

CHELMSFORD ASSOCIATION OF LOCAL COUNCILS

Supporting Parish and Town Councils in the District of Chelmsford

Chair: Joe Parsad

Association Clerk: Louise Flavell email: clerk.chelmsfordalc@gmail.com

MEMBERS MEETING

MINUTES OF THE MEETING HELD ON: 15th October 2025 at 7.00pm, held at The Parish Hall, 19 Maldon Road, Great Baddow, Chelmsford CM2 7DW

Chair of the Meeting: Joe Parsad (Rettendon)

Present:

Margaret Bleet (Broomfield), Adewold Odelana (Broomfield) Martin Dean (Chelmer Village), Peter Coleing (Chelmer Village), Melanie Williamson (Chelmsford Garden Community), Andrew Wright (Chelmsford Garden Community), Cynthia Driver (Chelmsford Garden Community), Lynn Ballard (Chignal), Simon Polley (Chignal), Martyn Towns (Chignal), Jayne Owles (Galleywood), Neville Paul (Galleywood), Malcolm Johnston (Good Easter), James Raven (Great and Little Leighs), Veronica Sadowsky (Great Baddow) Mary Cordeiro (Great Baddow), Keith Liley (Great Baddow), Andrew Sosin (Great Baddow), Steve Gilbert (Great Waltham), Alan Martin (Great Waltham), Peter Latham (Highwood), Alan Roche (Little Baddow), Andy Wallace (Margaretting), Catherine Nixon (Rettendon), Dianne Francombe (Rettendon), Keith Marshall (Rettendon), Hazel Dale-Evans (Rettendon), Anton Shelupanov (Roxwell), Brian Perry (Roxwell), Steve Davis (Runwell), Martin Cross (Sandon), Cedric Calmeyer (Sandon), Ian Nicholls (Writtle)

In Attendance: Clerk of the Association, Nick Eveleigh (Chelmsford City Council), Stephen Robinson (Chelmsford City Council)

It was noted Joe Parsad was chairing the meeting as Vice Chair, in absence of Bob Kilvington.

1. Apologies for Absence

Apologies were received and agreed for Karen Jones (West Hanningfield), Bill Woolward (Galleywood), Peter Elkington (Boreham), Michelle Harper (Danbury) and Graham Seeley (Good Easter).

2. Minutes of Meeting

The minutes of the meeting held on 14th August were noted and agreed. Proposed by Alan Roche and seconded by Veronica Sadowsky.

3. Presentation by Nick Eveleigh and Stephen Robinson

A presentation and questions followed on Local Government Reform. Clerk to circulate the presentation to all Members and put on website.

Nick Eveleigh and Stephen Robinson left the meeting at 8.35pm.

4. Chair's Report

The Chair's Report was noted and the Association thanked Bob Kilvington for his work and commitment.

5. Clerk's Report

The Clerk's report was noted.

6. Election of Officers and appointment of Members

Anton Shelupanov proposed Joe Parsad for the position of Chair for the year 2025/26, seconded by Steve Gilbert.

Joe Parsad proposed Melanie Williamson for the position of Vice-Chair for the year 2025/26, seconded by Veronica Sadowsky.

Louise Flavell was appointed Clerk for the year 2025/26.

The Executive Committee was appointed for the year 2025/26 as Joe Parsad, Melanie Williamson, Margaret Bleet, Alan Roche, Anton Shelupanov, Karen Jones and Andy Wallace.

Officers for the EALC Executive Committee were appointed for the year 2025/26 as Joe Parsad and Melanie Williamson.

7. Finance Reports

The Bank Reconciliation up to September 2025 was reviewed and agreed. Proposed by Alan Roche and seconded by Joe Parsad.

The Accounts up to September 2025 were reviewed and agreed. Proposed by Joe Parsad and seconded by Veronica Sadowsky.

8. Consultation and Framework Document

Members were reminded to complete the consultation document, so that the framework document can be finalised. Clerk to remind those Members still to complete.

9. Matters for Information

Steve Gilbert advised the LGR consultation will be live in November 2025. It was requested for a member meeting, following launch to be able to submit an Association response.

10. Date of Next Meeting

Wednesday 21st January 2025 – 7pm – Online.

There being no further business the Chair closed the meeting at 9.00pm.

Signed.....

Date: 21/1/26.....