

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON MONDAY 16 NOVEMBER 2015 AT 7.30 PM AT THE VILLAGE HALL

Present: Chairman, Cllr Mrs C Adams
Cllrs. F A Delderfield, J C Gegan, Mrs A V Heaviside, J V Keyes and B S Marshall.

Apologies for absence were received from Cllrs. R L Bass and A J Gable.

157.15 MINUTES OF THE PREVIOUS MEETING

The minutes of the Meeting of the Council held on 19 October 2015, with the addition of the word *one* following the words *need for a further* in minute 149.15 – Seat Opposite the War Memorial....., were confirmed and signed.

158.15 DISCLOSURES OF INTEREST

There were no disclosures at this time but see Minutes 162 and 163.15 below.

159.15 PUBLIC QUESTIONS (Adjournment)

Ten members of the public were present. The Chairman adjourned the meeting to invite the public to ask questions about the business of the Council. A questioner was advised on procedure and he then asked about a planning application in respect of proposed development off Colchester Road/Braxted Lane. The Chairman advised that the Council will look at and discuss this application later in the meeting.

160.15. CHAIRMAN'S ANNOUNCEMENTS, REPORTS OF OTHER BODIES AND GENERAL CORRESPONDENCE.

The Chairman referred to a message about the likely cancellation of a community safety course and the Clerk reported information about the Heritage Winter Talks and Saltmarsh Walks, both organised by the Maldon District Council. Heybridge Parish Council sent an invitation to a Christmas Reception and Cllrs. J C Gegan and Mrs A V Heaviside agreed to attend. It was noted that no further information is available on the progress of the Maldon District Local Development Plan.

161.15 MATTERS ARISING FROM THE MINUTES

Litter Bin at Bus Shelter: It was noted that the new bus shelter opposite the War Memorial is widely welcomed and well used. It was thought that a new litter bin placed nearby would be useful and Cllr J V Keyes offered to make such a request to the District Council.

162.15 PLANNING POLICY AND STRATEGY:

Parish Planning Questionnaire: An initial report (shown at appendix 1) on the questionnaire was discussed. 191 questionnaires were returned making a response rate of 17.04%. Although the report will be used for preparing a parish plan its purpose at this stage is to make an informed response to a Maldon District Council questionnaire being part of the Local Development Plan consultation on Rural Housing. The Parish Council questionnaire returned *none* responses of between 82% and 98% when asked the amount of allocation needed for Market, Affordable and Traveller Allocations. Some respondents said infilling and small developments may be acceptable and six

respondents suggested specific sites. (Cllr J V Keyes declared a pecuniary interest at this point and left the meeting for the remainder of discussion under this item.)

The Maldon District Council questionnaire was partially completed in respect of services and the Clerk will complete this. It was then agreed that, in the light of the views of most parishioners reported in the Parish Council questionnaire, the response to the questionnaire on the amount of housing allocations will be that there should be no large scale developments in the Parish and any development should be small scale such as in-filling to the existing developed areas. For the same reason the response to Traveller Pitch and Employment allocations will be none. (Completed questionnaire shown at appendix 2).

A District Council Briefing note on site allocations was circulated.

Heybridge Parish Council: The Clerk reported on a discussion with Mr John Somers, the officer at Maldon District Council dealing with the rural parishes aspects of the Maldon District Local Plan. Mr Somers referred to the Heybridge Parish Council's preparation of a Neighbourhood Plan based on Heybridge Civil Parish boundaries and would like to arrange a joint meeting with Heybridge and this Parish to discuss common issues. The Clerk had suggested to Mr Somers that if Members were mindful to take part in this meeting it would be useful to have a prior discussion with him to clarify the issues and implications. Members agreed to this approach and suggested Monday 23 November for this discussion when Cllrs. C L Atkinson, J C Gegan, Mrs A V Heaviside and B S Marshall could attend.

Parish Plan: It was agreed that the next step in preparing a Village Plan is to discuss it with parishioners at the Annual Parish Assembly in March.

163.15 PLANNING APPLICATIONS

Planning Decisions: The Clerk reported on the latest Maldon District Council planning decisions.

Latest Applications: Comments on planning applications received up to week ending 13 November 2015 were as follows:

HOUSE/MAL/15/00989 Construction of a two storey cart lodge. Little Wood 37 Colchester Road. The Council has no objections and recommends approval.

