

**Minutes of the meeting of the Chelmsford Garden Community Council held on 3<sup>rd</sup> August 2023 at 7.30pm at the Beaulieu Community Centre, 17 Centenary Way, Chelmsford, Essex**

**Present:** **Councillors** Andrew Wright (Chairman)  
 Melanie Williamson  
 Daniel Jeffreys  
 Romilly Wakeling  
 Brian Jeapes  
 Cynthia Driver  
 Derek Drew-Smith  
 Neil Shah

**Executive Officer** Suzanne Walker

City Councillors Ian Fuller

County Councillors John Spence

2 members of the public were present

**23/71: Apologies**

Received from Councillors Golla, Stopher, Tron and Udoh and from County Councillors Steel and Mackrory.

**23/72: Declaration of interests**

None.

**23/73: To elect a Vice-Chair of the Council**

Councillor Williamson nominated Councillor Drew-Smith to be the Vice-Chair of the Council which was seconded by Councillor Wright and **agreed** by all Councillors.

**23/74: To Consider areas of interest and roles for Councillors and Coffee with Councillor events**

The Executive Officer provided a list of areas of interest for the Council and Councillors expressed interest in particular areas and committees. The Councillors that are not present today will also need to be approached so that the list may be finalised shortly. It was also **agreed** to set up a coffee with Councillors event at Belsteads Coffee shop during the week commencing 21<sup>st</sup> August and the Executive Officer will enquire as to availability of the venue so that may be booked.

**23/75: To approve the Minutes of the meeting held on 6<sup>th</sup> July 2023**

The minutes of the meeting held on 6<sup>th</sup> July 2023 were **agreed** by all Councillors and were signed by the Chairman.

To enable the Community Safety Officer to speak it was **agreed** to deal with the following agenda item at this stage of the meeting.

**23/87: To consider issues relating to Police engagement**

The Community Safety Officer from Chelmsford City Council explained her role in liaising with Councils. She advised that the Council has taken on some CCTV

systems in Parishes. There is a wish to focus on anti-social behaviour and there is a specific officer dealing with that aspect. The officers are happy to attend events and are also looking at projects for communities such as a recent graffiti wall project which decreased graffiti in that area generally. The department also deals with emergency planning plus holds days of action with Housing Associations. They are also able to take reports of crime and particularly encourage residents to report anti-social behaviour to them rather than the Police. They agreed to attend the Community Safety event that this Council is planning for October and will come back with some weekend dates and are also happy to attend another 'walkabout' with the Chair and Executive Officer.

**23/76: Community question time**

A resident was in attendance to raise the issue of the removal of some bins and her concerns which will be dealt with at agenda 23/86.1. The Chair had received a complaint from a resident today raising the issue of racing cars along the RDR towards the bridge which he claims is taking place most nights. The resident is under the impression that average speed cameras are to be installed to tackle the issue and the Executive Officer was asked to raise this with Chelmsford City Council and the Community Safety team.

**23/77: To receive the following Reports**

**23/77.1 Report from County Councillor**

Councillor Spence provided an update on the progress of the opening of the Generals Lane Bridge which is due to be inspected. Subject to remedying any defects found, junction 19 of the A12 will then need to be closed in order for the traffic lights sequencing to be altered, signage to be installed and white lines painted prior to opening. He was not able to provide a definitive date for the bridge to open as these issues need to be dealt with first.

He also provided an update regarding the progress of the Railway station and the Chelmsford North East bypass. Due to rising costs of raw material, alterations to the station specification including a passing loop and inflation generally, the costs will far exceed the grant from the Government Housing Infrastructure Fund. Essex County Council has taken out a loan to enable the railway station to be completed. Phase 1 of the bypass will also be delivered but phase 2 will depend on securing funding and no timescale can be provided at present. Councillors asked question relating to the impact upon Essex Regiment Way and whether the opening of the road will be tied in to housing numbers and Councillor Spence confirmed that he would enquire and respond separately.

