

and also this Council, probably in January 2024. The view of the majority of residents would prevail. The consultation will relate to zones as opposed to individual roads. The plan is to introduce a scheme in the next financial year.

He also confirmed that he is in liaison with Essex County Council regarding consideration of parking restrictions for the Channels section of the Locality and confirmed that restrictions can be put in place where the landowner agrees. A complication was raised where there are private roads that will never be adopted and are the responsibility of a handful of residents.

An issue was raised regarding short driveways and cars to encroach over the pavement and highway and it was confirmed that this could be an obstruction that could be acted upon.

23/140.2 To receive any representations from members of the public

No members of the public were present.

23/141: To discuss parking issues with reference to the update received from the South Essex Parking Partnership

It was **agreed** to keep in close contact with the SEPP and to engage in the forthcoming consultation in relation to parking restrictions.

23/142: To consider representations in relation to the Essex Planning Officers Association Parking consultation

Councillors had read both documents and whereas everyone agreed that the aim to reduce car use is laudable, it was considered that the infrastructure is not in place locally to allow for such a cultural change at present. In particular, the lack of connectivity for walking and cycling was highlighted together with the shortcomings of the current public transport provision. There was a concern that the part two document appeared to override some of the provisions in part 1 and that there should be one standard for all and there was a concern that the part two document provides too much leeway for developers to reduce parking provision in larger developments generally to the detriment of the community. It was **agreed** to respond to the consultation accordingly.

23/143: To receive the following Reports

23/143.1 Report from County Councillor

Councillor Mackrory reported that the Generals Lane Bridge is now open and he is awaiting responses from residents. He advised that there is an intention to downgrade White Hart Lane to 30mph and introduce a crossing. He also mentioned the walking and cycling strategy which at present is not funded.

23/143.2 Report from City Councillor

None present.

23/143.3 Report from Councillors regarding attendance at external meetings

A number of Councillors had attended the Community Safety day on 14th October 2023. In addition, Councillor Wright and the Executive Officer had attended a meeting with Countryside Properties and the Land Trust which had revealed some communication issues and they are due to meet with the local representative of the Land Trust on Monday 6th November 2023 to discuss improved communications, the progress of the Community Gardens and the Land Trust sending a representative to meetings of this Council to improve engagement.

23/143.4 Executive Officer report

The Executive Officer reported that she had attended a meeting with Countryside Properties and the Land Trust on 11th October, the Community Safety event on 14th October and the Youth working group on 12th October. It was noted that information from a third party is still outstanding to the next meeting of that group will be postponed. Councillor training will be provided on 14th December.

She also raise the following points –

- It had been requested that the 4 new litter bins be installed in exactly the same position as the former bins. Two of the bins have been installed a couple of feet away on hardstanding so had not been installed in the same position as the former bins so Councillors asked that the contractor is requested to install them where originally requested.
- The date for the station task force meeting is awaited – Councillor Wright commented that he may have received it so will forward it to the Executive Officer.
- Little Waltham Parish Council has expressed a wish to collaborating with this Council in relation to traffic concerns. Councillors were unclear how this Council can assist but asked to Executive Officer to find out more from that Council as to what they are seeking to achieve. It was also mentioned that there is a project to consider traffic along Broomfield Road which has been highlighted by Councillor Steel.
- Regarding Defibrillators, the Executive Officer is collating information and quotes but as this forms part of a wider consideration of need, it was suggested that this is incorporated into the Health and Wellbeing working group discussions.
- Councillor Williamson will be attending the service of Remembrance at the Boreham Airfield War Memorial and the Executive Officer had sourced a wreath from the British Legion.
- Complaints had been received from residents regarding the emptying of the 4 new bins by Chelmsford City Council and that this was not being carried out as frequently as agreed so this has been raised with the City Council.

23/144: Committee Reports
23/144.1 To consider the recommendations of the Personnel Committee.

The draft minutes of the meeting of the Personnel committee on 11th October 2023 were **noted**. The recommendation to recruit a Community Engagement Manager was **accepted** and will also be considered within the budget discussion further on in this meeting.

23/145: Financial report
23/145.1 To receive the bank reconciliation statement for October 2023

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

23/145.2 To receive report and approve money received and paid

The following receipts and payments were **approved** –

Receipts	£	VAT	Total
10 th Oct. EALC Micro-grant			757.43
26 th Oct. BCT sub lease payments			3,769.68

Payments
Payments made since last meeting in accordance with annual schedule

25 th Oct. Salaries and expenses			2,260.13
HMRC			837.93
Essex Pension Fund			913.77

Direct Debits

28 th Oct	EE (mobile phone)	14.00	2.80	16.80
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Payments to be made

BCT	Room bookings	79.17	15.83	95.00
Netwise	domain hosting	500.00	100.00	600.00
BCT	Room booking	26.67	5.33	32.00
K&M Properties	Service charge	5,836.96	1,167.38	7,004.34

23/145.3 To consider investment of Council reserves

It was noted that, as requested, the Executive Officer had enquired with Nationwide but that they only offer savings accounts to individuals. The forms are being

prepared to invest money into the Cambridge Building Society and it was **agreed** to make an initial investment of £1,000 and to invest up to £65,000.00 into the account over coming months.

23/145.4 To consider grant applications

The grant application from Basics was considered. As the application did not demonstrate sufficient evidence of any benefit to this community, it was **agreed** not to make a grant to this organisation.

