

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

**Present:**      **Councillors** Derek Drew-Smith (Acting Chair)  
   Tayo Udoh  
   Daniel Jeffreys  
   Kuldeep Golla  
   Jed Stopher  
   Brian Jeapes  
   Cynthia Driver  
   Neil Shah  
   Joel Alderman  
                 **Executive Officer** Suzanne Walker  
                 **City Councillors** Ian Fuller and Rose Moore  
                 **County Councillor** Mike Mackrory

Two members of the public were present

**23/160:      Apologies**

It was noted that the following apologies have been received from Councillors Wright, Tron, Wakeling and Williamson. Also from City Councillor Steve Hall and Susan Sullivan and County Councillors John Spence and Mike Steel.

**23/161:      Declaration of interests**

None.

**23/162:      To approve the Minutes of the meeting held on 2<sup>nd</sup> November 2023 and the Extra Ordinary meeting of 9<sup>th</sup> November 2023**

The minutes of the meetings held on 2<sup>nd</sup> November 2023 and 9<sup>th</sup> November 2023 were **approved** by all Councillors and signed by the Acting Chair.

**23/163:      Community question time**

A representative from the Patient Participation group (PPG) of the Great Notley and Little Waltham GP surgery spoke and was supported by a Councillor from Little Waltham Parish Council who also spoke briefly. The PPG representative advised that the group is concerned about local surgery provision especially in view of the numbers of homes being built in the area. The concern is that all new residents in this area are expected to register with the Great Notley and Little Waltham practice and that as they cannot refuse patients it will put an intolerable strain on the service. It was noted that the new health centre is now being built at Beaulieu Square and that there are proposals for new surgeries in the Garden Community and Great Leighs but there is no firm timeline for the facilities. The Acting Chair confirmed that representations are being made within the response to the planning applications for the Garden Community in relation to health care provision and this Council is also concerned in relation to the timeline. The PPG representative and the Little Waltham

Councillor advised that they wanted a collective approach from local Councils and bodies to the ICB who control the provision of such services to require the appropriate services to be provided. There will be a meeting at the Little Waltham Surgery on 3th January 2024 at 7pm and the hope was expressed that a representative from this Council can attend.

**23/164: To receive the following Reports**  
**23/164.1 Report from County Councillor**

Councillor Mackrory reported that signage has now been updated around Junction 19 of the A12 following the opening of the Generals Lane Bridge. He has also been in liaison with Highways regarding the downgrading of White Hart Lane to a 30mph limit although progress is slow. In relation to the Chelmsford North East bypass there have been delays as a result of issues with compulsory purchase of land and it is not known when the project will be fully completed due to funding issues.

**23/164.2 Report from City Councillor**

Councillor Moore reported that the planning application for the nursery at 1 Brassie Wood had been considered in detail by the planning committee of Chelmsford City Council and as a result of concerns in relation to parking, Traffic Regulation Orders will be introduced around the site and conditions have been imposed to restrict working times during construction but otherwise the committee accepted the officer's recommendation and granted the planning application. She also raised the issue of reports of out of control dogs which had been reported to her and referred to the dog warden and encouraged residents to report such issues.

Councillor Fuller reported that Traffic Regulation Orders will be introduced shortly to extend the area for EScooters further into this Parish and there will also be a consultation.

**23/164.3 Report from Councillors regarding attendance at external meetings**

Councillors Udoh and Driver reported that they attended the Councillor drop in event but that no residents had attended. It was noted that there is due to be a drop in at Channels in January and Councillors expressed a wish to provide refreshments at that event. Also the frequency, venue and promotion of the drop in events will be reviewed in the New Year.

**23/164.4 Executive Officer report**

The Executive Officer provided feedback on the response from Chelmsford City Council on the provision of bins in the vicinity of Multon Lea in that no further bins will be installed at present but it will be reviewed when new cycleways are installed. Councillors will keep a watching brief.

She also reported that she had attended a meeting with the Land Trust on 6<sup>th</sup> November, the Station Taskforce on 10<sup>th</sup> November, a meeting with a lady from the Designing out crime team on 15<sup>th</sup> November, a webinar on Martyn’s Law on 16<sup>th</sup> November, a presentation regarding Essex County Council’s Local Nature Recovery strategy on 21<sup>st</sup> November and a meeting with the City Council regarding sport provision on 27<sup>th</sup> November and has provided updates to Councillors in relation to all of the meetings. Councillors expressed wish to attend a site visit of the new station. It was explained that this can be facilitated at the next taskforce meeting and once the date is known it will be circulated.

In addition, she has attended a finance training course and an employment law update online.

She spent a day at the Essex Records Office carrying out research for the D Day booklet. The gazebo for events has been delivered and will be transported by Councillors to the Land Trust cabin for storage.

The response from the ICB regarding pharmacies in the area has been received and the issue will be on the January agenda. Also the Executive Officer is obtaining information so that the issue of equipment for the broadcast of meetings can be considered at the January meeting. The Youth working group has been rescheduled for January.

