

# STOCK PARISH COUNCIL

*Clerk – Lorraine Green*

*Stock Village Hall, Common Road, Stock, Essex, CM4 0QW.*

*Tel. No. 07757 114952*

*Website: www.stock.org.uk/council*

## **MINUTES OF THE MEETING HELD ON MONDAY 18<sup>TH</sup> DECEMBER 2006 AT STOCK VILLAGE HALL AT 7.30PM.**

**Present:** *Cllrs. Elliott, Watling, Hale, Otter and Phillips*  
**In The Chair:** *Cllr. Easton*  
**Minute Secretary:** *Lorraine Green*  
**Also Present:** *5 Members of the Public, Inspector Cheryl Callow and Lord Petre*

		<b>ACTION</b>
<b>1581.</b>	<b>DISCUSSION WITH LORD PETRE.</b>  The Chairman welcomed Lord Petre to the meeting. Lord Petre advised that the Manor of Imphy is not the Manor of Stock. He advised that greens and old roads belong to the Manor but the surface is under the control of Highways. Lord Petre advised that the South side of Mill Road does not belong to the Manor the only common land is on the North side. Buttsbury is also part of the Manor but Lord Petre was not sure whether it was the Manor of Imphy or Ingatestone. The manorial land left in the village is Common land. The Highways Authority's current ruling is that all verges are part of the Highway.	
<b>1582.</b>	<b>APOLOGIES FOR ABSENCE.</b>  Cllrs. Johnson, Tully and Chelmsford Borough Cllr. Ian Grundy sent their apologies.	
<b>1583.</b>	<b>MINUTES OF THE MEETING HELD ON 27<sup>TH</sup> NOVEMBER 2006.</b>  Cllr. Elliott asked that the word 'new' be inserted before the word 'railings' and the words 'onto the highway' replace the words 'than they used to' in the second paragraph of Minute 1573.  The Minutes of the Meeting, having been previously circulated, were then duly signed as a true record of events. All agreed.	
<b>1584.</b>	<b>PARISH COUNCIL ELECTIONS 2007.</b>  The Clerk read out a letter that had been received from Mr Battley outlining the procedures for the Elections. The Notice of Election will be published on Monday 26 <sup>th</sup> March 2007. The nomination period will commence the day after Notice of Election and close at noon on Tuesday 3 <sup>rd</sup> April 2007.	
<b>1585.</b>	<b>MATTERS ARISING FROM THE MINUTES.</b>  <b>Tree Warden Scheme – Consultations on Tree Applications -</b> The Clerk had written to Chelmsford Borough Council and read out the reply received from Joy Thomas. The reason for the suggestion had been because the majority of Parish Councils do not respond to such applications at all and the need to consult is slowing down the process. The suggestion was that Parish Councils would only be consulted on applications involved in felling trees. However, following the Parish Council Forum the Planning Department have decided to continue with the consultation process on all tree applications.  <b>Doctor's Surgery –</b> Phil Hope of Essex County Council Highways Department had carried out a Risk Assessment, which the Clerk read out and was discussed at the meeting. Mr Hope had agreed to widen the carriageway at the pinch point from 4.8m to 5.5m to improve safety for both pedestrians and drivers. To help speed things along Mr Hope had written to the Utility Companies requesting plans of their apparatus, which have now been returned. Mr Hope will issue these once a Contractor for the scheme has been appointed. Mr Hope issued a list of contractors to Design and Plan in the process of obtaining quotations. One of Mr Hope's colleagues, Chris Robinson, has been in contact with the Doctors concerning the inspection fee for the work, which is required before works can commence. It was reported that the buses do go down Common Road.	

**Stock United Football Club** – Cllr. Grundy had advised the Clerk that Strutt and Parker have acknowledged his letter but as yet he has not received a response.

**Black and White Posts on the corner of the right hand bend of Smallgains Lane** – It was reported that the work had still not been carried out.

**Speed Indicator Device** – The Clerk had contacted Mr Platter, the Clerk, at Mountnessing Parish Council who advised her that Essex County Council had installed the speed indicator device as there had been an accident outside the school. The device had been installed a year ago and was still not operational as they were waiting for the Secretary of State's approval. Cllr. Grundy had advised the Clerk that South Hanningfield Parish Council is trying to purchase a vehicle activated sign and have received quotes for a solar powered device costing £4995 plus vat. This will flash the speed limit and slow down. The figure does not include the post on which it sits. Essex County Council put the posts in and has to agree where on the highway is most appropriate. Inspector Callow said that she would arrange for SID machines to come to Stock.

