

**Minutes of the meeting of the Chelmsford Garden Community Council held on
7th September 2023 at 7.30pm at the Beaulieu Community Centre, 17 Centenary
Way, Chelmsford, Essex**

Present: **Councillors** Andrew Wright (Chairman)
Melanie Williamson
Tayo Udoh
Daniel Jeffreys
Kuldeep Golla
Romilly Wakeling
Jed Stopher
Brian Jeapes
Cynthia Driver
Derek Drew-Smith
Neil Shah
Executive Officer Suzanne Walker
City Councillors Rose Moore and Ian Fuller

6 members of the public were present. Representatives from Halley developments, Ptarmigan Land and First Bus were present.

23/98: Apologies

Received from Councillor Chloe Tron and County Councillor Mike Steel.

23/99: Declaration of interests

None.

**23/100: To approve the Minutes of the meeting held on 3rd August 2023
and the extra-ordinary meeting of 3rd August 2023**

The minutes for both of the meetings held on 3rd August 2023 were **approved** by Councillors and were signed by the Chairman.

23/101: Community question time

**23/101.1 To receive presentations from developers in relation to Zones 1
and 3 of the proposed Chelmsford Garden Community.**

Representatives from Ptarmigan Land provided a presentation with slides setting out the background to the Chelmsford Garden development and the consortium. They submitted their outline planning application for the area last year and the current consultation covers some amendments to that application. It was noted that as well as the housing, a primary school is proposed and that there will be no gas provision for the site but solar power will be provided. There is also an aim to make the development dementia friendly. A new roundabout will be constructed on Essex Regiment Way and there will be cycle and pedestrian access particularly to serve the school. It was also confirmed that it is proposed that one access to the site will be via Domsey Lane and there are proposals to create a new access way which will cross Domsey Lane with the aim of providing better access to the proposed school

and the Zone 1 development in general and that part of the lane will be access only. There will be a consultation event with those residents on 27th September 2023.

Representatives from Halley Developments provided their presentation into the proposed amendments to their application relating to Zone 3 and in particular the construction of the Northern Radial Distributor Road leading from Wheeler’s Hill. The road will be a 40mph road and there will be improved landscaping including 75 new trees. There is an intention to have some single family rental properties with communal gardens and an innovation hub although the details have yet to be finalised.

23/101.2 To receive presentation from a representative from First Bus

Two representatives from First Bus provided an update on bus service provision from the Parish into Chelmsford City Centre and in particular the C9 service. Since Covid there has been a review of service provision due to lower numbers of bus users and now that the service is a fully commercial service the aim is to pick up as many passengers as possible and serve more destinations hence the longer route into the City.

23/102: To consider issues relating to the bus services in the Parish

Councillors then discussed their concerns regarding the bus route and the representatives were surprised to hear that the service can take up to one hour to travel from Channels to the City Centre which Councillors were able to evidence. It was noted that particularly for commuters heading to the station, it is not feasible to have such a long bus journey and people are reverting to cars. Also the bus service does not tie in with train times. A concern was raised as to why the service travels along the congested Broomfield Road especially as that road is already well served by buses. A resident was able to report an issue with the C10 which has been cancelled on its return journey from the City Centre. The First Bus representatives agreed to look into the data, particularly to try and find out how many people are actually travelling to Broomfield as a destination and to share the data with this Council so that further consideration may be given to this issue.

23/103: Financial report

23/103.1 To receive the bank reconciliation statement for August 2023

The bank reconciliation statement calculated to 31st August 2023 was **noted and accepted**.

23/103.2 To receive report and approve money received and paid

The following receipts and payments were **noted** and the payments to be made **approved**.

	£	VAT	Total
Receipts			
Nil			

Payments

Payments made since last meeting in accordance with annual schedule

25/8/23	August salary, expenses and PAYE			3,429.86
	Essex Pension Fund (August)			913.77

Direct Debits

29/8/23	EE (mobile phone)	14.00	2.80	16.80
	Less credit note	<u>-8.33</u>	<u>-1.67</u>	<u>-10.00</u>
		5.67	1.13	6.80

Payments made on 25th August 2023 following agreements from August meeting

SLCC	Finance summit (for Chairman)	60.00	12.00	72.00
Chagos consulting	parish online training	100.00	0.00	100.00
BCT	Room hire	27.00	5.40	32.40

Payments to be made

BCT	Room hire	47.50	9.50	57.00
Solar Graphics	Sign plate for board	272.00	54.40	326.40
City Council	Play in the park	930.00	42.00	972.00
Belsteads	room hire (training)	75.00	0.00	75.00
BCT	Room hire	23.33	4.67	28.00

23/103.3 To consider report on investment of Council reserves.

Councillors considered the report prepared by the Executive Officer regarding savings and investments and **agreed** to set up a saver account with Unity Trust and to consider other saver account options at a future meeting.

