

REPORT OF THE PARISH COUNCIL TO THE VILLAGE CONFERENCE
TO BE HELD AT THE BELL CENTRE, GREAT BADDOW ON
THURSDAY 26TH APRIL 2018

This Council is pleased to make an Annual Report for the year 2017/2018. This is the 124th Anniversary of the formation of the Council.

GREAT BADDOW PARISH COUNCIL

The last elections were held in May 2015 and the next elections will be in May 2019. The present Council is constituted as follows:

Baddow Road Ward

Veronica Sadowsky
Jonathan Fuller
Val Chiswell

Village Ward

Chris Shaw
Diana Ronaldson
Andrew Sosin
Keith Ronaldson
Keith Liley

Rothmans Ward

Jannetta Sosin
Maureen Miller
Trevor Miller
Sue Young
Gordon Jarvis

Despite another year of staffing changes, restricted budgets and falling income, the Parish Council has worked extremely hard to maintain its high standards across all its services.

MEETINGS – Full Council Meetings are held on the second Monday evening in the month (except August when it is the first Monday) at 7.30pm in Committee Room 1 of the Parish Hall, Maldon Road, Great Baddow. Other Committee meetings also take place normally on Mondays at 7.30pm or 8.00pm. Any member of the public may attend Council and Committee meetings. Agendas for all meetings are now posted on the website and on the notice boards in the parish on the Wednesday before the meeting and a list of future dates can be found in the Great Baddow Times, on the website and on the noticeboards.

The Parish Council has always encouraged members of the public to attend the meetings and there is a time allocated to enable members of the public to address councillors and ask questions or make statements. Further details can be obtained from the Clerk of the Council or can be found on the website at www.greatbaddowparishcouncil.co.uk

CHAIRMAN OF THE COUNCIL – Councillor Mrs J Sosin

VICE CHAIRMAN OF THE COUNCIL – Councillor Mrs C Shaw

COMMITTEES

FINANCE AND GENERAL PURPOSES

Councillor Mrs C Shaw – Chairman

HIGHWAYS AND AMENITIES

Councillor K Liley – Chairman

ORGANISATION, METHODS AND PERSONNEL

Councillor Mrs S Young – Chairman

GROUNDS AND ALLOTMENTS

Councillor Mrs S Young – Chairman

PLANNING

Councillor A Sosin - Chairman

PARISH HALL AND BELL CENTRE

Councillor Mrs V Chiswell – Chairman

The Parish Council is also represented on The Great Baddow Parochial Charities.

ADMINISTRATION

The office is open from 10.00 am to 1.00 pm from Monday to Friday and on one Saturday morning a month, immediately prior to the monthly Council meeting day. The Clerk will be pleased to talk to members of the public about parish matters during these times or at any time outside these hours, by appointment.

The office telephone number is 01245 472937 and the e.mail address for general enquiries is **info@greatbaddowparishcouncil.co.uk**.

Miss Ann Wood, the Clerk, Mrs Elaine Bryan, the Deputy Clerk and Mr Roger Harman and Mrs Donna Tristram (Administrative Officers on job share) currently staff the office. Mrs Mylene Linwood, the Administrative Assistant left the Council's employment in December 2017 and is thanked for her help in the office during the previous year.

Questions about the hire of the Parish Hall and Bell Centre and enquiries about the Lawn Cemetery and Old Burial Ground should be directed to Mrs Bryan or Mrs Tristram on **bookings@greatbaddowparishcouncil.co.uk**

Questions and enquiries about Planning should be directed to Mr Harman on **planning@greatbaddowparishcouncil.co.uk**

Community Handyperson

At the end of 2017, the Council bid successfully for a grant from the Local Services Fund. This is provided by Essex County Council and is administered by the Essex Association of Local Councils. The bid was for funding for three years to pay half of the costs for the employment of a Community Handyperson. This new role will include looking after the Council's street furniture, the benches at the Lawn Cemetery and the Sensory Garden in Noakes Place. An appointment was made at the end of March 2018 and Mr Les Dixon was appointed to the role.

