



Clerks Report for Full Council March 2023

Agenda Item	Subject		Status
269	Stanway/Tollgate Link	<p>Planning Application - 212943 6/5/2022 – Upon dialled in advice and a thorough discussion, May 6th FC AGREED to instruct Ellisons to write a legal letter stating the right of way agreement needed amending, regardless of the Planning Application being granted by CBC Planning Committee – 06.2022 – CGC decided against legal costs of up to £1700 for Dispute Resolution Department to review legal position, instead asking the Clerk to contact Land Agent re: design. 09.22 Nicolas Percival advised the landowner has instructed them to search for a tenant for the whole site with a view to vets/dentist/coffee house type establishments (latest visuals provided). NP advised start may be put back from 2023 due to escalating costs and current cost of living climate. NP confirmed the Right of Way agreement is not with his client and only relates to the section at the back next to Homebase. As previously aware, this pathway can be closed at any time. NP happy to talk to SPC when the work does start re: widening the path to accommodate cycles or put in railings at either end of the footpath.</p> <p>02.23 – Land agent has advised that they propose taking the hoarding down and making good to stop damage. Also, change of use is being proposed. The Clerk has requested further information and timeline on both matters.</p> <p>11.22 CGC requested CAC establish ownership of rocks</p> <p>03.23 – Land Agent has removed hoarding and strimmed back – a new tenant will be taking possession and putting new plans in (so 12 week planning consultation again) – it is expected that there will be only be minor changes. The Clerk has reminded land agent of the right of way that will need to be amended as a separate agreement to any planning requirements</p> <p>03.23 Full Council meeting – to discuss document from J Norton referring to land being dedicated to the Council</p>	
332	SPC & SVHMC MoU	<ul style="list-style-type: none"> • The Clerk has several templates from RCCE to consider with SVHMC for drafting an MoU to confirm the current verbal MoU. After confirming liability with SPC insurers, the Clerk has confirmed with SVHMC that all hirers using the field (unless for a large event), will hire through SVHMC and arrange for SPC’s disclaimer to be signed regarding liability. 11.22 SVHMC & the Clerk due to review current agreements in place and re-define as necessary • FC 01.22 agreed to costs up to £ 12,000 to repair drainage system re: Tollgate Carpark – 03.23 prices have increased – CA to progress project • Tollgate hall WiFi: OpenReach can now install an overhead pole & the Clerk has provided SVHMC with written permission • 04.23 – Clerk will be drafting amendments to MOU for CG/FC consideration to issue to SVHMC • Bouncy Castle school holiday fun days - CS to investigate for Summer 2023 	