23/103.4 To consider if to opt out of the SAAA external audit service

It was noted that PKF Littlejohn has been appointed to provide external audit services for the Parish and Town Council sector for the County of Essex. Having considered cost and administrative implications, Councillors **agreed** not to opt out of this service.

23/104: To consider and adopt the following policies

23/104.1 Investment Policy

The draft investment policy was considered and was **agreed and adopted**.

23/104.2 Reserves Policy

The draft reserves policy was considered and was **agreed and adopted**.

23/104.3 Consultation and early engagement with developers policy

The draft policy was considered and was **agreed and adopted**.

23/105: To consider representations regarding the following new Planning applications

23/105.1 23/01193/REM - 1 Brassie Wood, Chelmsford Garden Community - Application for the approval of reserved matters (access, appearance, layout, landscaping and scale) in relation to Condition 1 of outline planning permission 10/01976/OUT for the development of a day nursery – Councillors discussed their concerns about the proposed developments especially in relation to traffic impact and **agreed to object** to the application on the basis that the proposed size of the nursery is an overdevelopment of the plot. Also it is noted that the nursery is proposed to accommodate 76 children so the number of vehicle movements within an established residential area will have a detrimental impact and the infrastructure of the area will not support a nursery of that size. There are several other local nurseries so a question was raised about the need for a nursery of that size. The proposed parking is insufficient for the number of vehicles that will visit the site and it was also considered that there will be a detrimental impact upon traffic flow on Fairway Drive especially as it is on a bus route. There is a concern about the impact of construction traffic on local residents. Also there is no noise control measures in the application so there may be a detrimental impact upon residents in relation to noise from the development. It was also noted that the yellow site notice was only put up this week thus local residents have not had the opportunity to comment upon the application. Due to the number of concerning issues and the concerns of residents it was also agreed to request that Councillor Rose Moore ‘calls in’ the application to be considered by the planning committee.

23/105.2 22/01950/FUL and 22/01950/OUT - Zone 1 Chelmsford Garden Community - Application for hybrid planning permission, seeking outline planning permission with all matters reserved, except means of access at Essex Regiment Way and Belsteads Farm Lane. (1,500 new homes; a primary school including early years nursery provision and associated playing; employment areas; a mixed use neighbourhood centre and associated green infrastructure – **agreed** to comment that care is needed in the links to green spaces to make sure that safety issues and ways of avoiding anti-social behaviour is considered. To suggest that in view of issues that have arisen with residents already there should be a condition for noise reduction measures to be considered for residents living close to roads and that a condition to be

added for developers to arrange for speed assessments to be carried out on the roads to see if cameras may be required to enforce the proposed 40mph speed limit.

23/105.3 23/01256/FUL - 31 Gardiner Way, Chelmsford Garden Community - First floor side extension over garage flat roof – **No Comments.**

23/105.4 23/00124/FUL and 23/00124/OUT – Zone 3 Chelmsford Garden Community - Application for Hybrid planning permission at Powers Farm, Chelmsford; Outline Planning Permission with all matters reserved except means of accesses from/to the proposed Northern Radial Distributor Road (NRDR). Residential development of up to 1250 units, which comprises market/affordable and single family rental, Discovery Park North, open space, landscaping, formal sports pitches, pavilion and associated car parking – as the application is due to be received in the next few days it will be considered at the October meeting.

23/106: To consider any responses in relation to the following proposed traffic orders

23/106.1 TRAF008 - Parking permit and speed restrictions

Agreed no Comments.

23/107: To consider representations in relation to the Essex County Council Walking and Cycling consultation

Councillors **agreed** to respond that there is a concern as to the impact on the proposed cycle network in relation to the fact that the full extent of the Chelmsford North East bypass may not be constructed for many years. It is noted that despite that fact there is still an intention to downgrade Essex Regiment Way and to expand the cycle network along that route which may not be feasible due to the volume of traffic as a result of the delay with the bypass. Also to note the fact that Escooters are continually being left within this Parish.

23.108: To note the planning responses using delegated powers

The following responses were **noted** –

ESS/147/20/CHL/23/01, ESS/147/20/CHL/60/01, ESS/147/20/CHL/62/01, ESS/147/20/CHL/41/01 - Park Farm, Belstead's Farm Lane – application to discharge conditions to enable soil stripping – representations raised to make sure that working times are reasonable so as not to impact upon local residents, to make sure that vehicles clean their tyres so as not to leave mud on the highway, to ask that there is a complaints mechanism for residents to raise issues if need be and as workers are likely to live on site to make sure that there is sufficient welfare facilities as in the past there have been complaints about anti-social behaviour and littering and to ask that there is a stop up area as in the past where there have been restrictions on working times vehicles have parked up on Essex Regiment Way.

