



HIGHWOOD PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday 23rd January 2023 @ 7.30pm
Meeting held in Highwood Village Hall (foyer)

THE CHAIRMAN REQUESTED MOBILE PHONES WERE SWITCHED OFF/TURNED TO SILENT MODE

In attendance:

Cllr. P. Latham, Chairman	Cllr. T. Hornsell, Vice Chairman	Clerk – Karen Kuderovitch
Cllr. U. Maher	Cllr. S. Maclean	Cllr. D. Cameron



A decision made



Expenditure decision

1/23.	<p>Declaration of Interests/Recording at Meetings</p> <p>All Members were reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her about it. The Chairman to give members the opportunity to declare any interests and note them.</p> <p>Councillors/Members of the Public to declare their intention to record the Meeting.</p>
2/23.	<p>Apologies for Absence </p> <p>A vote to be taken to accept apologies and the reasons submitted. Cllr. S. Gill – personal commitment. Cllr. K. Latham-Pearmain – unwell.</p>
3/23.	<p>Minutes </p> <p>The Minutes of the Parish Council Meeting of 21st November 2022 were approved and signed.</p>
4/23.	<p>Cllr. Mike Steel/Cllr. Nicolette Chambers</p> <p>Council Tax 23/24:</p> <p>New Central Govt legislation caps County Councils increases to 5% total (2% on Adult Social Car and 3% for other services) and 3% total for District Councils like Chelmsford City Council. Essex County Council are proposing to increase by the max allowed on Adult Social Care, but only half of the allowance for other services – i.e., a total of 3.5%.</p> <p>Around 45% of the budget (£506M) goes on Adult Social Care which means that the remaining services have to share the other 55% (£618M) – Children and Families, Highways maintenance and Sustainable Transport, Environment and Climate Change Action, Other Front Line Services, and Support Services. The budget proposal includes provisions for considerable savings in order to balance the books and accommodate the current inflation rates of 10.7%.</p> <p>Adult Social Care serves around 15,000 Essex residents of a total of 1.5M, i.e., 45% of the budget goes on 1% of the population – a difficult concept but a reassuring one in that residents know that the service is there when they most need it.</p>

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ECC consider keeping the rate as low as possible to be important in today's Cost-of-Living crisis and ECC will remain in the bottom third for tax rates across County Councils.

Member Led Pothole Scheme

I have now entered in all my 36 pothole allowance. I am pleased to say that towards the end, there was difficulty in finding more potholes to make sure I used all of my allowance. However, the recent snow and rain have created some new ones. It is frustrating to hear that some County Cllrs have not used any, or all of their allowance, and the deadline was extended to 15th Jan 2023. Therefore, I have entered some more, taking me up to 42 (officially – although I have reported some multiple holes as a series – so the total is more like 80 potholes!)

20 is Plenty Campaign

As this is on the January agenda, I am repeating my report from last month:

I have formally sent a question to the Highways Cabinet member as follows:

A pressure group called “20’s Plenty” is being promoted to Parish Councils by EALC.

Their campaign objectives are to:

- Agree and adopt a Parish Council to pass a motion to support the campaign for 20mph where people live, work and play based on the attached template at : https://www.20splenty.org/parish_council_motion to call on ECC to implement 20mph in their parish
- Communicate benefits of 20mph to parishioners: o You can use the template article for Parish Magazines, see
- Write to Transport Authority (ECC) - address to ▪ Lead Member for Highways Maintenance and Sustainable Transport at Essex County Council (Cllr Lee Scott) supporting 20mph
- The call for 20mph is the speed limit across whole communities - not linked to road status in “roads hierarchy”, PR1, PR2 etc. It goes on to say that this is road signs only, low cost installation, and that no civil engineering required; and there is no need to delay the process or introduce the cost of additional data collection: adequate data is available from existing programmes elsewhere. This is a very assertive campaign and they claim to have already presented to 120 councillors from over 40 Essex Parish Councils, with more webinars planned for November. I expect County Cllrs and Cllr Lee Scott to be flooded with requests to support the campaign.

