident had attended the Council surgery last Saturday morning to bring attention to the unreliability of the buses, having waited an hour, on several occasions, for a bus that did not arrive. Additional problems are being caused by buses that use different routes on outward and return journeys. Information was given about the Community Transport service, but this does need to be booked in advance and is not suitable for unplanned journeys.

ACTION TO WRITE TO 1ST BUS TO ENQUIRE ABOUT THE SERVICE.

717/18 Private and Confidential

It was resolved that the meeting would be closed to the public and press under the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted in the following items. Proposed by Cllr Mrs J Sosin and seconded by Cllr Mrs C Shaw. This was agreed unanimously.

718/18 Staffing Update

The Clerk gave an update to the meeting on staffing matters relating to the Grounds staff and Weekday/Weekend Games Attendants. The situation is being monitored and a report will be made to the next meeting of the Organisation Methods and Personnel Committee on 15th April 2019.

719/18 Bowls Club Lease

The Clerk reported that both leases, relating to the land for the club house and to the maintenance of the green, are now being concluded by the Parish Council's solicitor prior to final circulation. Cllr A Sosin queried the responsibility for the paths and asked the Clerk to clarify this matter.

720/18 Cemetery Tender

Cllrs K Ronaldson and P Sadowsky reported on the interviews that they had attended with the three contractors obtaining the highest ranking scores following the tender process. It was proposed by Cllr P Sadowsky and seconded by Cllr K Ronaldson that the tender from Amelio should be accepted. This was agreed unanimously. It was also proposed by Cllr A Sosin and seconded by Cllr K Ronaldson that a consultant from Cemetery Development Services should be appointed to act as Clerk of Works, and the associated costs should be investigated and reported back to the next meeting.

721/18 Cricket Wicket Maintenance

The Clerk reported on the current situation with regard to maintenance of the cricket pitch, and agreed to draft a letter for consideration at the next Council meeting, with regard to the work of the contractor.

There being no other business, the meeting was closed at 9.54 pm

Signed..... *J. C. Sosin* Chairman..... *8th April 2019* Date