Website

The Council has had a website for over 18 years and it now contains even more information than before. It is hoped that it is also easy to navigate and the Council would appreciate feedback from parishioners on this. All agendas and minutes of meetings and also dates of forthcoming meetings will be posted there. Details of all the Council's services can be found on the website at **www.greatbaddowparishcouncil.co.uk**

Neighbourhood Action Panel

Members of the Council are still very closely involved with the local Neighbourhood Action Panel and they attend regular meetings.

Community Celebration

The Council held its annual Community Celebration on Saturday 14th April 2018. This celebration is to say thank you to all the members of the local community who give their time on a voluntary basis to provide individual help and to run groups and services for the people of Great Baddow. This year the format was a two-course dinner with entertainment by the Great Baddow Flower Club. The Mayor of Chelmsford Cllr Duncan Lumley attended and made a presentation to Michael J Nel, who has been awarded the Centenary Award 2017.

Following its general policy of caring for the environment and trying to reduce its carbon footprint, the Council has continued to recycle paper and cardboard from the office, continues to install low energy and LED lights where appropriate and has undertaken energy and water management audits of all its premises. During the year, the Council has obtained quotes for the replacement of the sports court lighting with LED lights and this will be considered in the next budget.

Clear recycling sacks for plastic and dog waste bags are available to residents free of charge from the Parish Council office. The Council is a member of the household battery recycling scheme and there is a recycling box in the foyer at the Parish Hall.

Defibrillator

As you may know, the Millennium Centre in the Recreation Ground has installed a defibrillator on the wall of its premises. The Parish Council has been exploring sites in Great Baddow to install another, for over 2 years. The Council is hoping to site one somewhere closer to the centre of the village but there are certain conditions to be met. It must be accessible at all times, it has to be with the consent of the owner of the building and it requires a power supply. Work on this is continuing as a matter of urgency.

Community Special Constables

At the Full Council meeting in December 2017, the Parish Council agreed to pursue participation in the Community Special Constable scheme, initially funding two special constables for Great Baddow. Although we do not see this as a solution to the lack of local policing, we hope it will go some way to reassuring parishioners by providing a visible presence in the parish. However, there is a period of recruitment and training before new special constables become available to work independently in the parish they are going to serve. Details have just been agreed so we should have the application for the two specials for Great Baddow on the police website very soon.

GROUNDS COMMITTEE

Following the unexpected developments in staff personnel during the previous year, the changes to the workforce have continued. Mrs Michele Dixon was appointed as the Grounds Supervisor and Compliance Officer in December 2016 and has continued to work well with the existing staff and contractors. A refurbishment of the Recreation Ground office has taken place and this has made the office much more welcoming.

Grounds Maintenance Operatives Nigel Smith and Alan Coleman worked to maintain the Recreation Ground, Noakes Place, the Old Burial Ground, Towerfield Allotments site, the Centenary Roundabout and numerous bus shelters and other street furniture. Nigel Smith left the Council's employment in December 2017 after 27 years' service. An afternoon tea and presentation were held, which was attended by councillors, staff members, both past and present and family and friends. Mr Smith has recently been replaced by Mr Robert Brady, who the Council welcomes to the staff.

Alongside the Grounds Staff, there are contractors who look after the Lawn Cemetery and the Vicarage Lane Allotment site and also the bowling green and the cricket field. After the appointment of one of the contractors proved to be unworkable, the other contractor, who looks after the sports has now also taken on the cemetery and allotment contract as well. The Council's thanks go to Elm Horticulture for the work they have done.

The Parish Council has continued its policy of maintaining and replacing equipment and the Grounds Staff have the use of up to date machinery. During the year some of the older and obsolete machinery was disposed of, which helped to fund the equipment required for the maintenance of the new 3G surface. Smaller items, such as hand tools were replaced throughout the year.

The Grounds Staff undertake many tasks around the village and undertake minor maintenance jobs on Council property. All sports booking enquiries should be made direct to the Grounds Staff on 01245 473538 or grounds@greatbaddowparishcouncil.co.uk

RECREATION GROUND

The play equipment for older children, installed in 2010, has continued to be extremely popular and the outdoor gym equipment that was installed in May 2011 and was partly funded by a grant from the Big Lottery Awards for All and partly from S106 monies, also continues to be popular and very well used.