Specifically, I would like to ask the following questions:

1. Does ECC Highways support the 20mph campaign and in principle accept the merits of 20mph in all urban and rural areas where cars and pedestrians mix?
2. I understand that ECC are currently updating the Functional Route Hierarchy Review followed by a revision of the Essex Speed Management Strategy, which may inform Highways view on 20mph in all urban and rural areas. When will these documents be completed and available for view by members and the public?
3. Following these document reviews being published, will there be a clear statement on ECC Highways view on 20mph in all urban and rural areas?
4. In the meantime, how will Cllr Scott respond to the motions from Parish Councils and letters from the public on the subject.

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5. Will Cllr Scott advise how Members should respond when asked the same?

I have received the following response from Cllr Scott:

Thank you for writing to me regarding the pressure group “20’s Plenty”. I have had direct correspondence from them myself, and am aware of the correspondence that has been sent to Parish and District colleagues. I am able to confirm that I will consider all of the information that has been sent, and can also confirm that there is a very large piece of work underway at the moment, part of which will look at a Speed Management strategy throughout Essex. This piece of work is extensive, and so it is too soon for me to be able to predict when this will be complete, or the results of this. Once further information is available it will be shared.

Essex County Council and London Marathon Events announce details of 2023 RideLondon-Essex

The world’s greatest festival of cycling returns to Essex on Sunday 28 May 2023. The route for RideLondon-Essex is confirmed and includes Epping, Ongar, Leaden Roding, Great Dunmow, Felsted and Writtle. Essex County Council (ECC) and London Marathon Events (LME) have announced key updates for RideLondon-Essex 2023. The inaugural edition of RideLondon-Essex took place in May 2022 with more than 22,000 cyclists of all ages, abilities and backgrounds taking part, raising millions of pounds for more than 400 charities along the way. A second year of the partnership between ECC and LME will see this event return to Essex in 2023, with an estimated 25,000 cyclists expected to take part in the RideLondon-Essex 100 or 60 mile challenge rides. Once again, the event will showcase Essex to national and international audiences increasing tourism, and opportunities for investment to support the economic growth of the county.

As a direct result of the partnership, Essex now benefits from significant funding from the London Marathon Charitable Trust to support physical activity and sport opportunities across the county, and especially to areas along the route. Following the event in May, £1M has been allocated to scale up the Essex Pedal Power initiative to make cycling more inclusive, increase active travel (walking and cycling) opportunities in schools, and power a small grants programme for Essex projects.

So far more than 80 applications have been approved, helping support young people, women and girls, less affluent communities and older residents to get moving in their local area. Groups, clubs and individuals can still apply through the Find Your Active Small Grants at [Find Your Active Fund - Active Essex](#)

Community engagement process took place after this year’s event which included meetings, surveys and drop-in sessions with residents, businesses, local councils, stakeholders and ride participants. ECC and LME have now agreed the route for the 2023 mass participation rides will remain the same with the addition of a range of enhancements and improvements developed from the feedback and engagement process, including:

- No area being impacted by road closures for more than one day
- Improved local access plans for communities on the route
- Increased provision of managed vehicle crossing points on the route
- Additional local drop-in sessions in February for further engagement with residents and businesses
- Improved communications with social care providers
- Enhanced engagement programme with businesses on the route to plan ahead

