

**STOCK PARISH COUNCIL**  
**MINUTES OF THE COUNCIL MEETING**  
**HELD AT STOCK VILLAGE HALL, STOCK**  
**ON MONDAY 11 OCTOBER 2021 at 7.00pm**  
Formal acceptance will take place at the next Council Meeting

**Present:**

Chairman: Councillor P Fenwick

Councillor J Millernas

Councillor S Porter

Councillor M Rolph

Councillor M Taylor

Councillor J Walker

Essex County Councillor and Chelmsford City Councillor - Councillor I Grundy

Officers:

Mrs N Caton – Clerk

Public:

Two

**21-49 Apologies for Absence**

Apologies were received from Councillor M Gray

**RESOLVED:** The apologies as tabled were accepted

**21-50 Declaring of Interests**

None received.

**21-51 Public Participation Session with respect to items on the Agenda**

Two members of the public addressed the Council regarding speeding and parking.

It was confirmed that as a resolution at the meeting held on 13 September 2021 that the Clerk had made application to the Essex County Council Local Highways Panel for a 2021 speed survey. Community Speedwatch volunteer invitations have been extended to residents via the social media service of Facebook.

It was confirmed that the proposed installation of CCTV within the village could not be used to harvest speed data for potential supply to Essex Police for fine implementation.

**RESOLVED:**

- Essex County Councillor/Chelmsford City (ECC/CC) Councillor I Grundy agreed to refer parking concerns in Mill Road and Back Lane to the South East Parking Partnership (SEPP) for site attendance.
- Councillors to check that the Vehicle Automated Speed units (VAS) are currently active. ECC/CC Councillor I Grundy to investigate and report current technology availability/alternatives.
- The Clerk to investigate the use of CCTV data transfer to Essex Police as evidence of speeding.

**21-52 Confirmation of Minutes**

**RESOLVED:** The minutes of the meeting held on 13 September 2021 were agreed as a true and accurate account of the proceedings of the meeting.

**21-53 Clerk's Report**

Members noted the Clerks Report.

- Local Highways Panel Speed Survey request submitted to Chelmsford City Council.
- The co-option of Councillor vacancies will be re-advertised to year end.
- Membership of the EALC/NALC – invoice received for due payment.



- Consultations – Submission of comment to the Chelmsford Housing Strategy and Army and Navy Sustainable Transport Package were submitted on 14 September 2021.
- Tracker registration to the [one.network](#) Roadworks and Traffic Service notification webpage has been completed.
- The bank mandate amendment to include Councillor M Gray (Vice Chairman) is currently being undertaken.
- The tug of war rope purchased for the cancelled VE75 celebrations has been collected and is being stored at the Clerks address.
- Remembrance Day Commemoration arrangements are in hand in liaison with the Royal British Legion. The Parish Council Wreath has been ordered from Chairman's Expenses (£25)
- Application to the Information Commissioner for data protection certification (Ref C1031530) has been registered – Fee £40 as agreed at the meeting held on 13 September 2021
- 19/01350/FUL – 3 The Paddocks referred to Chelmsford City Council Planning Officers for review following a potential breach of planning approval condition.

The following appendices were advised for noting.

- Appendix A – Correspondence and Action Report
- Appendix B – Planning Enforcement Report
- Appendix C – Highways Maintenance and Action Report

**21-54 Essex County Council/Chelmsford City Council Report**

ECC/CCC Councillor I Grundy tabled a verbal report on the following matters:

- Hylands House – Proposed Parking Charges are to commence in November 2021. Day rate £5/£2 per hour short stay. Concerns have been raised with regard to overspill parking in the Writtle area and the effect that the charges may have on Hyland House Businesses and the impact on ticketed private Event Hire of the site.
- Essex County Council Meeting to be held Tuesday 12 October 2031. Agenda item to discuss COVID vaccination for children to be discussed.
- Social Incident recorded at Ramsden Heath.

**21-55 Planning Matters**

i The following planning applications were discussed.

- 21/01470/FUL – 59 Well Lane, Stock, Ingatestone CM4 9LZ – Demolition of existing dwelling. Construction of a new dwelling with detached double garage.  
**RESOLVED:** Objection raised.
- 21/01544/FUL – Templeton House, Honeypot Lane, Stock, Ingatestone CM4 9QG – Construction of a 3-bay car port.  
**RESOLVED:** No Objection raised.
- 21/01551/FUL – Templeton House, Honeypot Lane, Stock, Ingatestone CM4 9QG – Demolish existing rear balcony and construct two storey rear extensions and single storey front, rear and side extension, alterations to the fenestration and external finish, raised patio, conversion of garage to gym, construction of a swimming pool and associated patio.  
**RESOLVED:** Objection raised.
- 21/01659/FUL – Site at 6 Well Lane, Stock, Ingatestone – Demolition of existing dwelling. Construction of a replacement detached dwelling with integral garage and new access.  
**RESOLVED:** Strong Objection raised.
- 21/01764/FUL – Site at 1 The Lindens, Stock, Ingatestone CM4 9NH – Demolition of existing dwelling. Construction of two new dwellings. Proposed formation of access, parking and associated landscaping.