The old swings and the play bark around them were removed during the year. The surfacing on the other set of swings was also repaired at the same time. The Council will be investigating the replacement of the surfacing in the whole area around the equipment for the older children in the next budget.

The Parish Council continued to support the Great Baddow Charity Races with the use of the Recreation Ground for the event and with a 75% contribution of the total cost for the porta-loos.

NOAKES PLACE

During the term of the management agreement for Noakes Place from Chelmsford City Council, between June 2000 and April 2010, the Council worked on many projects, including the upgrading of access facilities and footways, the installation of lighting, the installation of the kicking wall, the resurfacing of the car park at the Buckleys entrance, the construction of a disabled access ramp at Foxholes Road and the establishment of a sensory garden.

The agreement came to an end in April 2010 and negotiations are continuing with Chelmsford City Council to re-negotiate the agreement. The delay was caused because Chelmsford City Council had to complete major works before a new lease was acceptable to the Parish Council. It is hoped that the negotiations will be completed very shortly, hopefully in May or June 2018, following the completion of the major works by Chelmsford City Council. In the meantime, the Parish Council is continuing with day-to-day maintenance, such as grass cutting and litter picking.

CHILDREN'S AND TODDLERS PLAY EQUIPMENT

This Council pursues a policy of ensuring a high standard of safety. All items of equipment are covered by insurance and a qualified engineer makes an annual check on all our equipment. All items are the subject of a visual daily inspection by the Grounds Staff and a bi-monthly check by a qualified inspector, Mrs Dixon. If any problems are found, the item in question is taken out of use until it can be repaired or if necessary replaced.

The equipment installed in December 2014 in the Toddler's Play Area continues to be extremely well used.

ALL WEATHER SPORTS COURTS

The Parish Council has four All Weather Sports Courts, including two built with the help of Sports Lottery funding. Three of the courts are currently in use and teams and clubs can either block book them in advance or use them on an ad hoc basis, when payment is made at the time of hire.

Negotiations were completed during the year 2012/2013 with the Great Baddow Cricket Club and a licence between the Council and the Club was signed. The fourth court now houses the high-quality cricket practice facility that was built in July 2013. This community facility is used by the Cricket Club and it is hoped that it will help to attract new young players to the club.

A successful application for funding was made in November 2016 to convert one of the courts to a 3G surface, to Essex County Council's CIF fund. Following a tender process

through the Government's Contracts Finder website, the contract was awarded and the work took place in January/February 2018. Other works were required before the courts could be opened, which included replacement of the kickboards and new goalposts and these were completed by the end of March 2018. The court opened for use on 1st April 2018.

The courts are manned by the Games Attendant, Melvin Malins on three evenings during the week and at the weekends.

FOOTBALL

The football pitches are used by several local teams. The pitches have been maintained in a good condition over the year.

CRICKET CLUB

The Great Baddow Cricket Club leases the wicket from the Council and games are played on Saturday and Sunday during the season. The Colts also use the pitch for games and practice. Arrangements can be made with the Cricket Club for young people to have coaching lessons at the practice nets.

BOWLING GREEN

The Great Baddow Bowling Club leases five rinks of the Bowling Green and one is kept for use by the general public. Arrangements to use this one can be made with the Grounds Staff for a small charge. The Council has been negotiating with the Great Baddow Bowling Club to renew the lease on the land on which the clubhouse stands.

TENNIS

All courts, hard and grass were available last Summer and the Council had decided to allow the use of the hard courts free of charge at all times. There is still a charge for the use of the grass courts.

Despite the general fall in usage of the tennis courts over the last ten years, the tennis scheme held in 2016 proved to be very popular. Unfortunately, this scheme was not repeated in 2017, despite attempts by the Parish Council to negotiate this with Chelmsford City Council and the Lawn Tennis Association.