OUT/MAL/15/01128 Outline application for the low density development of 50 mixed housing units. Land rear of 11 Colchester Road. (Cllr J C Gegan declared a pecuniary interest in this application and left the meeting during its discussion).

After discussing the application in detail and receiving a letter of objection the Chairman asked for a show of hands of Members for the proposed development and those against with two Members showing for and three against. It was therefore agreed to respond as set out below:

The Council notes that the site is clearly outside of the Great Totham North settlement boundary and intrudes into the open countryside. The settlement development boundary is clearly and deliberately confined to the eastern side of the B1022 road. As well as being in an area not intended for development

under the Maldon District Replacement Plan it is contrary to the policies of the submitted Maldon District Local Development Plan (LDP) which includes the objective to *focus future development in sustainable locations, within settlement boundaries, garden suburbs and strategic allocations*. This application fails on all four points. Moreover, a household survey of the parish carried out in September 2015 concluded that electors do not want any large scale development in the Parish.

The proposal would not constitute sustainable development. Great Totham North is a discrete settlement away from the main centre of Great Totham South, with its School and one general store/Post Office some 1¼ -1½ miles away and there are no interconnecting footways. The erection of 50 additional dwellings remote from community services and essential support facilities and with public transport limited to a single bus service, would represent an unsustainable form of development and would therefore be contrary to policies of the Local Plans mentioned above and Government Guidance contained in the National Planning Policy Framework.

The site is located beside a busy main distributor highway being the principal link between the Maldon District and Colchester and beyond, and soon to have increased traffic arising from planned large developments around Maldon, especially to its north. The road becomes exceptionally busy when used as a diversion by motorists during hold-ups on the A12. The development would generate considerable additional traffic movements on the B1022 main distributor road and creating a new access to it would be an unacceptable addition. The B1022 road here has blind bends on either side of the proposed access which would restrict visibility for drivers both leaving the development and passing traffic approaching from either direction, making access to the development a high risk. Because of high traffic volumes on the road, turning into the new development from the north (a right turn) would frequently require waiting because of on-coming traffic, resulting in stationery vehicles backing up towards one of the blind bends causing additional hazards.

Therefore the Council recommends refusal.

HOUSE/MAL/15/01194 Proposed single storey rear extension, new front porch, new first floor cladding. The Woodlands School Road. The Council has no objections and recommends approval.

164.15 FINANCE:

Confirmation of cheques: Cheques were confirmed for:

Amount (£)	Payee	Service
18.55	Essex & Suffolk Water	Standing charge for water supply at changing hut 1 Oct 15 – 31 Mar 16.
340.00	C R Potter	Salary/allowance £340.00

Finance working Group: A working group comprising Cllrs C L Atkinson, F A Delderfield, J C Gegan and A J Gable (if available) was agreed on 3 December to advise on the 2016/17 budget and precept.

165.15 AMENITIES

Report of the Chairman of the Amenities Committee: Cllr C L Atkinson reported that he is obtaining a further quote for work at the Jubilee Recreation Ground. Mr Clark is trimming overhanging branches at Totham hill Recreation Ground and the War Memorial Bus shelter has been cleaned out. He will raise the question of financing playground equipment repairs at the Finance Working Group. His report was received and adopted.

Amenities Committee meeting: A date will be fixed in the new year.

Cricket Club: The Club had sent information about their plan to replace the temporary container storage with an extension to the pavilion.

166.15 HIGHWAYS AND TRANSPORTATION

Rangers Scheme: The Clerk will follow up previous work identified.

Traffic Regulation Order: Notice of a proposed Traffic Regulation Order in respect of Lea Lane, Great Braxted was received.

167.15 COMMUNITY POLICING

Community Speedwatch Update: Cllr C L Atkinson advised that a further check had been carried out recently and found 21 speeding drivers. Further volunteers would be welcomed.

168.15 ASSET OF COMMUNITY VALUE

It was noted that the Compasses Public House is now listed as an Asset of Community Value Asset of Community Value.

169.15 BEACON LIGHTING

Cllr J V Keyes agreed to organise the lighting of the Beacon for HM the Queen's 90th birthday and will work out the budget requirement next week for the Finance Working Group. It was thought that the Yeomen Award could be tied in with the event.

170.15 ANY URGENT BUSINESS AND FUTURE AGENDA ITEMS

The Clerk requested Members to advise him of any information to report for the Rough Sleepers Estimate to be carried out on Wednesday 25 November.

The meeting closed at 9.05pm.