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		<ul style="list-style-type: none"> Tollgate Carpark resurfacing and pothole filing – CA to progress grant from Enovert (June deadline). One contractor price has been received and requests for further prices in progress. 	
9.7.6	Emergency Planning	EP Working Group report – to be revisited in July/August in association with new community centre. 03.23 Clerk to commence working on this Summer 2023 with CCC assistance	
321 (FC) & FC 21.23 15	Old Play Area as Car Park	08.22 Planning application (221356) APPROVED, with the caveat that cycle parking for up to 18 vehicles are provided. CBC S106 have agreed to extra £ 15,000 to cover this, bringing the total ringfenced for this project to £ 80,000. 12.2022 contractor appointed from tender process @ £ 52,000. Work to commence 13.02.23 03.23 Project signed off and invoice sent to CCC for release of S106 funds – supplier invoice can then be paid	
CG 21/10	Footpath/Cycle Path enhancements	WINSTREE ROAD – Next meeting 21.02.23 – proposed schemes email forwarded for comment prior to meeting. Pencil Bollards are being considered under Active Travel Fund 4 funding. Would be outside 4-5 stretches or road (x 2 outside Fiveways School, x 2 outside Lexden Springs, x 1 outside The Stanway) -EH would be responsible for their maintenance – they need to be 450m width away from highway so need pavement of 2.5m width (Trinity Road, Chelmsford and Sawyers Hill Lane, Brentwood are examples). Drivers may still park fully on the road however, but it at least makes users more aware of it being a school destination. Surface flooding outside Fiveways should be resolved as 30th Jan removal of root mass and debris was carried out. Back entrance to Stanway School being pursued as an option and making Homebase an official park and stride carpark JH suggested Park and Stride Signage and tidy up of Drought Garden footpath (Clerk has contacted the land agents) Confirmed Winstree Road does not have a problem with speeding from speed review carried out. PD2 survey (awaiting confirmation of what this survey was checking) for Villa Road did not meet requirements as the traffic is there is no demand after certain hours (outside of school time). LSB confirmed Speed Watch are regularly checking speeds on Villa Road ECC HAVE DISBANDED WINSTREE ROAD WORKING GROUP MEETINGS FOR THE TIME BEING- The Clerk expressed disappointment THE FOLLEY, Villa/Winstree Road 02.23 further request for edging price to sure up mud banks have been sent to Cllr LSB	
GC 20/22 NO. 9	Transfer of ownership of SWG & LLS Playgrounds	02.2022 – Land Transfer drafts have been sent from CBC to Ellisons 09.22 FC agreed to Land Transfers proposed by Ellisons – Clerk has instructed solicitors to proceed ASAP Clerk to obtain £ 6000 CIF grant when land transfers complete – request made to EALC 02.03.23 & chased 03.23 01.23 Full Council signed transfer documents land transfer with CCC – documents delivered back to Ellisons to register with Land Registry	
FC 21/23 12	SWG and LLS Park Upgrades	08.07.2022 – Independent Post Installation Inspections carried out (08.07.22) & reports discussed with Caloo on site 13.07.22 – 13.07.22 - CGC agreed to pay Caloo’s final balance, deducting £ 4000 + VAT subject to satisfactory Caloo response regarding the surfacing issues raised re: underground voids. 10.22 – All necessary alternations raised within the Post Installation Reports have now been completed, including return to LLS to reposition stepping stone equipment away from railings. 11.22 -CGC agreed to release outstanding retention of £ 4000 + VAT on confirmation of ground work and surface warranties Clerk to obtain £ 6000 grant from CIF once land transfer of both parks are complete – request made to EALC 02.03.23 & 03.23	

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CGC 22/03 9	S106 Funding	<p>02.23 – CCC S106 advised there all funds have now been allocated to projects – The Clerk is awaiting further information</p> <p>02.23 – CCC S106 have requested an updated project list from SPC – 02.23 FC deferred response to after a decision is made on Comb Field donation</p>	
CGC 22/04 11	Local Highway Panel (LHP) Update	<p>11.2022 – FC to note resident request regarding speeding on B1408 - the London Road between Sainsbury's and Copford and EH response</p>	
FC 22/14 18	Jansma Park (Comb Field) Donation	<p>11.22 FC CONSIDERED acceptance of gift of Comb Field and AGREED to raise a cost code to enable budgeting for 2023/4 and beyond</p> <p>01.23 Solicitors have updated value of Comb Field and size as 9.8 acres (3.967 hectares)</p> <p>01.23 CGC proposed reserves for acceptance of donation, which have been built into 2023/4 budget and beyond</p> <p>03.23 – Full Council to respond to Solicitor’s request on decision regarding acceptance of gift of Comb Field with stipulated conditions and bequest of 10% of estate</p>	
FC 22/14 19	Warren Lane/Maldon Road Strategic Junction	<p>11.23 FC DISCUSSED the lack of movement regarding the Warren Lane/Maldon Road junction upgrades. Clerk to identify Strategic Officer at Essex Highways who would deal with this junction</p> <p>02.23 Clerk is chasing up revised feasibility study from Essex Highways, after which a site meeting will be set up with Councillors and EH officers</p> <p>03.23 – EH representatives to attend March FC meeting with update</p>	