SUMMER PLAYSCHEMES

The Parish Council's Playscheme ran in August 2017 and as usual, was very well attended with over 100 children attending. It will be running again from 30th July – 3rd August 2018, headed by Charlotte Bird. Tracey Peters, who had led the scheme for many years, decided to pass the baton on to someone else and the Council thanks her for her hard work and energy over the years.

The Playscheme has always proved popular and parents can be reassured that their children are being taken care of by qualified personnel, who have all been DBS checked. It should be noted that due to a lack of accommodation, parents cannot stay with their children during the sessions. There is no charge for the children to attend as the whole scheme is subsidised by the Parish Council.

In addition, and in conjunction with Chelmsford City Council, the Parish Council arranges Play in the Park sessions. During the year, the scheme provided Play in the Park sessions for ages 6–11 and these took place in the Recreation Ground. Each session offers two-hour multi activity sessions of sports, games, art and crafts and free play during the Easter and Summer school holidays. There were two dates during the Easter holiday and six during the Summer holiday.

The dates for the summer holiday 2018 are:

Tuesday 7th August 2018 1.30pm – 3.30pm
Thursday 9th August 2018 1.30pm – 3.30pm
Tuesday 14th August 2018 1.30pm – 3.30pm
Wednesday 15th August 2018 1.30pm – 3.30pm
Thursday 16th August 2018 1.30pm – 3.30pm

Because these sessions are sponsored by the Parish Council, they are completely free of charge to all children. There is no need to pre-book – just register on the day. Details of how to do this are on the Parish Council's website.

LAWN CEMETERY

The cemetery has been maintained to its usual high standards during the year by the Council's contractors. There is a continuing review of the cemetery to ensure that these high standards are maintained at all times. The Council continued its bench refurbishment programme and is also investigating the use of a different type of bench in the cemetery, so that more people will be able to purchase one.

Memorial trees and rose bushes and plaques can be purchased through the office.

OLD BURIAL GROUND

The Parish Council maintains the burial ground behind St. Mary's Church and this has been maintained to the usual high standards.

ALLOTMENT SITES

The Council administers two allotment sites known as "Vicarage Lane" and "Towerfield". Representatives are appointed. Terry Hull represents the tenants at the Towerfield site and Mike Harris represents the tenants at the Vicarage Lane site. Both are thanked for their input into the management of the sites.

There is still a great deal of interest for this facility but there is currently no waiting list. Tenants on the sites are highly motivated and help each other with advice. Any resident interested in applying for an allotment should contact the office for further information.

The Best Cultivated Allotments competition was held again in 2017 and the judges were Eddie Cole and David Saddington, accompanied by Cllrs Mrs Jannetta Sosin, Mrs Sue Young and Andrew Sosin. Trophies and prizes were won by the following:

Towerfield

1 st	Mr T Hull
2 nd	Mr R Kilvington
3 rd	Mr A Hills

Vicarage Lane

1 st	Mrs L Cottis
2 nd	Mr S Verlinden
3 rd	Mr E King

Half Plot at Vicarage Lane

Mr Rayner

Cllr Mrs Sue Young presented the trophies to the winners at the December 2017 meeting of the Horticultural Society. This social evening is sponsored by the Council, to recognise the achievements of the winners.

CENTENARY ROUNDABOUT

The roundabout has been maintained to its usual standard and the new planting has now become established.

GREAT BADDOW MILLENNIUM COMMUNITY CENTRE

The Centre continues to go from strength to strength under the stewardship of the Great Baddow Community Association. It provides numerous facilities and activities for members, and rooms are also available for hire.

During the year, the Parish Council carried out repairs to the surface of the car park at the centre.

PARISH HALL AND COMMITTEE ROOMS

The hiring and use of this complex has been maintained over the last year and groups such as Keep-Fit Classes, Pilates Classes, the Great Baddow Flower Club, the Great Baddow Horticultural Society, Theatre at Baddow, a Theatre and Dance Group and a dancing school still regularly use the Parish Hall. It is also booked for weddings, private parties and charity events. There are some vacancies for daytime hires and for function hires and these can be arranged by contacting the office. The bar is well run by the manager, Gavin Edwards and the Designated Premises Supervisor is Miss Ann C. Wood.

