

**MINUTES OF THE MEETING OF ROXWELL PARISH COUNCIL
HELD ON WEDNESDAY 11TH MARCH 2009 IN ROXWELL SCHOOL
IMMEDIATELY FOLLOWING THE ANNUAL PARISH MEETING**

PRESENT:- C. Pavitt, H. Hatcher, P.G.Evans, M. Wallace, M. Page, C. Philpot, Mrs A. Gilkes and Mrs K. Howlett.

IN ATTENDANCE:- Mrs L. Green (Clerk)
2 Parishioners
Chelmsford Borough Cllr. Mrs Nicolette Chambers
Essex County Cllr. John Aldridge
PSCO Jon McDonald

100. DEMOCRATIC 15 MINUTES

Nothing to report.

101. APOLOGIES:-

Cllr. Brookes sent his apologies.

102. MINUTES OF THE MEETING HELD ON 14TH JANUARY 2009

The minutes of the meeting held on 14th January 2009 were taken as read and the Chairman was authorised to sign them.

103. MATTERS ARISING:-

Nothing to report.

104. POLICE MATTERS

- a) **Speeding** - Minute 8, 28, 46, 66, 86,110, 9,30,49,68,85,108, 8, 24,43,64,82,104,8,26,44, 61,77,90, 8,24,36,49,63,77,1138,63,82,97,111,8,30,50,70 & 87.

PCSO McDonald advised that a speed check had been arranged. Inspector Justin Smith was putting together an operation for the next six months to cover rural motoring offences. P.C. Akens had also attended and advised that there was room for improvement. A traffic operation with Essex County Council is to be arranged in which people will be fined for speeding, no seatbelt, using mobile phones etc.

- b) **Changing 30mph speed limit near Dukes Manor** – Minute 63,77,11,38,63,82,97,111,8,30,50, 70 & 87.

The Chairman advised that the matter was on-going.

- c) **Children Riding Bikes Without Lights** – Minute 46,70 & 87.

PCSO McDonald advised that children are spoken to if seen with no lights and P.C. Akens did in fact find some children riding without lights and one got a £30.00 fine.

- d) Youth Nuisance** – The Chairman advised that PCSO McDonald and himself had attended two meetings with children in The Youth Group. They had asked the children for some sensible ideas. Suggestions were to have some events arranged at Skreens Park Scout Camp which PCSO McDonald was going to speak to Mick Barlow about to get him involved and also having a paint wall in the village. The Chairman advised that he would attend future meetings to keep the dialogue going. PCSO McDonald advised that he attended most meetings and since he has been getting pro-active in the village the crime has reduced. It was agreed that the matter of having a paint wall should be put on the Agenda for discussion at a future meeting.
- e) Parking in St. Michaels Drive** – The Chairman reported that people were still driving up the paths.
- f) Any Other.** – Cllr. Wallace reported that there is a man pushing a trailer up the main road. PCSO McDonald advised that he had spoken to the man concerned and warned him of the dangers. The man cannot be fined as there is no legislation that covers the situation as it is not a motor vehicle. PCSO McDonald advised that the man travels all around Chelmsford with the trailer. Cllr. Page asked whether the man could be fined for obstruction as it is on the highway. PCSO McDonald advised that as the obstruction is not permanent the man cannot be fined.

105. FINANCIAL MATTERS

a) Payments:-	£	
Essex County Council	15.00	Hire of Hall on 14/01/09
Audit Commission	155.25	Audit Fee 2007/08
Oddy Fencing	4,703.50	Fencing around Play Equipment at Recreation Field
Mr C. Pavitt	60.55	Reimbursement for Post for Noticeboard
Land Registry	40.00	Land Registration Fee for Recreation Field
Mr C. Pavitt	34.50	Reimbursement for No Dogs Allowed Sign for new fence at Recreation Field
Village Window Co.	2,377.00	New Windows and Doors at Sports Pavilion
Broomfield Electrical	299.00	New Distribution Board at Sports Pavilion
Beard Property Maintenance	240.00	Repairs to Boyton Cross and Green Lane Bus Shelters
Austin Joinery	170.77	Repairs to Noticeboard and preparing post
Mr S. Pavitt	80.00	Painting Walls and Ceiling of Bus Shelter in The Street
Mrs B.M. Pavitt	79.71	Cleaning Pavilion February and March 2009
Mrs L.J. Green	462.71	Salary 01.02.09 to 31.03.09 (£400.00) and Expenses From January to March Meeting (£62.71)
Aztech Signs	45.00	Signwriting Noticeboard

The above payments were approved by the Parish Council.

b) Transfer of Funds

21.01.09 Transfer £1,000.00 from Business Reserve Account to Business Premium Account
 21.01.09 Transfer £5,000.00 from Business Reserve Account to Current Account
 28.01.09 Transfer £2,500.00 from Business Reserve Account to Current Account
 19.02.09 Transfer £250.00 from Business Premium Account to Current Account
 09.03.09 Transfer £600.00 from Business Premium Account to Current Account

c) Bank Balances.

