

**Danbury Parish Council**  
**ENVIRONMENT COMMITTEE**

**Minutes of the Meeting held on Wednesday 15 May 2024 7.30pm at**  
**Danbury Parish Council Office, The Old School House, Main Road, Danbury, CM3 4NQ**

**Present:** Cllr S Berlyn, Cllr A Chapman, Cllr G Chapman, Cllr B Hallett,  
Cllr M Hessing (ex officio) & Cllr A Keeler

**In Attendance:** Mrs M Dyer (Assistant Clerk)

**24/25.01 Election of Chairman**

Cllr Berlyn nominated Cllr A Chapman to serve as Chairman of the Environment Committee for the current municipal year, seconded by Cllr G Chapman. There were no further nominations and Cllr A Chapman was elected unopposed.

RESOLVED: that Cllr A Chapman be elected to serve as Chairman of the Environment Committee for the municipal year 2024-25.

**24/25.02 Election of Vice Chairman**

Deferred to next meeting

**24/25.03 Apologies for Absence**

Apologies were received and accepted from Cllr Hallett and Cllr Hessing

**24/25.04 Declarations of Interest**

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept and the DCA.

There were no declarations at this point.

**24/25.05 Public Question Time**

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

There were no Members of the Public present.

#### **24/25.06 Minutes of the Environment Committee dated 13 March 2024**

RESOLVED: that the minutes of the Environment Committee meeting held on 13 March 2024 were approved and signed as a true record.

Proposed: Cllr G Chapman, seconded Cllr Keeler and all agreed.

#### **24/26.07 Actions**

Actions from the minutes were noted.

#### **24/25.08 Environment Committee Strategic Plan**

Members considered the items included in the Environment Committee Strategic Plan and agreed that regarding rewilding/no mow areas these should be reviewed by the Chairman of the Committee with the Assistant Clerk in conjunction with the contractor. In relation to Public Rights of Way (PRoW) Assistant Clerk to clarify with the Essex County Council (ECC) PRoW Officer the date regarding any new public rights of way.

#### **24/25.09 P3 Group**

Cllr Chapman gave a brief update to Members advising that the new Footpath Officer had submitted a report of the footpaths he had walked and inspected; Cllr Chapman was now preparing a report from this inspection and the result of his footpath inspection to submit to the ECC PRoW Officer. At this point Cllr Chapman believed that permission would be needed for the installation of six posts and one gate, but the cutback of five lots of vegetation would not need permission. Cllr Chapman reminded Members that 'permission' to carry out some P3 tasks was based on the PRoW Officer checking the locations for pipes or services in the vicinity or distance from roads; 2024 works would be undertaken late summer/September. Cllr Chapman advised that all works identified in 2023 had been completed and expressed his thanks to the P3 group for all their work.

#### **24/25.10 Community Woodland**

Members noted that The Conservation Trust (TCV) had been on site five times since early March and completed works locating planted trees/shrubs, installing planting tubes and mulching. TCV had supplied the planting tubes and stakes FOC and would only be charging for four sessions. Cllr G Chapman had attended all the TCV sessions, when approx. 4 tonnes of mulch had been applied, but advised that the thistles were growing again. Assistant Clerk was requested to speak to the Parish Council Grounds Contractor and the TCV regarding these thistles and their removal and cost if this is the recommended route.

Members noted that an order had been placed with the contractor for the works to the fencing and that this work is now scheduled to be carried out w/c 6 May or w/c 13 May 2024

Members were reminded that grants for the woodland e.g., Rural Communities Grant, Awards for All etc. will be applied for when costs for other works within Management Plan have been received.

Members noted that locations for bird boxes was still being investigated.

Members discussed the seating in this area and were all in agreement to have the picnic bench fixed to the ground at a cost of £50 to prevent further movements by persons unknown.

#### **24/25.11 Highways Matters**

Members noted updates advised by Assistant Clerk for matters reported to ECC Highways.