**Dirty Road Signs** – It was agreed that this item could be removed from the Agenda.

**Obscured Bend Sign in Swan Lane before Fristling Hall** - Cllr. Elliott said that she would check to see if the work had been carried out.

**Positioning a bell bollard on the corner of Swan Lane to protect the new Signpost at end of Swan Lane** – Phil Hope had advised the Clerk that he could attend a site meeting on 19<sup>th</sup> December or 4<sup>th</sup> January. The Clerk suggested that the Chairman arranged a meeting directly with Mr Hope.

**Parish Paths Partnership (P3)** – Nothing to report.

**Footpath Map for Stock** – The Chairman advised that she had attended a meeting with Tim Gardiner of Essex County Council and Jenny Berkley. They had discussed the format of the map, what was being printed on the back and the symbols to be put on the map, e.g. pubs, viewing points etc. Mr Gardiner had advised that Essex County Council were running out of money for this financial year so the Chairman had agreed that the Parish Council would pay the full cost to produce the maps and then reclaim the money back from Essex County Council in the next financial year.

**Downham Road Retexturing** – It was agreed that an eye would be kept on the situation.

**Police Community Support Officers/Neighbourhood Policing Meeting** – Cllr. Grundy reported to the Clerk that he had attended the police seminar along with Cllrs. Otter and Phillips. Personally he found the evening encouraging. The Neighbourhood Policy was launched last May and is still being developed. There is currently a pilot scheme being tested in Colchester and this will be assessed and used as the model for elsewhere. Included in this will be the setting up of neighbourhood panels to act as a communication link between the police and the community. It is the intention to breakdown the borough into areas similar to the political wards providing benefits of communication and sharing of knowledge. Each ward to have its own PC and PCSO having the time to visit PC meetings and schools on a regular basis. We are currently in Chelmsford Rural West – a large area. The District Commander has promised to review this at the earliest opportunity and bring us into line with other areas. Essex is recruiting more PCSOs and Cllr. Grundy expects Stock to benefit from this. Cllr. Grundy has written to the police on these matters for further confirmation. Councillors will have noticed an increase presence from our local PCSO and this is to be welcomed and encouraged. Cllr. Otter reported that she had heard an announcement that a big grant had been given from the Government to Essex Police. Inspector Callow advised that she was keen to get Neighbourhood Policing Panels up and running and that if a P.C. is unable to attend a meeting then they should submit a report in their absence. Inspector Callow can be contacted on 07885 628816.