The bank balances were as follows:-

Current Account - £1,281.98

Business Premium - £ 920.25

Business Reserve - £ 6,300.28

d) Fidelity Cover – The Chairman advised that the extension of cover had been agreed and put in place at an extra premium cost of £45.90.

e) Grant Request From Roxwell P.C.C. – The Chairman advised that a letter had been received together with a copy of the accounts. The matter was discussed and it was agreed that things are now back on track. Cllr. Wallace proposed that a grant of £355.00 is given which was seconded by Cllr. Hatcher. Cllr. Evans advised that this must be paid under Section 137. Cllr. Evans advised that it would be better if the accounts were prepared on an income and expenditure basis rather than a receipts and payments basis.

f) Grant Request From Roxwell Pre-School – The Chairman had sent a copy of the letter to all Councillors and stated that various E-mails had been circulated. The Chairman read out a statement about the matter. The Chairman felt that the Parish Council should wait until the Pre-School have explored all avenues of funding. Cllr. Evans stated that it was not of immediate concern of the Parish Council or Chelmsford Borough Council. Essex County Council is responsible for education and should be approached. Cllr. Howlett advised that the Pre-School wish to carry out a £16,000.00 development project. Cllr. Howlett proposed that the Parish Council give a grant towards the existing fencing. Cllr. Chambers had given the Chairman details on Grassroots Grants and the Chairman had also given the Pre-School details of other grants i.e. Essex Environmental Trust. The Chairman stated that it is against Parish Council policy to give a grant of this nature as it is not capital expenditure and comes under repairs. The Chairman said that the Pre-School should see what grants can be obtained elsewhere and then they should come back to the Parish Council with a grant request. Cllr. Evans stated that people already pay twice for the Pre-School through their taxes and should not have to pay again. It was agreed that the matter should be deferred until all other possibilities of funding have been looked into. Cllr. Howlett proposed that the Parish Council gave £765.00 to help towards the fence and give the Pre-School a start – this was rejected. The Chairman said that the matter would be deferred in order that the matter could be discussed with the Pre-School further whilst they seek grant funding. The Chairman agreed to get a copy of the proposed scheme to all Councillors by the end of the week.

g) Any Other – Nothing to report.

106. PLANNING MATTERS & APPLICATIONS

a) STANSTED/M11 CORRIDOR STUDY – The Chairman advised that there was possibly going to be a 6 year delay on the Inquiry.

b) CHIGNAL HALL FARM, MASHBURY ROAD – Planning application proposes the construction and use of an irrigation reservoir on land at Chignall Hall Farm, with the extraction of the underlying sand and gravel. On behalf of the Planning Sub Committee Cllr. Evans reported that prior to the closing date Roxwell Parish Council returned a 'No Comment' response to this application as from documents issued to the Parish Council we knew of no adverse elements relating to this application. The Council was advised of new information that required consideration. After discussion, the Chairman read out Chelmsford Borough Council's objections to the application which had only just been received by the Clerk. It was proposed by Cllr. Pavitt and seconded by Cllr. Brookes that Roxwell Parish Council deliver a post closure date objection to this application as a result of information now available. This was agreed by all Councillors present. No Decision Yet. Cllr. Philpot declared an interest.

c) TIFFANYS, BOYTON CROSS – Detached car port. No Objections. **APPROVED.**

d) ST. FABIANS, GRAVELLY LANE - Single storey front extension to provide disabled access into the house. No Objections. **APPROVED.**

e) SCOUT CAMP, SKREENS PARK ROAD – New access road into camp site from Skreens Park Road and re-instatement of existing access track to agricultural land. No Objections. **APPROVED.**

f) BRAMBLEY HEDGE, BOYTON CROSS – Single storey rear extension and two dormer windows to front. No Objections. **APPROVED.**