Committee Rooms 1 and 2 continue to be very well used for meetings of all descriptions, both educational and social.

The Hall and associated rooms are maintained to a high standard. The handyman has continued to carry out minor repairs over the year.

The permanent work to the doors at the front entrance was completed, following the payment of an insurance claim after the front door was damaged in high winds. In August 2017, a lorry crashed into the Parish Hall wall, demolishing it and the front wall. Two of the adjacent shops were also damaged. Unfortunately, the negotiations to carry out the repairs took a very long time and the permanent works were not completed until February 2018. The Council regrets any inconvenience to users during that time but the circumstances were beyond its control.

A broadband internet connection is available, at no extra cost, to hirers in the hall and committee rooms.

During the year under report, 673 bookings have been taken for the Parish Hall. Thanks to the caretaker, Lynn Alderson, and to the Parish Hall cleaner, Nicola Whipp. We would also like to thank our handyman, Michael Fisk, for his work on the premises and his role in providing cover for both the caretaker and cleaner. Mr Fisk retired from the Council's employment at the end of the year after 7 years service. He is thanked for those years of service and his help during that time.

BELL CENTRE

The Bell Centre has two main rooms for hire, the Zoete Room and the Shaw Room. Currently, there are very few regular hirers but the Bell Centre is home to the Youth Facility on Tuesday and Wednesday, which is staffed by the YMCA, with the Parish Council providing the accommodation and the staff salaries. In addition, the venue is available for children's parties.

During the year under report, 234 bookings have been taken for the Bell Centre. Thanks to caretaker/cleaner Lynn Alderson for her work

Over the last few years since the lease expired, the Parish Council has undertaken investigations and commissioned a feasibility study and surveys about the Bell Centre. It was revealed that a complete rebuild was necessary, rather than undertaking repairs to continue use. The estimated cost of the rebuild was very high and so very reluctantly, the Parish Council had to withdraw from the lease. The negotiations with Essex County Council were concluded in February 2018, when the Parish Council confirmed the decision. The Council will be giving vacant possession back to Essex County Council at the end of September 2018 after 23 years of managing and maintaining the venue. All the remaining hirers have been informed.

YOUTH FACILITY

The Parish Council has been a partner since 2002 in a project designed to establish a dedicated youth facility in the village, working with the YMCA as described above.

Following the giving up of the lease at the Bell Centre, the Council and the YMCA are continuing to investigate the use of other venues for the YMCA to continue running the Youth Facility in Great Baddow. The Parish Council feels that this is an important service for the village.

READING ROOM

In 2002, the Parish Council was asked if it would be willing to nominate two people to be appointed as Trustees of the Reading Room. Councillor Chris Shaw and Jim Hurrell represent the Council.

HIGHWAYS AND AMENITIES

The Highways and Amenities Committee considered proposals from Essex County Council and Chelmsford City Council and made comments, proposals and representations as appropriate.

Chelmsford City Growth Package

The Parish Council considered the highways implications of the Chelmsford City Growth Package, in particular the proposed introduction of a bus gate preventing traffic accessing the Army & Navy roundabout from Baddow Road. The Council formally objected to this proposal. One of the objections was the 24/7 restriction and this was subsequently changed to peak hour operation only, but this was not the only objection. We also expressed grave concerns over the assumptions made for modelling the impact of extra traffic on alternative routes, in particular Maldon Road through the centre of Great Baddow, and on the supposed improvements the change would make on the traffic flow round the Army & Navy.

A group of Parish Councillors met Highways officers at the beginning of March and at the time of writing this report, answers to some of the questions raised are still outstanding.

In addition to our objections to the bus gate proposal, we also expressed serious concerns about the proposals for a cycle route between Great Baddow and the town centre. The Parish Council has been campaigning for many years for a dedicated cycle route, but the proposals in this package were mostly for additional signs on public roads shared with motor vehicles. Most residents who cycle would already be aware of routes they can take on public roads.