**Footpath 38, Back Lane past Imphy Hall** – Clerk to chase matter.

**Seat by the pond** – The work had been carried out.

**Post knocked to the ground by the new noticeboard in Swan Lane** – Clerk to chase matter up.

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	<p><b>Chains and Posts from The Paddocks to The Square</b> – Cllr. Hale advised that the posts were almost painted and that once he is finished he will contact Andy Nichols to replace the chains. Cllr. Hale reported that another post had been knocked over. The Chairman advised Inspector Callow that posts keep getting knocked down. Cllr. Elliott reported that cars keep parking on the green just past the War Memorial. Inspector Callow agreed to meet the Chairman and Cllr. Elliott in order to look at the parking situation and have a general walk around the village.</p> <p><b>Post knocked down on the green outside Hoop Public House</b> – The Clerk had sent a copy of the quotation to repair the post to Britannia for payment. Clerk to chase matter up.</p> <p><b>Broken Sign on Footpath from Common Road – Mill Lane</b> – The Public Rights of Way Officer had agreed to get the sign replaced.</p> <p><b>Parish Councillor Training</b> - The Clerk had booked Cllrs. Otter, Phillips and Hale onto the course being held on 17<sup>th</sup> January 2007.</p> <p><b>Proposals for changing road at Sun Street, Billericay</b> - The Clerk had written to Essex County Council and Billericay Town Council. To-date a reply had not been received.</p>	<p>SE/WE/ICC</p> <p>CLERK</p>
<p>1586.</p>	<p><b>GENERAL CORRESPONDENCE.</b></p> <p>The following letters were read out:-</p> <ul style="list-style-type: none"> <li>a) Essex Air Ambulance thanking the Parish Council for their annual donation.</li> <li>b) Our Lady &amp; St. Joseph Catholic Church thanking the Parish Council for their annual donation.</li> <li>c) Tim Davis of Stock Press thanking the Parish Council for their annual donation.</li> <li>d) Mrs Anne Ellis thanking the Parish Council for nominating her to attend the Mayor of Chelmsford’s Community Evening.</li> <li>e) Abiba Boulahdjel, Allotment Officer, at Chelmsford Borough Council regarding Allotment Site Development in Stock. Cllr. Elliott reported that Dakyn Drive and Mackay House had been built on the old allotments. Cllr. Elliott suggested two possible sites – at the back of the Almshouses or the plot of ground behind Orchard House. Clerk to write to Mr Barker of Tweedy Charity and Shaftesbury Trust asking if they are willing for the Parish Council to create an allotment site on the land. Clerk to also write to Ms. Boulahdjel advising her of the action being taken.</li> </ul>	<p>CLERK</p>
<p>1587.</p>	<p><b>PLANNING MATTERS.</b></p> <p><b>Tree Preservation Order No. 2006/74 – 128 Mill Road</b> - The Order was confirmed without modification on 1<sup>st</sup> December 2006.</p> <p><b>Bakers Arms Car Park</b> – Nothing further to report.</p> <p><b>20 The Square, Stock</b> - The Clerk had written to the Planning Department asking them to confirm whether the owners had received planning permission to extend the railings outside the property. To-date no reply had been received. Clerk to chase matter up.</p> <p><b>Moat House, 15 Mill Road, Stock</b> - The Clerk had written to the Planning Department advising that the Parish Council are concerned that the owners have erected a fence which could be encroaching on a small piece of public land and requesting a copy of the plan showing the curtilage of the property. To-date no reply had been received. Clerk to chase matter up.</p> <p><b>Applications</b></p> <p><b>Application No. 06/02182/FUL.</b> Demolish 2 no. existing detached garages and shed and construct new detached double garage.</p> <p><b>Location:</b> 1 Rectory Close, Stock.</p> <p><b>Applicant:</b> Mr &amp; Mrs M. Small.</p> <p>The Parish Council commented that the development is larger than the existing structure. It will be visually intrusive and potentially threaten the well being of nearby trees. We should like to point out that this is in the Green Belt and in a Conservation Area.</p>	<p>CLERK</p> <p>CLERK</p> <p>CLERK</p>

**Application No. 06/02032/FUL.** Conversion of existing ancillary building into a self contained residential unit.

**Location:** Birley Cottage, Stock Road, Stock.

**Applicant:** Mr & Mrs B. Barnes.

The Parish Council commented that this is development on strategic Metropolitan Green Belt and is a Special Landscape Area. This is a fast stretch of road to which access is already difficult. It appears the resident already has had to put a mirror on the opposite side of the road to facilitate his exit. (It is the bend of this fast stretch of road that is necessitating the use of the mirror). Additional building would only exacerbate this problem. The additional land to the rear of the proposed development has a number of outbuildings which have not been indicated and it is not clear for what purpose these outbuildings are currently used.

**Application No. 06/02362/FUL.** Two storey side extension and pool enclosure.

**Location:** 36 Birch Lane, Stock.

**Applicant:** Mr & Mrs S.W. Harragan.

The Parish Council commented that this is too close to the footpath. This is development in the Metropolitan Green Belt contrary to the policy C2 from the Structure Plan, HO15 and PPG2. It is also contrary to Policy ENV3 from Local Plan as it would be detrimental to the overall landscape and existing wildlife.

The Clerk was asked to write to David Green at Chelmsford Borough Council Planning Department referring him to a letter dated 5<sup>th</sup> June 2006 from his colleague, Melanie Giles, to Mr Bookless with regard to the planning application at 36 Birch Lane. The letter was published on the website with planning application number 06/02362/FUL. The Parish Council were most surprised to see Ms. Giles advising the applicant that by overcoming the issue regarding the trees the applicant could potentially overcome the issue of encroachment into the Green Belt. The Parish Council failed to see the rationale and are very concerned that a Planning Officer would appear to be giving people advice on how to circumnavigate the Green Belt policy.

### Results

**Application No. 06/01813/FUL.** Conservatory.

**Location:** 39 Birch Lane, Stock.

**Applicant:** Mr & Mrs Sabine. **Approved.**

**Application No. 06/01926/FUL.** New timber clad garage door added to front, new door and 3 no. new windows added to rear.