- g) CHALK END FARM, FARMBRIDGE END ROAD** – Change of use of domestic outbuildings to residential annexe. No Objections. No Decision Yet.
- h) LITTLE FIRS, VICARAGE ROAD** – Rear conservatory. No Objections. **APPROVED.**
- i) BLOWS FARM, COOKSMILL GREEN** – Detached two bay cartlodge. No Objections. No Decision Yet.
- j) ROXWELL LANDFILL, BRITTONS HALL FARM** – Application to revise the pre-settlement contours of the existing landfill operation through the importation of non-hazardous waste and extending the life of the site until 2012 including the variation of the existing restoration from agriculture to amenity restoration comprising of conservation grassland, woodland and hedgerows. Cllr. Philpot declared a personal interest.
- k) 15 STONEHILL ROAD** – Rear Conservatory. **CERTIFICATE OF LAWFUL USE OR DEVELOPMENT APPROVED.**
- l) ELMS FARM, ELM LANE** – Change of use of tack room to 3 stables and erection of a new building to accommodate welfare facilities and additional tack storage. No Objections. No Decision Yet.
- m) ROXWELL QUARRY, CHIGNAL ST. JAMES** - Continuation of the “extraction of sand and gravel, subsequent reception and depositing of Category A, B and C waste, erection of associated tip accommodation and progressive restoration to agriculture and open water at Britons Farm Hall” without complying with Condition 58 (to process, treat and otherwise refine indigenous materials only) and Condition 60 (removal of plant and restoration of the site) attached to approved planning permission CHL/445/91 to allow the importation of 40,000 tonnes sand, other than those indigenous to this site, for the processing at the ready mixed concrete plant until 31 October 2009 at Boyton Hall/Chignal Hall, Roxwell, Chelmsford, (Roxwell Quarry), Essex. The Parish Council commented What is the point of conditions being set up, they are forever being flouted. Can we be given a guarantee of when all this will stop? Cllr. Philpot declared a personal interest.
- n) BROADGATES, THE STREET** - Poplar x 2 and Lime x 7 (in churchyard on boundary) along driveway - crown lift to 3m, cutting to branch collar; Horse Chestnut x 4 adjacent house - crown clean, reduce lateral growth by 30%, cutting to suitable growing points (suitable growing points are side branches which are at least one third the diameter of the originating branch. No Objections. No Decision Yet.
- o) Notification of Appeal at Chalk End Farm House, Farmbridge End Road.** Clerk to write to Planning Inspectorate requesting a copy of the Appeal decision.

107. RECREATION FIELD/TODDLER PLAYAREA

- a) Ownership of land at the Recreation Field and Toddlers’ Play Area** – Minute 76,93,11,27,39, 52, 66,80,14,41,66,85,100,114,11,33,53,73 & 90. – The Chairman advised that the Recreation Field was now all registered. The Chairman had spoken to Cllr. Wallace regarding the Toddlers’ Play Area. The Chairman had visited the Essex Records Office as there had been no deeds. It was agreed that the matter should not be pursued further and be taken off the Agenda.
- b) Best Kept Playing Field Competition** – Minute 41,66,85,100,114,11,33,53,73 & 90. – It was agreed that the village would enter the competition again this year.
- c) Erection of Fencing Around Play Equipment on Recreation Field** – Minute 53, 73 & 90 – The Chairman advised that the work had now been completed except for one of the handles on the gate which was not operational as it had been broken. Cllr. Wallace asked for spring closures to be put on the gates. The Chairman advised that the No Dogs signs had now been erected.
- d) Replacement of doors and windows at Sports Pavilion** – Minute 73 & 90 – The Chairman advised that the work had now been completed and the item could be removed from the Agenda.
- e) Toddlers Play Area** – Minute 90 – The Chairman advised that the centre bolt on the swings had been repaired at no charge as the item was under guarantee.
- f) Writtle Manor Football Club** – Minute 90 – The Chairman advised that a letter was sent off giving the Football Club a final warning. It was agreed that the item could be taken off the Agenda.
- g) Recreational Field Charges** – The Chairman discussed the charges and proposed no change in fees as the Parish Council were getting very close to what Chelmsford Borough Council charge. Cllr. Hatcher proposed that there is no change which was seconded by Cllr. Evans. Cllr. Evans thanked the Chairman for all the wonderful work he does on the field and has done over the years. Cllr. Wallace asked what the situation was regarding people playing golf on the Recreation Field regarding insurance. Clerk to speak to

insurers and find out whether a notice should be put up.

- h) **Safety Inspection** – The Chairman had booked the Safety Inspection with RoSPA for the Toddlers' Play Area and Recreation Field at a cost of £60.00 per site.
- i) **Grass Cutting Quotations** – The Chairman advised that both contractors were still under three year contracts which end in 2010.
- j) **Any Other** – The Chairman reported that dog fouling was quite bad in the village at the moment. Glyn Eastman had put an article in the Roxwell Recorder. The Chairman had caught somebody offending on the Recreation Field.