Appendix 1

Great Totham Parish Council – Questionnaire Results

The questionnaire was delivered in September 2015 to all households in the civil parish of Great Totham based on the Great Totham North and South electoral registers published in December 2014 listing 2,258 electors and 1,121 households. Some households in the civil parish have *Wickham Bishops*, *Witham* postal addresses.

Some questions refer to Great Totham North or South and the two maps labelled as such define settlement limits for these two settlements and it can be seen from the table below this covers 82% of households. The remaining 18% includes the smaller settlements of Beacon Hill and Broad Street Green, as well as several outlying farms and individual or small groups of dwellings. The overall disposition of households is:

Location	Total Electors	Total Households	% of Households
Within North Settlement Boundary	517	272	24.26
Within South Settlement Boundary	1284	651	58.07
Beacon Hill	91	43	3.83
Broad Street Green	112	49	4.37
Outlying Area not included above	254	106	9.46
Total	2258	1121	

Care needs to be taken in comparing this data set with others, for example; the Maldon District Council electoral ward of Great Totham includes Little Totham and Great Braxted and the 2011 National Census aggregates these three parishes to produce figures for the ward although postcode based data is available.

Questionnaires were delivered to all households and 191 were returned giving a response rate of 17.04% which can be considered as a representative response for a questionnaire of this nature. A summary of responses is as follows:

Section 1 Service Connections

Question	Responses			
	Yes	%	No	%
Are you connected to the mains sewers	182	95.28	7	3.66
Are you satisfied with your broadband speed	88	46.07	91	47.64
Are you satisfied with your mobile phone signal	29	15.18	159	83.23

Section 2 Housing Need

Question – Market Dwellings	Responses		
	Amount	Number	%
What in your opinion is the amount of market dwellings needed within the Parish (if any)?	None	162	84.81
	1-10	1	
	11-20	2	
	21-30	6	

	31-50	6	
	50-100	7	
	Over 100	2	

5 Respondents said "some"

What sizes of market dwellings are in most need in your parish?		Responses	
Studio		4	
1 Bedroom		21	
2 Bedroom		69	
3 Bedroom		75	
4 Bedroom		34	
5 Bedroom +		22	

What types of market dwellings are in most need in your parish?			
Apartment		7	
Bungalow		51	
Detached		44	
Semi-Detached		66	
Terrace		27	
Self-Build		8	

Question – Affordable Dwellings		Responses	
	Amount	No	%
How many affordable dwellings does your parish require (if any)? (fully subsidised housing, shared ownership, etc)	None	157	82.20
	1-10	4	
	11-20	6	
	21-30	33	
	31-50	5	
	50-100	3	
	Over 100	1	

8 Respondents said some or minimal and 2 said 30%

What sizes of affordable are in most need in your parish?			
Studio		6	
1 Bedroom		33	
2 Bedroom		71	
3 Bedroom		54	
4 Bedroom		9	
5 Bedroom +		0	

What types of market dwellings are in most need in your parish?			
Apartment		10	
Bungalow		23	
Detached		18	
Semi-Detached		60	
Terrace		30	

Section 3 Traveller Need

Question	Responses		
	Amount	No	%
We currently have two traveller sites with one and two pitches with planning permission in the Parish. In your opinion, how many more traveller's pitches are needed in the parish (if any)?	None	187	97.91
	1-2	3	
	3-5		
	More than 5	1	

4 Respondents 2.09% gave an amount

If any, where should they be located	Hall Road
	Brownfield sites, semi-rural

Section 4 Employment Need

Question	Responses			
	Yes	%	No	%
If you had the choice would you prefer to work within the Parish?	50		8	

What type of employment uses do you think the Parish requires (if any)?		No	%
B1 (Office)		40	
B2 (Light/general Industrial)		38	
B8 (Warehousing)		5	
Live/Work units		30	

Section 5: Maps & Sites

If your opinion is that the Parish could take further residential, employment growth or traveller pitches, could you please outline and label with "residential", "employment" or "traveller" the specific areas of land on the map you believe are potential sites which should be assessed.