**Location:** The Coach House, 31A High Street, Stock.

**Applicant:** Mr D. Watkins. **Approved.**

**Application No. 06/02405/AG.** Erection of a caravan/mobile home.

**Location:** Broomwood Farm, Broomwood Lane, Stock.

**Applicant:** Mrs L.K. Morter. **Invalid Application Withdrawn.**

**Application No. 06/01927/FUL.** Replacement of bungalow with a 4 no. bedroom detached house (revised application).

**Location:** 71 Mill Road, Stock.

**Applicant:** Mr & Mrs V. Tickel. **Approved.**

**Application No. 06/01922/FUL.** Variation of condition 24 of consent 01/00119/FUL to allow the retention of a temporary external storage building and alter the external appearance.

**Location:** Greenwoods Estate, Stock Road, Stock.

**Applicant:** Greenwoods Spa and Retreat. **Approved.**

### Applications for Works to be carried out on trees in Conservation Area and trees that have Tree Preservation Orders.

**Application No. 06/05231/TPO.** T3 – Oak on northern boundary, crown reduce by 2.5m, cutting to suitable growing points. (TPO/2001/117)

**Location:** 1 Myln Meadow, Stock.

**Applicant:** Mr Webb. **The Tree Warden had no comments to make. Approved.**

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	<p><b>Application No. 06/05240/TPO.</b> A1 – Horse Chestnut in side front garden, crown lift to 2.5m, cutting to suitable growing points, clean out dead wood; Oak in side front garden, crown lift to 3m, 4 lowest branches, clean out dead wood, crown reduce by 20% (2-3m) on sides; Limes x 3, in side front garden, remove epicormic growth twice yearly for five years; Oak nearer road, crown lift 6 lowest branches to 3m maximum to main trunk, crown lift dropper branches to 3m, cutting to suitable growing points, clean out dead wood; Maple near rear garden fence, crown lift to crown break. (TPO/1997/02).</p> <p><b>Location:</b> 3 Hereward Mount, Stock.</p> <p><b>Applicant:</b> Lena Bailham. <b>The Tree Warden had no comments to make. Approved.</b></p> <p><b>Application No. 06/05222/TPO.</b> G3 – 1 x Oak (no. 1 on plan) in rear garden, crown reduce by 2.5m maximum, cutting to suitable growing points; G3 – 1 x Oak (no 2. on plan) in rear garden, crown reduce by 1.5m maximum, cutting to suitable growing points; G3 – 1 x Oak (no 3 on plan) in rear garden, crown reduce by 1.5m maximum, cutting to suitable growing points. (TPO/2001/117)</p> <p><b>Location:</b> 37 Myln Meadow, Stock.</p> <p><b>Applicant:</b> Mrs Gardner. <b>Approved.</b></p> <p><b>Application No. 06/05232/TPO.</b> T10 –Oak, front garden - crown reduce, cutting to previous cutting points, crown lift to 4m, crown thin by 15% with a 5 years management plan to remove epicormic growth. T11 – Oak, front garden, crown reduce, cutting to previous cutting points, crown thin by 15%, crown lift to 4m and remove branches overhanging lamp post. (This application supercedes application ref: 06/05213/TPO) (TPO/2001/117).</p> <p><b>Location:</b> 6 Myln Meadow, Stock.</p> <p><b>Applicant:</b> Mrs Dosset. <b>The Tree Warden had no comments to make. Approved.</b></p> <p><b>Application No. 06/05206/TPO.</b> T1 – Horse Chestnut on the green at exit property – fell to ground and grind stump for health and safety.</p> <p><b>Location:</b> Greenwoods Estate, Stock Road, Stock.</p> <p><b>Applicant:</b> Mr Osib. <b>Refused.</b></p> <p><b>Application No. 06/05243/TPO.</b> Remove fallen Whitebeam in W1 (TPO/1976/30) DDD.</p> <p><b>Location:</b> Lilystone Hall, Honeypt Lane, Stock.</p> <p><b>Applicant:</b> Mrs Couzens. <b>Approved.</b></p>																	
1588.	<p><b>CHELMSFORD BOROUGH COUNCIL – SUBMISSION OF TWO DEVELOPMENT PLAN DOCUMENTS TO THE SECRETARY OF STATE AND PUBLICATIONS OF THREE DRAFT SUPPLEMENTARY PLANNING DOCUMENTS FOR CONSULTATION.</b></p> <p>The Chairman and Clerk had submitted the Parish Council’s comments on the documents to Chelmsford Borough Council.</p>																	
1589.	<p><b>FINANCE.</b></p> <p><b>Cheques to be Signed - The following cheques were approved for payment and signed:</b></p> <table border="0"> <tr> <td>101206</td> <td>£641.14</td> <td>Mrs L.J.Green</td> <td>Salary 1.12.06 – 31.12.06</td> </tr> <tr> <td>101207</td> <td>£242.39</td> <td>Inland Revenue Only</td> <td>PAYE and N.I.</td> </tr> <tr> <td>101208</td> <td>£145.00</td> <td>Mark Henderson</td> <td>Grass Cutting Churchyard</td> </tr> <tr> <td>101209</td> <td>£128.26</td> <td>Mrs L.J. Green</td> <td>Expenses</td> </tr> </table> <p><b>Transfer of Funds –</b> On the 11<sup>th</sup> December 2006 £1,000.00 was transferred from the Base Rate Tracker Account to the Current Account.</p> <p><b>Change of Bank Signatories –</b> The Clerk had received confirmation that the mandate had now been changed.</p> <p>The Clerk advised that Barclays had set up a service whereby they could back up every day all documentation held on the Parish Council’s computer for a fee of £10.00 per month. It was agreed that Cllr. Watling would look into the matter as British Telecom were also offering this service for free.</p>	101206	£641.14	Mrs L.J.Green	Salary 1.12.06 – 31.12.06	101207	£242.39	Inland Revenue Only	PAYE and N.I.	101208	£145.00	Mark Henderson	Grass Cutting Churchyard	101209	£128.26	Mrs L.J. Green	Expenses	<b>RW</b>
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1590.	<p><b>VILLAGE HALL.</b></p> <p>Nothing to report.</p>																	
1591.	<p><b>BEST KEPT VILLAGE COMPETITION AND VILLAGE IN BLOOM.</b></p> <p>Nothing to report.</p>																	