Many residents will also be aware that First Bus have made service alterations in February 2018 that have resulted in fewer buses running down Baddow Road than previously. First Bus replied to our original objections by saying that changes were made on a commercial basis following a comprehensive review of the network. The Parish Council is following up the continuing concerns for residents of the Maltings

estate, who now have no bus service enabling them to reach the centre of Great Baddow.

CENTENARY AWARD

The 2017 Centenary Award was awarded to Michael J Nel and he was presented with this at the Community Celebration on 14th April 2018.

HONORARY BURGESS

The Parish Council established this award to recognise contributions by parishioners to the world at large. Recipients so far have been Joan Beard, Eric Withams, David Watson, Eileen Hance MBE, Sidney Bass, Robert Hendrie and Howard Parris. There is a board recording the names of the Honorary Burgesses, which is displayed in the Parish Hall.

LITTER

The Council employs two Litter Collectors to clear up areas of the parish on a rota basis. Thanks go to Mike Passfield and Joshua Stewart for their work.

GRANTS

The following grants and payments were made by the Council under The Local Government Act 1972, section 137 for the year 2017/2018, in response to applications submitted by parish organisations.

Farleigh Hospice	800.00
1 st Great Baddow Guides	300.00
26 th Chelmsford (Great Baddow) Scout Group	1000.00
Great Baddow Flower Club	420.00
Meadgate Church Youth	550.00
YMCA – Bell Centre Youth Club	400.00
TOTAL	3470.00

PLANNING

The Planning Committee sits fortnightly throughout the year to examine and discuss all applications for this area. If parishioners wish to offer comments to the Committee, they are welcome to attend and make their views known. The Planning Committee aims to ensure that the character of the Great Baddow village is preserved and if possible, enhanced. The impact of any planning application on the people who live in Great Baddow must be fully considered. The Planning Committee is determined that this will be the case. Written observations and recommendations are made for each application and whilst these do not carry the power of final decisions, Chelmsford City Council as the Planning Authority accord them due consideration.

The Planning Committee has considered 185 applications this year. The Council has worked hard to keep residents informed of any developments and represent their concerns to Chelmsford City Council.

The Council supported a project to produce a Village Design Statement and was represented on the Steering Group. The published document is available on the City Council and Parish Council websites.

Chelmsford City Council - Local Plan

The Parish Council has made representations to the City Council at each stage of the consultation. Parish councillors have attended meetings to discuss proposals with officers and city councillors.

Maldon Road (North) site. The Parish Council made representations that this was important to the Chelmer & Blackwater conservation area/Chelmer Green Wedge and should be included within it. It argued that the site may have been contaminated from leachate from the former waste site, now under Baden Powell Close and now protected by a membrane.

Sites in Sandon Parish adjacent to Molrams Lane and Maldon Road. The Parish Council objected on the grounds that all these sites are not large enough to require purpose-built facilities such as schools and doctors' surgeries or to generate funds for significant highway infrastructure improvements. There will be a huge extra strain on Great Baddow shops, schools, doctors and roads.

LUXFIELD

The Parish Council created Bylaws to regulate the use of this field. The Bylaw prohibits motor vehicles from using this land, following complaints from parishioners regarding motorbikes.

The Council worked with the Environmental Group to draw up a management plan, which was agreed in 2014. Working groups have been undertaken by the Environmental Group (teg) to prevent the paths from becoming overgrown.

NEIGHBOURHOOD WATCH

Mr Dan Glading is the Village Co-ordinator for this busy organisation.

VILLAGE MAGAZINE

The Great Baddow Times was launched in 1996 and continues to be very popular.

The Council recently agreed to return to four editions a year and also that the publication and distribution of the magazine should be handled by Community Ad, who should be contacted directly about advertising. The advertising now pays for the costs of printing and distribution. The first edition in March 2018 was very well received.

Lisa Silk unfortunately had to resign as Editor for personal reasons and is thanked for her work on two editions of the magazine. The Council still requires an Editor and is advertising for one currently.

If for any reason you do not receive a copy of the magazine you should report the matter to the Parish Council office and you can also view the magazine on the website at **www.greatbaddowparishcouncil.co.uk**. Spare copies are available in the library and at the Parish Council office.

April 2018