23/01199/FUL - 1 Joseph Clibbon Drive, Chelmsford Garden Community -Erection of outbuilding to be used for garage and gymnasium. Creation of parking space to the side of the property with associated landscaping. Lower air conditioning unit on north elevation of property – representations raised that there has been a lot of development on the plot reducing the size of the garden considerably and so the plot appears to be too much of a built environment with a lack of garden and thus an overdevelopment of the plot.

23/01221/FUL - 29 Louvain Drive, Chelmsford Garden Community - Retrospective application for Garage conversion to habitable space, with the addition of a flue for a wood burning stove – Object on the basis that the conversion of the garage will reduce the parking provision thus potentially creating a problem with on street parking and with this application it appears that pretty much all of the garage will be taken up.

23/01248/FUL - 1 Lodge Vale, Chelmsford Garden Community – two storey rear extension – Concerns raised as it was noted that due to the number of vehicles at the property, there has been parking provision in the rear garden which will now be taken up with the extension so there is a concern in relation to parking provision.

23/109: To note the following planning results

The following planning result was **noted**

23/109.1 20/01519/S73 - 1 Joseph Clibbon Drive, Chelmsford Garden Community - Variation of Condition 2 and 4 to approved planning application 20/01519/FUL Proposed two storey rear extension, with balcony/terrace on roof to be accessed through addition of door on second floor. Addition of window to first floor. To remove obscured element to side window. Move Bi-fold doors from North to East Elevation – **Granted**

23/110: Open Space issues

23/110.1 To receive update on issues relating to bins in the Parish

It was noted that the 4 new bins ordered by the Council are due to be delivered this month and installed early in October. It was also noted that Chelmsford City Council has moved the bin near Albermarle Link from near to trees to adjacent to the path. It has re-installed the dog bin near Multon Lea but Councillors considered the position to be unsuitable as it is right next to another bin and asked that the City Council be asked to move it to the position originally suggested.

23/110.2 To consider issues relating to proposals to instal secure bike racks in the Parish.

The Executive Officer provided a report to Councillors regarding proposals by Chelmsford City Council to install 2 sets of secure bike racks in the Parish and provided the costings for the two year hire and maintenance contract. Councillors considered the cost to be excessively high and discussed possible benefits for the Parish. Upon consideration it was **agreed** that Councillors do not consider that there

is a need for racks of the size, design and cost proposed to be sited in this Parish and that the Council would like to consider other options in due course.

Councillors **agreed** to suspend standing orders to enable the meeting to continue and be concluded beyond the permitted 2 hours.

23/111: To consider traffic issues

23/111.1 To consider report regarding Parking consultation

The Executive Officer provided a detailed report on the consultation undertaken by this Council regarding parking concerns and also her liaison with the South Essex Parking Partnership. That organisation is intending to work with Essex County Council to arrange for permit parking around the Parish including in the areas off White Hart Lane. Councillors expressed a concern that there has not been any consultation regarding the older Beaulieu area and that Channels seems to be excluded from the various schemes which could result in parking gravitating to that area. There are also concerns in relation to the issue of effective enforcement. Councillors asked the Executive Officer to invite a representative from the South Essex Parking Partnership to a meeting to discuss the concerns.

23.111.2 To consider the speed watch volunteer scheme

It was requested that this issue be deferred to the October meeting and in the meantime the Executive Officer obtain some more information in relation to the scheme.

23/112: To receive report regarding Youth Engagement

The Executive Officer provided a detailed report on methods of youth engagement. Councillors expressed a wish to have a youth strategy and **agreed** to set up a working group to consider the issue in more detail and liaise with interested parties in the community.

23/113: To consider events

23/113.1 To consider arrangements for Community Safety event including whether to purchase a gazebo

It was noted that the Community Safety event will be taking place on Saturday 14th October and the risk assessment for the event was noted and agreed. It was agreed to apply to Essex County Council under the Microgrant scheme for a grant of £1,000 to purchase a gazebo.

23/113.2 To consider participation in Remembrance Sunday event

This year Remembrance Sunday is on 12th November 2023. Councillors agreed to purchase a wreath and Councillor Williamson agreed to attend a local event to lay the wreath on behalf of the Council.

23/114: To consider co-option of new Councillor for the North Ward
The applications of 3 candidates were considered and Councillors undertook a formal vote which resulted in Joel Alderman being **co-opted** as a Councillor. He signed the declaration of acceptance of office and joined the meeting.

23/115: Any matters for next agenda
The Executive Officer confirmed that strategy planning will be included on the next agenda and Councillors requested the following items be added – progress of the Station Taskforce, road safety including speed watch, police liaison and speed cameras, parking issues, defibrillators, issues with grass cutting, health and wellbeing to tie in with a presentation from the ICB.

Meeting concluded at 9.58pm