1592.	<p><b>VILLAGE ENVIRONMENT – GRASS CUTTING, MAINTENANCE, OPEN SPACES, FOOTPATHS, BUS SHELTERS AND PLAY AREA.</b></p> <p><b>Grass Cutting Tenders</b> – After discussion, it was agreed that the Clerk would write to Mark Henderson, Blackwater Landscapes and M.D. Landscapes to obtain quotations for the village grass cutting and churchyard grass cutting tenders. Clerk to speak to Cllr. Johnson regarding the pond maintenance.</p> <p>Cllr. Watling’s son had asked him to raise the matter of the drainage in Common Lane. The Chairman reported that a lady had been steam cleaning a front driveway and it had caused mud against the hedge as there is no drainage in Common Lane. The water is coming off the Common or from the houses built on the old gravel pits. Clerk to contact Phil Hope to arrange a site meeting with the Chairman. The Chairman and Cllr. Watling declared an interest in the matter.</p> <p>A parishioner, Mrs Mary Stone, had complained about the wheelie bins and green boxes that were being left on the pavement on the corner of the High Street/Mill Road (opposite The Cock Inn). The Parishioner advised that the bins were left there 24 hours a day, 7 days a week and were ruining the corner, which is in a Conservation Area. The Parishioner advised that the pavement is very narrow indeed and this is making it even narrower. It is dangerous for pedestrians as lorries are brushing past the pavement as they go past. Inspector Callow advised that she would look at the matter from an obstruction point of view. It was also agreed that the Clerk would write to the landlord and residents of 2 and 2A Mill Road advising that the houses were in a Conservation Area and please do not put bins out until collection day. The Parishioner also advised that the illuminated 30mph speed sign in Common Road did slow the traffic down but has now gone. The Chairman advised that it was only a temporary sign and that Parish Council are looking into the possibility of purchasing one. Inspector Callow said that she would arrange for the SID machines to come to Stock.</p> <p>A parishioner, Mrs Mary Couzens, of Lilystone Hall, Honeypot Lane, advised that the litter has now been cleared and that she will let the Parish Council know if it happens again.</p> <p>A parishioner, Mr Sawkins, of Magnolia House, Swan Lane, reported that trucks were using the top end of Swan Lane for parking on the pavement. He advised that they were ignoring the weight restriction and turning around in the school entrance. On several occasions his wall has been hit which he has had to pay for. The elderly from Mackay House use Back Lane and cannot walk on the pavement as lorries are parked there. Mr Sawkins said that under Health and Safety railings are needed where children come out of school. Mr Sawkins suggested putting bollards at each end and railings outside the school to stop trucks and make safe for pedestrians. Inspector Callow said that she would speak to Adam Pipe who was an expert at Police Headquarters and hopefully the problems would be solved. Chairman to also speak to Phil Hope at Essex County Council regarding matter.</p> <p>Inspector Callow said that she would also look into the matter of speeding in Smallgains Lane.</p>	<p><b>CLERK</b></p> <p><b>CLERK</b></p> <p><b>CLERK/ICC</b></p> <p><b>ICC/SE</b></p> <p><b>ICC</b></p>
1593.	<p><b>TRAFFIC, ROAD SIGNS AND PASSENGER TRANSPORT.</b></p> <p>Nothing to report.</p>	
1594.	<p><b>REPORT BY CHELMSFORD BOROUGH COUNCILLOR IAN GRUNDY.</b></p> <p>Cllr. Grundy had reported the following to the Clerk:-</p> <p>Road Traffic Speeding - Many will have seen press reports of a total review of speeding restrictions on our roads. This to be done with local consultation and I understand the Chelmsford area is scheduled to be done by 2010!!</p>	
1595.	<p><b>ESSEX RURAL HOUSING TRUST.</b></p> <p>The Clerk read out a letter that had been received from Christopher Warder Smith, Regional Development Director, of Rural Housing Trust, enclosing a copy of the proposed plans. Essex County Council and Chelmsford Borough Council have been concerned with traffic flows down Back Lane and the junction with High Street. Mr Warder Smith confirmed that a traffic census had been carried out to examine this and their specialist engineers confirmed that the new development would not lead to increased congestion at this junction and Highways have accepted this. With regard to layout and design, we are hampered, by existing pipelines that cross the site. This does impact on development and how the site can be used.</p>	