**23/77.2 Report from City Councillor**

Councillor Fuller provided a magazine for the area and asked whether this Council had been approached to contribute. As the Council has not been contacted the Executive Officer will make contact with a view to providing articles in relation to the Council.

**23/77.3 Report from Councillors regarding attendance at external meetings**

None.

**23/77.4 Executive Officer report**

The Executive Officer reported that the notice board at Beaulieu Boulevard had been painted and repaired but there are a couple of issues in that the lock had been painted over, the backboard needs further securing and the front is still in need of a clean. Countryside has agreed to remedy the issues within the next couple of weeks. She has made sure that this Council is on the list for eligibility with Essex County Council to participate in the salt bag scheme next year. She attended the Coffee with Cops and Councillors event. She is liaising with new Councillors. She is also researching youth issues with a view to bringing a report to the September meeting.

As the resident was present to discuss the issue of bins it was **agreed** to deal with that agenda item at this stage of the meeting

**23/86.1 To decide upon the purchase of new bins.**

There was a discussion about the removal by Chelmsford City Council of two bins. The resident is requesting that this Council replace both bins and install dog bins along the path leading to where the railway station will be situated. It was also noted that a bin at Albermarle Link is so overgrown with vegetation that it is unused and an issues with a bin at Remembrance Avenue.

After discussion and in view of the fact that the bins were all owned by Chelmsford City Council it was **agreed** to request that the bins are re-instated. As one bin was moved at the request of a resident to suggest a slightly different position for it. To request that the vegetation is cut back for the bin at Albermarle and to ask if the developer is due to install bins at Remembrance Avenue.

There was then a discussion regarding the bins at Beaulieu Boulevard and Shardlow and it was **agreed** to purchase 4 replacement bins being the Broxap Derby bins and to add the Council's logo provided that the cost does not exceed £400 per bin. Also to accept the quote from Ollie Stubbings to install the bins.

**23/78: Committee Reports**

The draft minutes from the Communication Committee meeting on 2<sup>nd</sup> August were noted. In particular, Councillors agreed to log on to the website on phones, tablets and laptops to check whether is it user friendly and easy to navigate. It was also **agreed** to authorise the cost of training with Parish online in view of an offer for unlimited training at a set fee of £100.00.

**23/79: Financial report**

**23/79.1 To receive the bank reconciliation statement for July 2023**

The bank reconciliation statement calculated to 31<sup>st</sup> July 2023 was **noted and accepted**.

**23/79.2 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
<b>Receipts</b>				
None.				
<b>Payments made since last meeting in accordance with annual schedule</b>				
24 <sup>th</sup> July	July salaries expenses and PAYE	3,029.96	0.00	3,029.96
	Essex Pension Fund (July)	913.77	0.00	913.77
<b>Direct Debits</b>				
31 <sup>st</sup> July	EE (mobile phone)	18.00	3.60	21.60
<b>Payments to be made</b>				
	Chelmsford City Council bin emptying	200.00	40.00	240.00

**23/79.3 To agree payment of the Executive Officer’s subscription to SLCC**

In view of the support and training available for the Executive Officer it was **agreed** to pay her annual subscription to that organisation.

**23/79.4 To agree cost of Executive Officer attending SLCC finance summit**

It was **agreed** to pay for the Executive Officer to attend the summit. In addition, as a reduced rate is available for Councillors as well it was **agreed** to pay for the Chairman to attend the event as well.

**23/80: To consider and adopt the following policies**

**23/80.1 Complaints policy**

Subject to amending the policy to confirm that there is no right of appeal and to be clear on points of conflict of interest the policy was **agreed and adopted**.

**23/80.2 Pension Discretion Policies**

Subject to agreeing that redundancy payments will be at the statutory minimum in view of the fact that salaries are paid from public money, the discretion policy was **agreed**.