In relation to the grant application from the Beaulieu Community Trust, in view of the fact that Councillors Williamson and Wright will have to leave the room for the consideration of the item, it would render the meeting inquorate. Thus it was **agreed** to defer consideration of this item to either a future scheduled meeting or extra-ordinary meeting.

23/146: To agree strategy for financial year 2024/5 and discuss general medium term strategy to the 2027 election

The wording for the medium term strategy was **agreed** and will be worked into a longer document for consideration in due course.

Regarding the strategy for financial year 2024/5 this was discussed and **agreed** subject to amended wording in relation to issues of community engagement, business continuity and inclusive activities and the updated document will be recirculated.

23/147: To consider initial draft of budget for 2024/5

The first draft of the budget was discussed with amendments proposed in relation to funding for play activities, room hire to facilitate further public engagement and community safety. In addition, the aspect of the budget for the recruitment of a Community Engagement manager was **agreed** and it was **agreed** that the Personnel Committee may proceed with the recruitment of a person for the role forthwith. A further draft of the budget will be presented at the December meeting and it is anticipated that the tax base figure should be available by that time to demonstrate the impact of the budget on Band D Council tax payments.

23/148: To receive update regarding planning for D Day event and agree actions and expenditure in this regard

The report by the Executive Officer was considered and arrangements discussed. It was **agreed** to accept the quotations from Essex 1st Aid for First Aid provision and from 'Pimp my Fish' for a Fish and Chip van and the funding for all the other costs set out in the report was **agreed**. It was noted that a risk assessment and safety plan have been prepared and are being finalised and it was noted that care will be needed in relation to the number of people that may need to be hosted at the event. It was requested that the Executive Officer check whether Chelmsford City Council are intending to hold any events that day.

23/149: To agree to the purchase of a gazebo for Council events
The grant to purchase the gazebo has now been received and it was **agreed** to accept the quotation and purchase the gazebo from Gala Tents.

23/150: Open Space issues
23/150.1 To receive feedback regarding complaints from residents regarding issue of grass maintenance in the South East ward.

It was noted that an email has just been received from Councillor Rose Moore advising that a detailed response will be received from an officer at the City Council shortly so it was **agreed** to defer this item to the December agenda.

23/150.2 To note feedback from Chelmsford City Council regarding maintenance of Boleyn Gardens

The feedback from Chelmsford City Council regarding the felling of trees for health and safety reasons and the detailed management plan for the Gardens were **noted** by Councillors.

23/150.3 To consider any representations in relation to consultation from Chelmsford City Council in relation to dog fouling public spaces protection order

Agreed no Comments although Councillors were generally supportive of the order.

23/150.4 To agree to host a dog event in collaboration with Chelmsford City Council.

To promote the messages of responsible dog ownership it was **agreed** to host a collaborative event with Chelmsford City Council. The local vet practice had been approached and Councillors favoured a mini Crufts type event to encourage residents with dogs to attend and to liaise with the Community Centre regarding such an event.

23/150.5 To consider residents' complaints regarding lighting on Bridleway 18

It was noted that the Executive Officer is still awaiting information from Essex County Council so **agreed** to defer this to the next meeting.

23/151: To consider report regarding bio-diversity duties and consider draft strategy

The content of the report was noted and it was **agreed** that the general strategy is to consider and promote issues of biodiversity when responding and making representations in relation to planning applications and engaging within the emerging Chelmsford Garden Community development, to consider opportunities for education for residents and also activities promoting biodiversity. A more detailed strategy will be worked upon in due course.

23/152: To consider representations in relation to the Essex County Council recycling centre consultation

Agreed no comments as Councillors were content in the way the initiative is working.

It was **agreed** to suspend Standing Orders to enable the meeting to progress beyond 2 hours in order to conclude the business of the meeting.

23/153: To consider representations in relation to Walking and Cycling consultations launched by Essex County Council.

Councillors **agreed** to respond that they were concerned that the proposed route does not come into this Parish and that it is important that there is connectivity between this area and the City Centre. Also to raise a concern as to the importance of connectivity to the new railway station.

23/154: To agree meeting dates for 2023/2024 for both meetings of Chelmsford Garden Community Council and its Committees

It was **agreed** that the meetings of full Council will continue to be held at 7.30pm on the first Thursday of each month during 2024 with the exception of June so as not to clash with the D Day event and the meeting that month will be on 13th June 2024.

It was **agreed** that the meeting of the planning committee should take place on the second Thursday of each month. The other committees will meet as required. Once and Engagement manager has been recruited the frequency of Communication Committee meetings will be considered and to review the drop in sessions. It was considered that the drop in sessions should be reviewed in any event in February 2024.

23/155: To update and confirm membership of the Committees

The membership of the Committees was confirmed and agreed as follows –

Personnel Committee Councillors Wright, Williamson, Wakeling, Driver and Shah with one available space.

Planning committee – Councillors Jeapes, Driver, Golla, Drew-Smith and Alderman with one available space

Communications Committee – It was agreed to amend the terms of reference to allow 9 members of the committee with all other terms to remain the same – Councillors Wright, Williamson, Tron, Jeffries, Drew-Smith, Driver, Golla, Alderman and Wakeling.

23/156: Any matters for next agenda

None.

Meeting concluded at 9.41pm