Members noted that 'pothole' issues advised by Cllr Hallett at the previous meeting had been reported to Cllr Spence/ECC Highways, however, Cllr Hallett advised that one of these issues had still not been rectified and supplied details of two further issues. Assistant Clerk to pass to Cllr Spence.

Members discussed the need for the Belisha Beacon lights at the crossing by the Medical Centre to be upgraded to stronger lights.

Members noted that no further information had been received from the resident in relation to Hyde Lane. Members noted request had been sent to St John's School regarding parking in Little Baddow Road, but information re SEPP initiative 3PR still to be discussed with the school.

#### **24/25.12 A414 Review**

Members noted details of the new ECC Members Highways Initiative for maintenance issues/ changes to Local Highways Panel (LHP).

Members noted that due to changes to Local Highway Panel (LHP) and new system re Highways Maintenance issues, clarification was awaited regarding the new process/route for the five potential schemes Members had requested at the March meeting be put forward to the 'old' LHP.

Members noted that regarding the crossing at A414 near The Bell information was still awaiting regarding cleaning/upgrading of the Belisha Beacons.

Members noted that the Assistant Clerk is liaising with Head Teacher and City Cllr Armstrong regarding release of land to facilitate installation of junction box for the potential new light-controlled crossing.

#### **24/25.13 Allotments**

Members noted that one of the vacant plots had been rented; two plots still available, these were being advertised as those on waiting list were not able to take up plots at this time; meeting with plot holders still to be arranged.

#### **24/25.14 Ponds**

Members noted that a meeting was still to be arranged with TCV in June to ascertain works for both ponds in the summer.

#### **24/25.15 Trees**

Members noted outcome of the Tree Survey carried out in March 2024 and the recommended works. Members considered the costs for works at Lingwood Common, which need to be carried out. Cllr Keeler proposed that JCM Services be appointed to carry out tree works at Lingwood Common at a cost of £1,800.00 ex VAT; Cllr Berlyn seconded the proposal, all Members were in agreement.

Members noted that further quotes were awaited for the other recommended works.

RESOLVED: that JCM Services be appointed to carry out tree works at Lingwood Common at a cost of £1,800.00 ex VAT.

#### **24/25/16 Chelmer Valley Landscape Group (CVLG)**

Members noted agendas and minutes for the meetings held on 4<sup>th</sup> March and 15<sup>th</sup> April 2024 and that the next meeting would be held on Tuesday 28<sup>th</sup> May 2024.

#### **24/25.17 Revocation of Air Quality Management Areas**

Members discussed the resolution made by Chelmsford City Council (CCC) to revoke Air Quality Management Areas (AQMA) at The Army and Navy and the A414 Maldon Road Danbury (near The Bakers Arms) as quality at both sites had improved (sites would continue to be monitored for any increases) and the article appearing in the Spring/Summer 2024 issue of The Danbury Society Newsletter. Following discussion Members requested that copy of the hard data is requested from CCC as COVID had a significant impact on traffic movements, which was part of the data included leading to the CCC resolution. Members were perturbed that the decision was not delayed until well after COVID when 'normal' traffic data was available.

**24/25.18 Blister Packs**

Members noted that the unit still to be purchased.

**24/25.19 External Lights at Parish Office**

Members noted that the timers on external lights have now been amended for the lights to come on at 3pm and go off at 11pm; and then come on at 5.30am and go off at 8.30am. Assistant Clerk to ascertain from the Landlord (ECC) if this can be adjusted seasonally.

**24/25.20 Matters for Report (for information only)**

Cllr A Chapman advised that the invitation to the University of Essex Annual Meeting and Summer Reception on Thursday 27 June 2024 be forwarded to all Cllrs to ascertain if anyone is available to attend as Cllr A Chapman is unable to.

**24/25.21 Matters for Communication**

There were no matters for communication to residents

**24/25.22 Meetings in 2024**

Wednesdays: 17 July, 11 September and 13 November

There being no further business, the Chairman closed the meeting at 8.47pm

Signed: Chairman..... Date: .....