**23/81: To consider representations regarding the following new Planning applications**

23/81.1 23/01129/FUL - 12 Taylor View, Chelmsford Garden Community - Two storey side extension with link to existing garage. Raise roof to existing garage to create room in roof with addition of a Juliet balcony. New front porch and associated landscaping – **No Comments**

**23/82: To consider the timescale for the first meeting of the planning committee.**

Regarding a couple of applications received this week the Clerk will be in a position to respond using delegated powers and it was **agreed** to consider moving planning matters to be considered by the planning committee as from September.

**23.83 To note the following planning results**

The following planning results were **noted** -

23/83.1 23/00703/FUL - 56 Gardiner Way, Chelmsford Garden Community - Part Garage Conversion , First Floor Side Extension with balcony and Outbuilding – **Granted**

23/83.2 23/00837/FUL - 101 Fairway Drive, Chelmsford – part garage conversion – **Granted**

23/83.3 23/00868/FUL - 25 William Porter Close, Chelmsford Garden Community – garage conversion with internal alterations – **Granted**

So that Councillors can be made aware of the reasoning behind outcomes links can be provided to the officer's decision.

**23/84: To consider representations in relation to the Norwich to Tilbury Pylon consultation**

Although the proposals do not directly impact upon this Parish, it was **agreed** to object on the basis of the impact upon the environment and landscape and contend that the project would be more appropriate to be constructed offshore.

**23/85: To consider the booking of training for Councillors.**

It was **agreed** to book a training event for 12<sup>th</sup> September for as many Councillors as are available. As some Councillors are not available consideration will be given to outstanding training after that time. The costs of the event were **authorised**.

**23/86: Open Space issues**

**23/86.1 To decide upon the purchase of new bins.**

Dealt with earlier in the meeting.

**23/86.2 To consider quotation for logo on noticeboard**

It was **agreed** to purchase the internal aluminium sign which will be more long-lasting.

**23/86.3 To consider issues surrounding streetlights**

It was **agreed** to invite residents to report broken streetlights to this Council so that there can be an audit of broken lights which can be passed on to the correct local authority or developer. Also to speak to the City Council for a list of all lights.

**23/86.4 To consider issues regarding fly posting**

The City Council had advised that the entire Chelmsford District is subject to a public space protection order in relation to fly posting which relates to public and private land so an article will be published on the website to let residents know about this and the procedure to report such issues.

**23/86.5 To consider issues in relation to uncontrolled dogs**

Councillors discussed concerns in relation to dogs that are off the lead and not under control and there have been instances of dogs bothering joggers and even biting people and attacking other animals. Councillors were concerned about the issue and asked the Executive Officer to approach the land owners to obtain their views and obtain an update from Chelmsford City Council regarding enforcement powers.

**23/87: To consider issues relating to Police engagement**

Dealt with earlier in the meeting.

**23/88: To receive feedback from online engagement with residents relating to parking and to consider further actions.**

It was **agreed** to defer this agenda item to the September meeting.

**23/89: To consider issue of bus services in the Parish**

The Executive Officer will circulate a response from Essex County Council and the issue can be considered at a future meeting.

**23/90: To consider issue of road noise raised by a resident**

Following the response received from Chelmsford City Council it was noted that the resident is taking up the issue with the City Council direct. An update will follow.

**23/91: To consider initial steps regarding a Health and Wellbeing plan**

It was **agreed** to defer this agenda item to the September meeting.

**23/92: To consider report on meeting regarding Stewardship issues**

It was noted that there will be a further meeting in September with Chelmsford City Council, Essex County Council and the developers.

**23/93: Any matters for next agenda**

The items deferred from this meeting plus Youth report and speed watch.

**23/94: To receive update regarding issues relating to the Beaulieu Community Trust**

The 'relationship tree' prepared by the Executive Officer to explain all the leasehold and management company relationships was noted and it was agreed to advise the Beaulieu Community Trust that in order to comply with the terms of the leases all communication should be with this Council and not with the head landlord.

Meeting concluded at 9.21pm