

**MINUTES OF THE MEETING OF ROXWELL PARISH COUNCIL HELD ON  
WEDNESDAY 14<sup>TH</sup> JULY, 2010 AT 7.30PM IN ROXWELL SCHOOL**

**PRESENT:-** C. Pavitt, H. Hatcher, C. Philpot, M. Wallace, Mrs A. Gilkes, M. Page,  
K. Brookes & Mrs Nicolette Chambers.

**IN ATTENDANCE:-** Mrs L. Green (Clerk)  
1 Parishioner

**27. DEMOCRATIC 15 MINUTES**

A parishioner, Glynn Eastman, reported that someone had gone through the fence in the ice on the road opposite Hooks Cottages. The fence had still not been repaired and was now covered in greenery and was in a poor state and dangerous. Chairman to report to Highways.

Glynn Eastman reported that the branches on the tree on the oak tree opposite his house in The Street were so low that people have to walk into the road. Chairman to report matter to Highways.

Glynn Eastman raised an E-mail that he had received from Cllr. Howlett. The Chairman advised that Mr Eastman should not have received the E-mail as it should only have been sent to Councillors and not gone to someone outside of the Parish Council. He advised that the matter should not have been sent in the format it had and that both the Clerk and he had not even received a copy. Mr Eastman stated that Cllr. Howlett was making a point as the representative of the Memorial Hall who were in very severe financial straits due to lack of bookings etc. Mr Eastman said he did not want to see the Village Hall fail and said it was obvious to raise the hire fee but this would affect organisations. Cllr. Wallace suggested putting prices down rather than raising to increase interest. The Chairman advised that the E-mail from Cllr. Howlett needs to be seriously considered and the item will be put on the next Agenda for discussion. Chairman to look into Trustee status and Charity law.

Cllr. Philpot advised that he had spoken to EALC who are actively trying to encourage Parish Council's to support organisations in parishes and to have a grant funding scheme. The EALC suggested having a system in place to set an agenda and decide what to provide support for. The Chairman said that Cllr. Howlett wants to look at changing the current policy. Cllr. Philpot suggested that the Clerk get information from EALC. The Chairman said that Cllr. Wallace and he would look into the matter.

The Chairman reported that a Regal double decker bus is rat-running from A414 to A1060. He had reported the matter to the Police as it is over the 7.5 tonne weight limit and this is not an access run.

**28. APOLOGIES:-**

Cllr. Katie Howlett, PCSO Gina Bennett and Essex County Cllr. John Aldridge sent their apologies.

**29. MINUTES OF THE MEETINGS HELD ON 12<sup>TH</sup> MAY 2010**

The minutes of the meeting held on 12<sup>th</sup> May 2010 were taken as read and the Chairman was authorised to sign them.

**30. MATTERS ARISING:-**

Cllr. Philpot enquired as to what was happening with the village shop and Post Office. Cllr. Chambers advised that the person who was going to run it was having discussions with their Accountant to make sure their business plan is going to be viable. The people have moved out from above the shop and have been re-housed. The shop has been cleared out but there is a lot of renovating to do. Cllr. Chambers is looking to arrange a transfer of housing for the owner and her Daughter. Cllr. Brookes reported vermin at the back of the shop and Cllr. Chambers agreed to report it to Environmental. Cllr. Chambers advised that the Post Office were working hard with the new owner to re-open and she was working with the Post Office.

**31. REPORT BY CHELMSFORD BOROUGH CLLR. MRS NICOLETTE CHAMBERS.**

Cllr. Chambers advised that CBC had launched a temporary Customer Services Unit whilst the Civic Centre was being refurbished. The idea is to bring all services together and this will be ready in December.

Cllr. Chambers had spoken to PCSO Bennett about speeding and speed checks had been taken on the A1060 on the 60mph and 40mph sections.

Cllr. Chambers had requested a new sign to The Easters at Chalk End.

Cllr. Chambers advised that Government have told CBC that they have to decide on a political service -CBC favours the existing system – but now it is being contradicted by Government. A petition scheme has been introduced. The Autumn edition of Life has been delayed until October. CBC's website is being updated regularly. The next Ward Surgery will be held in September.