**23/165: Committee Reports**

The draft minutes of the meeting of the planning committee held on 16<sup>th</sup> November 2023 were **noted**. Also the draft minutes of the meeting of the personnel committee held on 23<sup>rd</sup> November were **noted**. In particular it was noted that the recruitment process for a new employee is underway and the appointment will be confirmed by the Personnel Committee in due course.

**23/166: Financial report**

**23/166.1 To receive the bank reconciliation statement**

The bank reconciliation statement calculated to 30<sup>th</sup> November 2023 was **noted and accepted**.

**23/166.2 To receive report and approve money received and paid**

The following payments were **approved** –

**Payments made since last meeting in accordance with annual schedule**

	Net	VAT	Total
22nd Nov. Salaries and expenses			2,278.37
HMRC (PAYE Nov)			889.82
Essex Pension Fund (Nov)			950.88

**Direct Debits**

29 <sup>th</sup> Nov.	EE (mobile phone)	14.00	2.80	16.80
-----------------------	-------------------	-------	------	-------

**Payments made in accordance with a resolution of the Council**

22nd Nov.	Gala Tents (gazebo)	757.43	151.49	908.92
	BCT grant	10,000.00	0.00	10,000.00

**Payments to be made**

BCT	Room hire	23.75	4.75	28.50
	Channels Brasserie room hire	83.33	16.67	100.00
EALC	Finance course	95.00	19.00	114.00

**23/166.3 To consider the proposals for the provision of IT equipment for Councillors.**

The Clerk provided a report on the issue of Councillor allowances and the proposal to provide equipment for Councillors which was discussed at length including the use of the current IT system. It was **agreed** to earmark money for the future provision of a tablet for Councillors if requested so that no one is prevented from acting as a Councillor by not having the appropriate equipment although Councillors did not want to be required to use an additional device as it was considered the current arrangements were appropriate and offered the necessary security to protect data.

In relation to Zoho, it was **agreed** to continue with the system but acknowledged that some Councillors do need some training to effectively use the system which should be provided as soon as possible. It was requested that at the end of the 3 year subscription to the system, consideration is given to the cost of renewing to make sure that the most appropriate, user-friendly and cost effective system is used moving forward.

**23/167: To consider draft of budget for 2024/5**

A further draft of the budget was discussed in detail. It was noted that the Communication Committee will be making recommendations on the cost of events for next year so that the budget can be finally approved at the January meeting. In particular, Councillors wish to make appropriate provision for screens and equipment to enable meetings to be broadcast, signage such as entrance gates and a welcome pack for new residents.

**23/168: Open Space issues**

**23/168.1 To receive response from Chelmsford City Council in relation to complaints from residents regarding issue of grass maintenance in the South East ward.**

It was noted that Chelmsford City Council had responded and referred to its Open plan strategy setting down how various areas of land will be treated and that the area known as 'The Wedge' falls into a description of land that will be left to 'wild'. The Council is not willing to move away from its strategy and has made it clear that it does not consent to any third parties attempting to cut back the vegetation. There followed considerable debate including discussion with Councillor Rose Moore where the frustration of residents was expressed. Councillor Moore explained that there is due to be bulb planting in the area and improvements to the gravel path. She supported the position of City Council officers but is happy to liaise further in relation to the timescales of work and how the corridors of the longer grass will be maintained.

**23/168.2 To note and agree ongoing arrangements to host a dog event in collaboration with Chelmsford City Council.**

It was noted that the Land Trust has agreed that the land around the cabin may be used for the event and that as well as the City Council attending, a dog trainer and the Dogs Trust have agreed to attend. It was agreed to also hold a dog photo competition and a best behaved owner and to host the event early in the spring.

**23/168.3 To receive response from Essex County Council in relation to residents' complaints regarding lighting on Bridleway 18**

The Executive Officer provided a detailed report regarding her liaison with Essex County Council which was discussed in detail. It was requested that the Executive Officer finds out more about how Essex County Council can be asked to designate the bridleway part of the cycle network.

**23/168.4 To agree quotation to move bins at Beaulieu Boulevard.**

The quotation to move the bins was **agreed**.

**23/169: To consider representations in relation to the Polling Places review**

**Agreed** no comments.

**23/170: To consider the following issues relating to the Beaulieu Community Trust**

**23/170.1 To consider the emergency grant application submitted by the Beaulieu Community Trust**

The grant application was considered in detail and it was **agreed** to make the grant of £7,500.00 to the Beaulieu Community Trust.

**23/170.2 To receive update in relation to the Beaulieu Community Trust and to discuss ongoing communication with the Trust**

To improve communication with the Trust is was **agreed** to hold ad hoc liaison meetings with the Trust so that Councillors are better informed regarding ongoing issues.

**23/171: To receive update regarding meetings with the Land Trust an to discuss ongoing communication with the Land Trust**

It was noted that the Land Trust issue a newsletter regarding events and the issue was raised as to how to let all residents know about the events. It was noted that the latest circular including events has been published on the Council website and such updates can continue to be brought to the attention of residents in that manner.

**23/172: Any matters for next agenda**

The issue of road crossings for Armistice Avenue and Regiment Gate.

Meeting concluded at 9.19pm