108. FOOTPATHS

- a) **Footpaths in Village With Wheelchair Access** – Minute 115,12,34,54,74 & 91.

The Chairman agreed to give the footpath map to Cllr. Howlett.

- b) **Overgrown Footpath opposite the Church which comes out by Boggis Farm** – Minute 46,74 & 91.

The Chairman advised that the work had been carried out and the item could be removed from the Agenda.

- c) **Poor surface condition of Footpath 48, that goes from Church Green through the Churchyard and The Street** – Minute 54,74 & 91.

The Chairman had received confirmation that Essex County Council were going to carry out a patch repair.

- d) **Any Other** - Nothing to report.

109. BULK LITTER CONTAINERS – Minute 97,116,18,35,52,66,82,95,13,29,41,54,68,82,12 & 43, 68,87,102,116,13,35,55,75 & 92.

The dates and times of the collections are as follows:-

4TH APRIL 2009 - FROM 11.15AM TO 12.15PM.

Layby off A1060 by Boggis Farm, to the east of the Cross Keys Public House, Boyton Cross.

20TH JUNE 2009 - FROM 11.15AM TO 12.15PM.

In the Car Park off St. Michael's Drive by Toddler's Playarea.

25TH JULY 2009 - FROM 7.45AM TO 8.45AM.

To be placed in Green Lane at the top end by the entrance to the allotment areas

26TH SEPTEMBER 2009 – FROM 7.45AM TO 8.45AM.

Entrance to Colleybridge Lane on the Cooksmill Green Road.

31ST OCTOBER 2009 - FROM 7.45AM TO 8.45AM.

To be placed in Green Lane at the top end by the entrance to the allotment areas

28TH NOVEMBER 2009 - FROM 11.15AM TO 12.15PM.

Layby off A1060 by Boggis Farm, to the east of the Cross Keys Public House, Boyton Cross.

The Chairman agreed to put up the notices and Cllr. Page to put onto website.

110. HIGHWAY DRAINAGE – Minute 77,107,120,15,37,57,76 & 93.

The Chairman had received confirmation that all work will be done in April as nothing else is being done this financial year.

111. ESSEX COUNTY COUNCIL HIGHWAYS PROPOSED TRAFFIC SCHEMES – Minute 125,20,40,59,78 & 94.

Nothing to report.

112. REQUEST FOR RAMP TO BE PUT IN ON FOOTPATH OUTSIDE GADES AVEN. – Minute 4, 43,61,79 & 95.

The Chairman advised that the work is planned for the next financial year.

113. REPLACEMENT OF PARISH COUNCIL NOTICEBOARD. – Minute 9,45,63,81 & 96.

The Chairman advised that the noticeboard was now ready to be erected next week and has been signwritten.

a) **Vehicle Damage to Noticeboard** – The Chairman advised that the costs will be reimbursed by the person who caused the damage.

114. LEAKING ROOF IN GREEN LANE BUS SHELTER– Minute 46, 82 & 97.

The Chairman advised that the work had been carried out and the item could be removed from the Agenda.

115. REQUEST FOR ADDITIONAL CHEVRONS TO BE ERECTED TO THE ROADSIDE ALONG THE DITCHES BY THE BRIDGE AT THE HARE PUBLIC HOUSE – Minute 83.

Essex County Council had advised the Chairman that the chevrons would be erected in the new financial year.

116. BLOCKED WELL PIPES CAUSING FLOODING ADJACENT TO THE POND AT BROADGATES – Minute 83.

Essex County Council had advised the Chairman that the work would be carried out in early April.

117. ROAD SIGNAGE IN STONEHILL ROAD AND HORSE SIGNAGE AT STONEHILL FARM – Minute 83.

The Chairman had been advised by Essex County Council that they were looking at the whole length of Stonehill Road on the request of the Police. Horse signs and signage improvements were also being looked at.

118. OVERGROWN HEDGE AT 3 GREEN LANE – Minute 83.

The Chairman advised that the work had been carried out so the item could be removed from the Agenda.

119. BUS ROUTE 46

The Chairman advised that the Parish Council had made representation but did not know any earlier as the Parish Council did not receive a letter. The Chairman had spoken to Wendy Jackson at Essex County Council who agreed to keep the Chairman informed by E-mail on future developments regarding the route.

MEETING CLOSED 9.15pm

CHAIRMAN.

DATE

NEXT MEETING – WEDNESDAY 13TH MAY 2009 AT **7.30pm** IN ROXWELL SCHOOL