Site Ref:	Land west of the green		
Address:	Totham Hill Green		
Current Use:	Agriculture		
Who owns the site?	R Keyes		
Is the landowner(s) willing to bring the site forward?	Yes		
Proposed use for (tick)	Housing X	Traveller Pitches	Employment
Timescale for bringing the site forward?	☐ 0-5 years ☐ 15-20 years	☐ 5-10 years ☐ Over 20 years	☐ 10-15 years

Site Ref:	57 The Walnuts		
Address:	Broad Street Green		
Current Use:	Back Garden		
Who owns the site?	M S Houlding		
Is the landowner(s) willing to bring the site forward?	Yes		
Proposed use for (tick)	Housing X X	Traveller Pitches	Employment
Timescale for bringing the site forward?	☐ 0-5 years ☐ 5-10 years ☐ 10-15 years ☐ 15-20 years ☐ Over 20 years		

Site Ref:	Brick Kiln Farm		
Address:	Rookery Lane		
Current Use:	Agriculture		
Who owns the site?	Keyes		
Is the landowner(s) willing to bring the site forward?			
Proposed use for (tick)	Housing X X	Traveller Pitches	Employment
Timescale for bringing the site forward?	☐ 0-5 years ☐ 5-10 years ☐ 10-15 years ☐ 15-20 years ☐ Over 20 years		

Site Ref:	Brick Kiln Farm		
Address:	Rookery Lane		
Current Use:	Residential/Hauliers		
Who owns the site?	Keyes		
Is the landowner(s) willing to bring the site forward?			
Proposed use for (tick)	Housing X X	Traveller Pitches	Employment X
Timescale for bringing the site forward?	☐ 0-5 years ☐ 5-10 years ☐ 10-15 years ☐ 15-20 years ☐ Over 20 years		

The above two are proposed twice

Other sites suggested but with no details:

Goat Lodge Road- H	Catchpole Lane- H	Bull Grove- H/E
Maypole Road- H	Hall Road- H	Field CM9 8DF- H
Land south of Chapel Road- H	Maldon Road H/E	

Appendix 2

Maldon District Council Questionnaire Great Totham Parish Council Response

Following receipt of the questionnaire from the District Council about allocations, if any, in the 'rural parishes' for housing, travellers and employment and it was thought that a shortened version of the questionnaire should be sent to all household in the parish to collect opinions. This would guide the Parish Council in responding and also provide information which could be used in drafting a Parish Plan.

The questionnaire was delivered in September 2015 to all households in the civil parish of Great Totham based on the Great Totham North and South electoral registers published in December 2014 listing 2,258 electors and 1,121 households. Some households in the civil parish have *Wickham Bishops*, *Witham* postal addresses.

Some questions refer to Great Totham North or South and the two maps labelled as such define settlement limits for these two settlements and it can be seen from the table below this covers 82% of households. The remaining 18% includes the smaller settlements of Beacon Hill and Broad Street Green, as well as several outlying farms and individual or small groups of dwellings. The overall disposition of households is:

Location	Total Electors	Total Households	% of Households
Within North Settlement Boundary	517	272	24.26
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Beacon Hill	91	43	3.83
Broad Street Green	112	49	4.37
Outlying Area not included above	254	106	9.46
Total	2258	1121	

In considering, say, public transport the mix of different settlements and dispersed households needs to be taken into account. Care also needs to be taken in comparing this data set with others, for example; the Maldon District Council electoral ward of Great Totham includes Little Totham and Great Braxted and the 2011 National Census aggregates these three parishes to produce figures for the ward although postcode based data is also available.

Questionnaires were delivered to all households and 191 were returned giving a response rate of 17.04% which can be considered as a representative data for a questionnaire of this nature.

Section 1: Shops and other services

1. How many of the following services and facilities do you have in the Parish on a permanent basis?.					
Use	Great Totham Nth	Great Totham Sth	Use	Great Totham Nth	Great Totham Sth
Bakery	0	0	Petrol station	0	0
Bank/ Building society	0	0	Pharmacy	0	0
Butchers	0	0	Place of Worship (all denominations)	1	2
Cafes/restaurants	0	0	Post box	1 in settlement 1 outside	2 in settlement 1 BS Green 1 Beacon Hill
Cash point	0	1	Post Office	0	1
Dentist	0	0	Public House	1	2
Fishmonger	0	0	Public Park	0	0
Playground/ Games area	1	1	Public telephone box	0	0
GP Surgery	0	0	Sports/ Social Club (as part of football field etc)	0	0
Grocery store	0	1	Village Hall	0	1
Library (permanent)	1 for 2 hours a week	0	Other (Please Specify)	Florist	School Pet shop & garden centre

2. Are any facilities and services available on a temporary/ mobile basis (eg. Library, market)? If so please specify the settlement and service or facility and its frequency? Mobile Library calls weekly at Great Totham North and South.