**RESOLVED:** The Clerk to request an extension to the date of comment submission to 9 November 2021 to allow resident representation following delay of notification.

7.78pm – One member of the public left the meeting.

- f. 21/01827/FUL – Land North East of 34 High Street, Stock, Ingatestone – Construction of a new dwelling, new walling to existing house, with amended parking and amenity space layout for Harvard House east.

**RESOLVED:** Objection raised.

- g. 21/01940/FUL – 58 High Street, Stock, Ingatestone CM4 9BW – Proposed part single, part two storey side extension and two storey rear extension.

**RESOLVED:** No objection raised.

All comments of submission are public documents and can be viewed on the Chelmsford City Council [online planning portal](#) or by request to the Parish Council via the Clerk.

Concern was raised with regard to two new building developments within the area of Smallgains Lane which may not comply with planning regulation.

**RESOLVED:** Clerk to contact with City Council Planning and Enforcement Officers for comment.

- ii A Planning Decision Report was tabled for information (Appendix 1). The document is available upon request by members of the public or can be viewed by accessing the [online planning portal](#).

iii Rural and Community Led Housing

**RESOLVED:** Agreed to undertake a community survey (cost £500-£600) with delivery to households by the Parish Council.

iv Neighbour Notification Letters – The Council noted that as of September 2021, planning application notices will be phased out of postal deliveries to the ‘Occupiers’ of neighbouring properties. Yellow notices will continue to be posted within the area of the proposed developments. All notifications can be obtained by planning tracker service that can be downloaded following personal login at [www.chelmsford.gov.uk](http://www.chelmsford.gov.uk)

## 21-56 Highways and Maintenance

- a. High Street – Speeding – Agenda item brought forward to 21-51.

- b. Village Gateways – A verbal report was tabled by Councillor S Porter.

**RESOLVED:** Councillor P Fenwick to contact C R Swift Landscaping to undertake maintenance works to the damaged gateway in Stock.

- c. Dakyn Drive – Fence Work

**RESOLVED:** Following quotes received it was decided to defer maintenance of the fence to a future date in order that the paint can be applied in more suitable seasonal period.

- d. Essex Highways – Highways Maintenance Devolution Programme.

**RESOLVED:** Item deferred to next Council meeting - Essex County Councillor/Chelmsford City Councillor I Grundy and Councillor M Gray to investigate further and report to the next Council meeting.

## 21-57 Environment

- a. Wildlife and Countryside Act 1981, Section 53 – Stock: Application to add a bridleway from Back Lane to Stock Lane – Case 995 – The Clerk advised that submission to Essex Legal Services had been forwarded on 16 September 2021 – No further action required.

- b. Hankins Wood – Councillor P Fenwick reported that Mr S Plumb Associates have agreed to undertake an Ecology Survey and Management Plan.

**RESOLVED:** Quotation for services to be forwarded to the Council for agreement.

- c. The Common – Councillor J Walter and Councillor S Porter reported that bulbs had been purchased in the sum of £71 with tree and shrub purchases yet to be undertaken.



Preliminary clearance of the site adjacent to 7-9 Common Road will commence on Saturday 16 October 2021 with planting commencing on Saturday 23 October 2021.

**RESOLVED:**

- Councillor P Fenwick to invite C R Swift to attend the site on 16 September 2021 to discuss debris clearance resulting from the works to be undertaken.
- To consider a planting plan – Councillor P Fenwick to contact Mr S Plumb for advice on the planting of silver birch.
- To post social media invite for parishioners to assist the plans of work.
- All invoicing to be sent direct to The Clerk in order that VAT can be claimed.

8.13pm – A member of the public left the meeting.

- d. Village Drainage Survey – The ground at The Common was reported as heavily holding recent rainfall with drainage to the ditch network required. A proposal to use the pond as a soakaway was discussed and that a survey of the area by carried out with regard to suitable gabion installation at a height which would not cause a trip hazard complimented by wooden posts around The Common.

Councillor M Rolph stated that he had not received a response to date from ECC Watercourse Regulation Engineers with regard to the reported closure of the ‘Where Does My Water Go’ drainage survey.

**RESOLVED:** Councillor P Fenwick to request contractor C R Swift to review the scheme for correct invoicing to be circulated to all Councillors for review and agreement.

At the Chairman’s discretion and Council agreement the following items were discussed:

- Car park on The Common – Councillor M Taylor informed members that the area had been gifted to the Bowling Club by Lord Petre but that the area appeared to require a more permanent boundary with the potential of installing pegged sleepers.

**RESOLVED:** Councillors to attend a site meeting. Date and time to be advised.

- Commemorative Tree - Councillor P Fenwick informed the Council that the Cherry Tree purchased to commemorate the life of the Duke of Edinburgh had been planted..

**RESOLVED:** The purchase of a commemorative plaque from Brunel Engraving was agreed as follows:- 1 x Slate Tree Plaque 200x150x12mm to be mounted on a Galvanised powder coated stake – Engraving (Option 1).