Cllr. Chambers advised that the Norwich and Peterborough Office has closed in Chelmsford and a T-Mobile and Mobile phone shop is opening. The renovation of Moulsham Street is starting in August and should be completed by Spring 2011.

Cllr. Chambers advised that recycling is successful in Chelmsford and food waste is being introduced in 2011.

## **32. REPORT BY ESSEX COUNTY CLLR. JOHN ALDRIDGE.**

No report was given.

## **33. 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, 8,24,36,49,63,77,1138,63,82,97,111,8,30,50,70,87,104,8,27,49,71,90,113 & 10.

The Chairman advised that the Police were carrying out more checks but nobody had been caught on the A1060 on the 60mph limit when the checks were carried out about three weeks ago.

- b) **Changing 30mph speed limit near Dukes Manor** – Minute 63,77,11,38,63,82,97,111,8,30,50, 70, 87,104,8,27,49,71,90,113 & 10. -

Nothing to report.

- c) **Parking in St. Michaels Drive** – Minute 104,8,27,49,71,90,113 & 10.

Cllr. Chambers advised that Enforcement have been out and given offenders tickets and advised that crossing the Green is illegal. Some residents are doing their own thing and applying for planning permission for crossovers.

- d) **Any Other.** – The Chairman reported that there had been incidents of cars parking on the entrance to the Recreation Field and the passengers taking drugs. The Police are keeping an eye on the matter and doing regular checks. The incidents are happening late afternoon/early evening and are not locals.

PCSO Bennett had advised the Chairman that between 8<sup>th</sup> May and 8<sup>th</sup> July there had been two burglaries other, one attempted theft of a vehicle and two dwelling burglaries.

Cllr. Philpot reported that PCSO Bennett had attended a Chignal Parish Council meeting and advised that she was having a problem getting to the village now that the Police had been moved from Melbourne to Moulsham. There are now fewer vehicles and there is less capability of her getting out. Cllr. Philpot advised that PCSO Bennett's bosses needed to be pushed to get more vehicles. He advised that PCSO Bennett needed support and asked the Chairman to write a letter of support. The Parish Council were in agreement with this idea.

## **34. FINANCIAL MATTERS**

### **a) Payments:-**

£

Essex County Council	30.00	Hire of School 12 <sup>th</sup> May 2010
Mr S. Pavitt	50.00	Grass Cutting Recreation Field
M.D. Landscapes (Anglia) Ltd	220.90	Grass Cutting Recreation Field
Suffolk Acre Insurance	1,323.10	Insurance Renewal
Mr Chris Pavitt	48.90	Recreation Field Ground Maintenance
Evans Garden Maintenance	90.00	Grass Cutting Toddlers' Play Area
E-On	57.09	Electricity to Sports Pavilion
Essex Playing Fields Association	25.00	Annual Subscription
Mr S. Pavitt	80.00	Grass Cutting – Play Area and clearing patio by Pavilion. Grass Cutting along ditches to entrance.
Suffolk Acre Insurance	9.78	Insurance Premium for Play Boat
Whitehouse Enterprises	1,756.63	Play Boat and Play House for Toddlers' Play Area
M.D. Landscapes (Anglia) Ltd	220.90	Grass Cutting Recreation Field
Evans Garden Maintenance	90.00	Grass Cutting Toddlers' Play Area
Mrs B.M. Pavitt	71.20	Cleaning Sports Pavilion June and July and supplies
Roxwell Plumbing Maintenance Services	115.15	Repairs to Immersion Heater at Sports Pavilion
Mrs L.J. Green	517.76	Salary 01.06.10 to 31.07.10 (£408.00) and Expenses From May to July Meeting (£109.76)

The above payments were approved by the Parish Council.

### **b) Transfer of Funds**

27.05.10 Transfer £2,500.00 from Business Saver Account to Community Account  
04.07.10 Transfer £1,800.00 from Business Saver Account to Community Account  
13.07.10 Transfer £1,000.00 from Business Saver Account to Community Account

### **c) Bank Balances.**

The bank balances were as follows:-

**Current Account - £ 3,818.69**  
**Business Premium - £ 217.34**  
**Business Reserve - £10,756.37**

### **d) Clerk's Salary From 1<sup>st</sup> April 2010 and Mileage Allowance**

The Chairman advised that the salary rates had not yet been confirmed from the EALC.