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	<ul style="list-style-type: none"> Working with schools and community groups on the route to develop cycling and active travel initiatives around RideLondon-Essex <p>The 2023 RideLondon-Essex route enters Essex through Epping Forest, continuing through central Epping, Ongar, Leaden Roding, Great Dunmow, Felsted and Writtle before returning to Ongar and heading back into London. The route has been confirmed because it has the least impact on the strategic road network in the county, includes roads wide enough to accommodate both emergency vehicles and cyclists and offers the greatest number of access options for residents.</p> <p>Leaflets will be delivered to homes and businesses on or near the route in January and March. The most up-to-date information is available on the Community Info page on the RideLondon website www.ridelondon.co.uk/community-info/community-info</p> <p>Because of the impact on businesses in my division, I insisted on being a member of the RideLondon steering group. As a result, all of my businesses have been contacted and offered mitigation plans</p> <p>For more information visit ridelondon.co.uk/community-info</p> <p>Highway Rangers service :</p> <p>The Chelmsford Highway Rangers service is administered by Chelmsford City Council but funded by ECC. ECC have given notice that they intend to cease funding the service as part of budget savings. This decision has been “called in” and I am a member of the Scrutiny committee which will review the decision (I am the deputy Chair). I have collated a list of all the recent tasks addressed by the Chelmsford Highway Rangers and will seek to understand how these will be provided in the absence of the Rangers.</p>
5/23.	<p>Public Forum</p> <p>The Chairman allowed a maximum of 15 Minutes for the Public to address the Council. None present.</p>
6/23.	<p>Review of Community Projects/Action Plan for 22/23 📄 📹</p> <p>Councillors reviewed the Action Plan & associated budgets (to include sensory garden). It was resolved to accept the plan and publish on the web site. Clerk to make enquiries relating to CCTV & pursue quotes for a sensory garden at Edney Common.</p>
7/23.	<p>Reports from Representatives</p> <ul style="list-style-type: none"> School Liaison – not present Play Area – Cllr. Latham reported on a site meeting @ Edney Common with UK Power Networks re cable laying underground cables & fencing due to Health & Safety in play areas. It was resolved to agree & the Clerk signed a document for approval. This would delay the deer fencing.
8/23.	<p>Finance 📄 📹</p> <ol style="list-style-type: none"> Members reviewed & approved payments. Clerk presented Bank Reconciliation/Bank Statements for end of November & December 2022, which were approved and signed by the Chairman. Clerk to present 3rd quarter budget review – deferred. External Audit Report to PKF Littlejohn – Clerk reported received with no issues. HMRC VAT correspondence – Clerk to send again recorded delivery.

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	f) Members to consider the financial report and resolve on the Precept figure for 24/25 to be submitted to Chelmsford City Council.
9/23.	<p>Planning 🇬🇧</p> <p>Reference: 22/02257/FUL Address: Radical Bikes At Barrow Farm Metsons Lane Highwood Description of works: Retrospective application for foam pit and roll in ramp for pedal cycles. (Renewal of 17/01828/FUL for an additional 5 year period) The Clerk asked the Chairman for a comfort break which was granted. After 5 minutes the Clerk returned.</p>
10/23.	<p>General Village Items/Information</p> <ul style="list-style-type: none"> • Hedges/shrubs/pathways – the Clerk reported the withdrawal of the Highway Rangers service. Contact to be made with Cllr. Steel.. • Contact from residents. • Newsletter – Cllr. Maclean was thanked for his efforts on a excellent edition. • Fencing Edney Common – 1 quote received, another 2 to be sought. • Build outs at School – covered above. • SID installation/download of data – it was highlighted as not showing the speed, Cllr. Maclean to investigate with the company. • Drainage Church Farm – a discussion took place. The Clerk to write to Cllr. Lee Scott, Head of Highways @ Essex Council Council, with photos. • Kings Coronation – Cllr. Maclean reported there would be an event at the Highwood Village Hall on Saturday 6th. May 2023. Further details to be discussed at next meeting. • Summer Fayre 2023 – deferred. • Elections 2023 – Clerk to send information. • Potholes/Pathways – Tree roots – general disrepair • Clerk/Councillors were offered the opportunity to share any further information/suggestions. Cllr. Maclean reported on Digi bus & if Parish Council could assist. Clerk to investigate.
	THE FOLLOWING ITEM IS CONFIDENTIAL – COUNCILLORS TO TAKE A VOTE TO EXCLUDE PRESS & PUBLIC 🇬🇧 📱
11/23.	<ul style="list-style-type: none"> • Sale of Garages – it was resolved for a 7 day notice to be given, then sale would be withdrawn. 2 garages were near completion. • Allotment site at Radley Green – after discussion, it was resolved for the Chairman to contact a company for a current valuation.

The Chairman presented Cllr. David Cameron with a commemorative plaque for his years of service as a Chairman, which was well received.

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