- Bench – Mill Road – A plan of maintenance work to replace the wooden slats on the concrete based bench

**RESOLVED:** Councillor S Porter to seek contractor quotations and report at the next Council meeting.

- Litter Bins – Councillor J Walter reported that a survey of the litter bins had been undertaken.

**RESOLVED:** The Clerk to undertake a report for the replacement of a broken bin at the High Street zebra crossing, and increased volume bins at the Alms Houses and outside The Hoop public house in the High Street.

**21-58 Community Events**

- a. Jubilee – June 2022 - Councillors Porter, Taylor and Walter reported the forming of a ‘WhatsApp’ Chat Group and will progress by giving update reports to Council members. A social media Facebook invitation to members of the community to join the group has been posted.
- b. Christmas Market – December 2022 – Councillor M Taylor reported that he had made initial contact with Greenwoods with regard to the potential use of car parking facilities.  
**RESOLVED:** Councillor M Taylor to raise the event with the Stock Village Hall Management Committee at the meeting to be held early in 2022.



**RESOLVED:** Three 4.5-4.8m (15/16 ft) Christmas Trees to be purchased and installed made by C R Swift. Councillor S Porters suggestion of providing decorations for parishioners to hang under a 'village remembers' scheme to be investigated.

- c. Litter Pick – 18 September 2021 – Councillor J Walter reported that approximately 12 parishioners attended the event. A delay in the collection of the bags was reported. A note of thanks to all that attended was extended by Council members.
- d. Stock Press – Community Publication – It was reported by Councillor J Millernas that publication of The Stock Press would be returning in December 2021. Deadline for editorial copy 10 November 2021.

**RESOLVED:** The Clerk to draft an article for agreement at the next Council meeting.

## 21-59 Finance

- a. The Monthly Schedule of Accounts Payable October 2021 was agreed for signature Authority for payment –

- Heybridge Creative – Webhosting, Reprographics and Artwork £1891.71
- Essex Association of Local Councils – Affiliation Fee and Training £751.52
- CR Swift Landscaping Ltd – Grass Cutting £5397.91
- Stock Village Hall – Room Hire £105.00
- Brunel Engraving – Commemorative Plaque - £166.02
- Councillor J Walter – Bulb Planting reimbursement - £71.00
- The Conservation Volunteers (TCV) - £276.00
- ICO – Data protection Fee - £40.00
- Staffing – £1648.94

It was reported by the Clerk that a signatory mandate for Councillor M Gray (Vice Chairman) is currently being undertaken.

Discussion ensued with regard to the use of Councillor.gov.uk domain names.

**RESOLVED:** It was agreed to review potential use of the.gov.uk domain names at a future date. Councillor P Fenwick to liaise with Heybridge Creative with regard to webhosting charges and Council member and Clerk authority access.

**RESOLVED:** A transfer of £60,000 to be undertaken from the Barclays Business Current Account to the Barclays Savings Account.

- b. Bank Balances

**RESOLVED:** Agreed in the following sums as at 30 September 2021

Barclays Business Current Account £160797.96

Barclays Savings Account £27,936.95

- c. Budget Review

The Council noted that a report would be tabled at the next Council Meeting.

**RESOLVED:** Councillors wishing to request Council consideration for specific projects funding to contact the Clerk for inclusion within the report. A Community Infrastructure Levy (CIL) report also to be tabled for review and discussion.

- d. Grants – Invitations to apply were posted on Friday 8 October 2021. All groups, associations and societies to contact The Clerk for an application pack.

**RESOLVED:** Councillor S Porter to provide a list of contacts to The Clerk. All applications will be considered and any agreed payments will be made in April 2022. Closing date Friday 5 November 2021 with Chairman's discretion to be applied.

Councillor M Taylor reported that only limited match funded grant projects from City and County Council were available at the current time.

**RESOLVED:** Councillor M Taylor to meet with The Clerk on Friday 15 October 2021 to discuss grant sourcing.

## 21-60 Administrative



- a. Staff Appointment – Following the successful completion of a three-month probationary period, Mrs Nicola Caton has been appointed Clerk/RFO to Stock Parish Council.
- b. Training – Councillor M Rolph and Councillor M Taylor will attend the EALC training briefing Introduction to Planning to be held on Wednesday 13 October 2021 via Zoom. Councillor M Taylor to attend the EALC Community Engagement suite of seven Climate Crisis Zoom meetings to commence on Tuesday 30 November 2021.  
**RESOLVED:** All in agreement.
- c. Local Council – Affiliated Foundation Status  
**RESOLVED:** The Council agreed not to pursue Foundation Status
- d. Forward Planning – 3-5 Year Council Management Plan  
**RESOLVED:** The Council agreed not to pursue a 3-5 Management Plan.

The next Council Meeting will be held on  
8 November 2021 – 7.00pm – Stock Village Hall CM4 9NF

There being no further public business to be transacted, the Chairman closed the meeting at 9.29pm.

Signed Chairman .....

Dated: 8 November 2021