### **e) Audit of Accounts for 2009/10.**

The Chairman advised that the accounts had all been internally audited and the Clerk had now sent the documents to the Audit Commission.

### **f) Insurance.**

The Chairman advised that he had renewed the insurance with Suffolk Acre Insurance as he had got a five year deal at a premium of £1,323.10 which had made a saving of £1,700.00 over 5 years based on AON's quotation for this year.

**g) Fuel Reimbursement to Allotment Warden.**

The Chairman had received a letter from Keith Childs, the Allotment Warden for St. Michaels' Drive, asking whether the Parish Council could reimburse him £8.00 a month between March and October for petrol costs for the equipment he uses. It was agreed that Mr Childs keeps the allotments in very good condition and should be reimbursed. A payment of £64.00 was approved.

**h) Any Other – Nothing to report.**

## **35. PLANNING MATTERS & APPLICATIONS**

**a) STANSTED/M11 CORRIDOR STUDY** – It was agreed that this item could not be removed from the Agenda.

**b) ROXWELL LANDFILL, CHIGNAL ST. JAMES** – To allow the importation of 2424m<sup>3</sup> of sand and gravel per annum from unspecified remote sites other than those indigenous to this site for the processing at the ready mixed concrete plant until 31<sup>st</sup> December 2011 at Boyton Hall/Chignal Hall, Roxwell, Chelmsford (Roxwell Quarry) Essex. As per 1.3 and 5.2 this will be the final application for this site before restoration therefore the Parish Council have no objections. Cllr. Philpot declared an interest.

**c) THE FORGE, THE STREET** –Horse Chestnut (T1 1975/026) – front garden – fell to ground and kill/remove stump. The Parish Council submitted the following objections. Roxwell Parish Council rejects the claim that the Horse Chestnut Tree (*Aesculus hisipus*) is in a position of poor health or safety whereby it warrants felling. The reason stated below justifies this judgment. This statement refers to the health of the tree and does not cover any issues over possible subsidence that may arise from the property as there is currently insufficient evidence to support such a claim.

The tree is located on, what was a grass bank that has been recently leveled (within the last 4 years) when the frontage of the properties was paved over from a loose gravel drive. The insertion of the railway sleepers did cause root damage as part of the bank was removed for their erection. The construction of the paved drive would have had some detrimental effect on the tree's health. This effect on the rooting zone would inhibit the normal vigor of the tree and can be seen in the extension growth across the crown. This is below normal for this species.

The main trunk divides into a multi stemmed branch structure at approximately 3.5-4m. There are signs of cambium death from which, bacterial flux has wept, however at the present, there is little activity. These wounds appear to be callusing and the true decay within the wound area is minimal. These are unlikely to make the tree structurally unsound.

The main branch structures from ground level appear fine apart from the one extending east, towards Vicarage Road and across the highway. Clearly, there are signs of cambium dieback which may be leading to crown dieback. The extent of this and any other structural defects are impossible to define at ground level. Before any recommendation for remedial work is undertaken, the extent of the damage needs to be accessed correctly. This cambium death may be related to the fire under that part of the crown in 2004.

The crown itself was reduced in 2004, and the resulting extension growth has minimal issues at the present.

If the Council is seeking to recommend felling of an important tree within the street landscape without clear evidence that clearly states the tree is a danger to the highway and its environment, Chelmsford Borough Council may be failing in its duty over TPO legislation and does not have the support of Roxwell Parish Council.

The Parish Council would therefore recommend a full arboricultural report that includes an aerial inspection of the main branch structure and further discussion upon its receipt. The Chairman thanked Cllr. Page for providing the report to be submitted to CBC. Cllr. Page advised that he had spoken to James McCarthy at CBC who advised that a decision had still not been made and was still uncertain. Cllr. Chambers agreed to speak to Lynn Cameron at CBC and ask for the application to go before Committee for a decision.

**d) ST. FABIANS, GRAVELLY LANE** –Single storey front extension to provide level access to dwelling. No Objections. **APPROVED.**

**e) EASTVIEW, COOKSMILL GREEN** – Single storey rear extension. No Objections. No Decision Yet.

**f) THE HARE, BISHOPS STORTFORD ROAD** - 2 x externally illuminated fascia signs, 1 non illuminated free standing sign and 1 illuminated pole mounted sign. No Objections. No Decision Yet.