	Contractors went onto site a few weeks ago to determine the position of pipelines and carry out soil investigation and analysis to enable design of foundations and drainage. The overall layout is very similar to the original conceptual plans that were presented at the Information Day. Concerns from neighbouring property owners have been considered and certain measures taken to minimise perceived nuisance. These include re-distribution of parking further away from the property, provision of covered car ports, screen walling and screen planting to the eastern boundary. Furthermore, the design of the dwellings, plots 6 & 7, is such that overlooking is avoided as far as practical.	
<b>1596.</b>	<b>STOCK VILLAGE ACTION PLAN/VILLAGE DESIGN STATEMENT.</b>  Cllr. Phillips advised that an inaugural general meeting would be held on 10 <sup>th</sup> January 2007 when a Committee would be elected and the Constitution would be formally adopted. It was proposed that the Chairman would be Chris Otter, Secretary Paul Fenwick, Treasurer John Pye and other members would be Geoff Slide, Charles Phillips, Jenny Berkley, Sally Johnson and Stan Elgar.  Cllr. Watling to put copy of Constitution on website.	<b>RW</b>
<b>1597.</b>	<b>ANNUAL PARISH MEETING.</b>  Inspector Callow agreed to be the guest speaker at the Annual Parish Meeting. Clerk to E-mail Inspector Callow confirming the date of the meeting.	<b>CLERK</b>
<b>1598.</b>	<b>DATE OF NEXT MEETING.</b>  The next Meeting of the Parish Council is on Monday 29 <sup>th</sup> January 2007 at 7.30pm.	
<b>1599.</b>	<b>CLOSED MEETING FOR OPENING TENDERS.</b>  <b>Green in front of the Almshouses and the Track</b> – The Parish Council were extremely grateful to Gary Stringer for all his help in organising the quotations. The quotations were discussed. Quotations had been received from Maple, Branchin Out and Stonecraft. It was agreed that the contract would be given to Maple. Clerk to write to successful and unsuccessful contractors. Clerk to write to Jamie Cole at Chelmsford Borough Council sending him a copy of the quotation and sketch and asking if he could be present at the commencement of works to agree the exact setting. Clerk to also write to Mr Barker of The Tweedy Trust advising him that the Parish Council were going to have some work carried out on the track and asking him to notify all residents. Clerk to advise Mr Barker of the commencement date when known.	<b>CLERK</b>

**The Chairman thanked everyone for coming; the meeting closed at 10.15pm.**

Signed (CHAIRMAN).....DATE.....