3. Are the services and facilities listed above accessible by public footpath to the majority of residents within the built up areas of the settlements? Yes for all residents within the South Settlement Boundary; No for all other residents within the Parish.

If no, please specify: The whole of Great Totham North, Beacon Hill, Broad Street Green and the outlying areas have no such path to the Village Hall, Cash Point, Grocery Store, The Two Pubs, Parish Church and School.

4. Are there any bus stops in the settlements? Yes. Not all routes are common to all settlements.

If yes, what is their frequency?

No 75 - Half hourly during day Monday to Friday. Hourly on Saturday and Sunday.

No 90 – Half hourly during day Monday to Saturday. No Sunday service.

5. What are the route numbers of the buses? **No 75** Travels along the B1022 connecting Broad Street Green and Great Totham North and South with each other and with Maldon and Colchester. Beacon Hill and most outlying areas are a long walk away from the route with no footways.

No 90 travels from Maldon through Broad Street Green and Great Totham South, passes the edge of the Beacon Hill Settlement and on to Witham. It does not pass through Great Totham North and any connection with the No 75 is impractical due to timings. There is no footway from Great Totham North to this service and therefore no bus link to Witham.

No 506 School Service to Colchester

There is a Coach service to Great Totham Primary School from Great Totham North and several school buses to secondary schools from Great Totham North and South.

6. What is the approximate percentage of households within the built up area of the below settlements of your parish connected to the following

	Great Totham Nth	Great Totham Sth
Electricity (from grid)	100	100
Water	100	100
Gas	0	0
Mains sewerage	100	99.7
Broadband above a speed of 8mb/s	10.29	6.76

Section 2. Housing Need

7. Has your Parish undertaken a Housing needs survey (eg by RCCE)? Yes

8. What in the Parishes opinion is the amount of **market dwellings** needed within the Parish? None according to 85% of respondents to the questionnaire. The Parish Council's view is that there should be no large scale developments in the Parish and any development should be small scale such as in-filling to the existing developed areas.

9. What sizes of **market dwellings** are in most need in your parish? (Shaded)

☐ Studio ☐ 1 Bedroom ☐ 2 bedroom ☒ 3 bedroom
☐ 4 bedroom ☐ 5 bedroom+

10. What types of **market dwellings** are most needed in your parish (Shaded)

☐ Apartment ☐ Bungalow ☐ Detached ☒ Semi-detached
☐ Terrace ☐ Self-build

8. How many **affordable dwellings** (fully subsidised housing, shared ownership, etc) does your parish require? 82.2% of respondents said none. The Parish Council's view is also that there should be no large scale developments in the Parish and any affordable development should be small scale in the same way as with market dwellings.

9. What sizes of **affordable dwellings** are in most need in your parish? (Shaded)

☐ Studio ☐ 1 Bedroom ☒ 2 bedroom ☐ 3 bedroom
☐ 4 bedroom ☐ 5 bedroom+

10. What types of **affordable dwellings** are most needed in your parish (Shaded)

☐ Apartment ☐ Bungalow ☐ Detached ☒ Semi-detached
☐ Terrace

Section 3. Traveller Need

11. How many traveller pitches do you have within your parish?

With planning permission:- Three: one site with two pitches and one site with one pitch

Without planning permission:- None

12. Has your Parish undertaken an assessment of whether there is a need for pitches for the travelling community? Yes

13. In the parish's opinion, how many traveller's pitches are needed in your parish? 97.91% of respondents to the questionnaire said none and the Parish Council's view is the same. There are also several other pitches in this area at Great Braxted, Little Totham and Tolleshunt Major.

14. On what basis are you using to assess traveller need? (surveys, personal/ parish knowledge, been approached by members of the travelling community.)
Survey of all households on the electoral registers in the Parish

Section 4. Employment Need

15. Has your Parish undertaken an employment survey? Yes

16. Have you been approached by businesses wanting to locate to/existing businesses wanting to extend and expand within your parish? If yes, please specify
No

17. What type of employment uses does your Parish require (if any); None
☐ B1 (Office) ☐ B2 (Light/general Industrial) ☐ B8 (Warehousing)
☐ Live/Work units

Section 5. Residential, Employment and Traveller sites

The Council has no sites to put forward

SHLAA Sites

The Council has no sites to put forward