**g) 35 GREEN LANE** – Construction of garage. No Objections. No Decision Yet.

**h) AFFORDABLE HOUSING** – A letter had been received from CBC acknowledging the representations made and noting the Parish Council's comments. Everyone in the village was in disagreement with the site.

**i) MINERALS DEVELOPMENT DOCUMENT AUGUST 2009** – Cllr. Philpot declared an interest. The Chairman advised that there was no news yet as Officers are still evaluating the various suggested sites.

### **36. RECREATION FIELD/TODDLER PLAYAREA**

**a) Erection of Fencing Around Play Equipment on Recreation Field** – Minute 53, 73,90,107,11,30,52, 74,93,116 & 13 – The Chairman advised that one gate is shut and Mr Oddy was not answering his calls. The Chairman advised that he would get a Locksmith out to open the gate that is jammed and then fit springs so that the gate opens and closes.

**b) Safety Inspection** – Minute 107,11,30,52,74, 93,116 & 13 – Nothing to report.

**c) New Equipment at Toddlers' Play Area** – The Chairman advised that the play shop and play boat were now in place and the children were enjoying them.

**d) Any Other** – Nothing to report.

### **37. FOOTPATHS**

**a) Poor surface condition of Footpath 48, that goes from Church Green through the Churchyard and The Street** – Minute 54,74,91,108,12,31,53,75,94,117 & 14. - Nothing to report.

**b) River eroding into gateway on Footpath towards Tye Hall** – Minute 94,117 & 14 – The Chairman advised that the work had still not been done as the sluice has been lowered and the river is at full bank. The Chairman said that he would E-mail Highways and request that the work is carried out once the sluice is raised.

**c) Any Other** – Nothing to report.

### **38. HIGHWAY DRAINAGE** – Minute 77,107,120,15,37,57,76,93,110,14,33,55,77,96,119 & 15.

The Chairman advised that the village were still waiting for the work to be done.

### **39. ESSEX COUNTY COUNCIL HIGHWAYS PROPOSED TRAFFIC SCHEMES** – Minute 125,20,40,59,78,94,111,15,34,56,78,97,120 & 16.

The Chairman advised that he would speak to Cllr. Aldridge as he had still not heard anything about this matter.

### **40. REQUEST FOR RAMP TO BE PUT IN ON FOOTPATH OUTSIDE GADES AVEN. –** Minute 4, 43,61,79,95,112,16,35,57,79,98,121 & 17.

The Chairman advised that the matter was on the list to be done.

### **41. OVERGROWN TREES AROUND STREET LIGHT OPPOSITE THE FORGE** – Minute 23,61,80,99,122 & 18.

The Chairman advised that the matter was still outstanding.

### **42. FLOOD ON THE SOUTH SIDE OF THATCHERS FARM -** Minute 23,63,82,100,123 & 19.

The Chairman advised that the matter was still outstanding.

**43. POTHOLES OUTSIDE 33 VICARAGE ROAD** – Minute 23,65,83,101,124 & 20.

The Chairman advised that the matter was still outstanding.

**44. REVISED STANDING ORDERS** – Minute 128 & 23.

The Chairman advised that he would sort the matter out by the start of the new Council next May.

**45. WINTER SALT BIN** – Minute 129 & 24.

It was agreed that the Chairman would seek advice from Fiona at Highways to get some suggestions as to where to put salt bins in the village.

**46. REQUEST FOR ADDITIONAL DOG BINS** – Minute 25.

The Chairman advised that he had walked the footpath from Green Lane to Misons and back to the village. He advised that he would like to walk the footpath again with the Recreation Sub Committee. The Chairman advised that there had been dog faeces on the footpath but it was not too bad. He advised that the horse manure was worse than the dog faeces.

**47. PARISH CHARTER**

The Chairman advised that the Parish Council had not had any input in putting the Charter together but other parishes had been involved with CBC. A big signing session is being held at CBC tonight. After discussion, it was agreed that the Parish Council would not sign up to the Charter.

**MEETING CLOSED 8.35pm**

**CHAIRMAN.**

**DATE**

**NEXT MEETING – WEDNESDAY 8<sup>TH</sup> SEPTEMBER 2010 AT 7.30pm IN ROXWELL SCHOOL**