

Minutes of the Meeting of the Great Waltham Parish Council held on Monday 21st July 2025 at The Pavilion, South Street, Great Waltham at 7.30pm for transacting the following business.

25/2246 Chair's Welcome:

Chair: Gilbert.

Cllrs: Jenkins, Martin, Stephenson, Taylor, Bradley, McDevitt, and Steel.

25/2247 Apologies.

Note Cllr Micklem's resignation.

Cllr Jackson.

25/2248 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

There were no declarations.

25/2249 Public Participation session for any items regardless of its existence on the agenda.

One member of the public to observe.

25/2250 Report by County Councillor – (Cllr Mike Steel).

The full report will be online in the agenda section of the website.

- It was noted that the Parish Council has 7 Speed Indicator Device (SID) pole locations throughout the parish. The new process of allowing streetlamps to be used for SID or Vehicle Activated Signs after assessment and payment of a small fee has been introduced, but may not be relevant to this parish.
- A number of highways issues will be dealt with during August through the member led scheme.
- Roadworks at Broomfield Hospital for 6 weeks started today. The disruption caused has been noted – it has been very frustrating for drivers.
- Great Leighs racecourse events earlier in the month created some traffic issues. 25,000 people attended the event on the Friday. Traffic accidents/incidents (including a vehicle fire) on surrounding roads caused further delays.
- Local government reform and devolution for Essex has been discussed at both city and county council level. As things stand, the City Council leader has indicated a preference for a 5 new unitary authorities model for the county, while the County Council leader's preference is for 3. The ultimate decision, based on the representations it receives, will be by Central Government after September 2025.
- Pylons. The issue of a DCO (Development Consent Order) is the next stage in the process. The understanding is that National Grid are currently pursuing their proposal of lower, wider pylon plans, but still at the locations they originally indicated.
- A12 widening has been cancelled by Central Government.
- Vehicle Activated Sign repairs at Ford End school are expected to be actioned.
- The Church Lane, Ford End road subsidence issue to be submitted for inspection by ECC.

25/2251 Report by Chelmsford City Councillor – (Cllr Mike Steel).

The full report will be online in the agenda section of the website.

25/2252 Confirm the minutes of the ordinary meetings of the Council held on 16<sup>th</sup> June 2025.

**Resolution: The minutes of the meeting were confirmed.**

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<a href="#">Address</a>	<a href="#">Type</a>	<a href="#">Status</a>
25/00763/FUL	Garnetts Farm Mashbury Road Great Waltham Chelmsford Essex CM3 1EG	Application Permitted
25/00687/FUL	7 Woods Road Great Waltham Chelmsford Essex CM3 1LJ	Application Permitted
25/00647/FUL	Rye Cottage Larks Lane Great Waltham Chelmsford Essex CM3 1DT	Application Permitted

Description of works: Variation of condition 2 to planning permission 23/00365/FUL (Demolition of existing stables, with construction of two residential dwellings with detached car ports & associated works including a new vehicular access) To amend the positioning and configuration of the cart lodges and associated parking.

**Resolution:** *The Parish Council has no objection to the change to condition 2.*

<b>Total</b>	<b>£</b>	<b>108,508.97</b>
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**Resolution:** *The accounts were noted.*

25/2258 Budget Update to 30<sup>th</sup> June 2025.

# Financial Budget Comparison

Comparison between 01/04/25 and 15/07/25 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/25

	2025/26	Actual Net
<b>EXPENDITURE</b>		
Total Council	£111,503.38	£19,766.65
Total Expenditure	£111,503.38	£19,766.65
Total Income	£111,503.38	£56,439.75
Total Expenditure	£111,503.38	£19,766.65
Total Net Balance	£0.00	£36,673.10

Note that the second £50,807 of the precept is due in October 2025.

**Resolution:** **Clerk to produce monthly budget reporting with some explanation of variance.**

25/2259 Confirmation of payments-(Clerk) :

Payee	Item	Budget heading	Payment
salaries	salaries	salaries	£1,227.53
unity trust bank	bank charges	bank charges	£ 6.00
HMRC	PAYE	PAYE	£ 739.83
Essex Pension fund	Pensions	Pensions	£1,108.42
Cleaning Service	Pavilion	Pavilion expenses	£ 50.00
Three Mobile	Broadband	Pavilion expenses	£ 18.70
Clerk	Expenses	Expenses	£ 57.57
Handyman	Expenses	Expenses	£ 22.50
Cleaning Service	Toilet Roll	Pavilion expenses	£ 6.15
JCM	Grounds Maintenance	Grounds Maintenance	£1,606.50
Maldon District Council	Trucam in Ford End	Safety Schemes	£ 240.00
Nik Death	Allotments Works	External Labour	£ 350.00
JCM	Allotment Hedge Cut	Grounds Maintenance	£ 132.00
Miss A C Wood	2024-2025 Audit	Internal Audit	£ 140.00
AdvantEdge	Year 3 of contract	IT	£1,505.88
EALC	Clerks Course	Training	£ 150.00
Amazon	3 rolls of weed control	Allotments	£ 35.79
Amazon	1 roll of weed control	Allotments	£ 16.94
Amazon	Super mop and 2 x heads	Pavilion expenses	£ 17.99
Amazon	3 rolls of weed control	Allotments	£ 46.86

**£7,478.66**

**Resolution:** **The Payments were approved.**

25/2260 Monthly Bank Reconciliations-(Clerk).

**Resolution:** **The three bank account reconciliations were shared and approved.**

25/2261 Update on the Action Tracker (circulated with the agenda) – (All).

Various items were reviewed and closed as completed.

25/2262 Clerk's report.

Handyman.

- Repairs and painting at Howe Street play area.
- Repairs and painting at Great Waltham play area.
- Repairs at Ford End play area.
- Moving SID.

- Planned Holidays August.

Clerk.

- Internal Audit.
- File for External Audit.
- Materials for allotments.
- Materials for playground repairs.
- Investigate options for the Great Waltham War memorial posts.
- Planned Holidays August.

25/2263 To agree a constitution for the Council (see draft circulated with the agenda).

**Resolution: The Constitution was agreed.**

25/2264 To agree revised Standing Orders following issue of NALC model wording update (see draft circulated with the agenda).

**Resolution: The revised Standing Orders were adopted.**

25/2265 To agree revised Financial Regulations following issue of NALC model wording update (see draft circulated with the agenda).

**Resolution: The revised Financial Regulations were adopted.**

25/2266 Discuss the Safer Essex Roads Partnerships request to complete a survey to gauge the views on 20mph speed limits in residential areas.

The survey contains 7 questions. This includes querying whether a local consultation to understand the level of support has taken place.

**Resolution: Undertake an online survey using SurveyMonkey to understand the views of residents regarding 20mph speed limits in residential areas.**

**Resolution: Delegate the construction of the questions and the subsequent online survey to the Highways & Transport Committee.**

**Resolution: Respond to the SERP survey including feedback from the online survey.**

25/2267 Discuss and approve any items to release for publication.

- Precis of the meeting.
- Parish Council Vacancy.
- Update from Working Group (Playground).

The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies".

25/2268 Proposal to close the meeting to discuss a legal position.

**Resolution: The meeting was closed to the public for the discussion.**

25/2269 To discuss and agree any Council response to developments in connection with VG150.

The meeting noted the current situation in relation to the ongoing dispute concerning Highways' activities to remove the fence/hedge from the land. Mindful of that, the meeting agreed immediate actions it should take as owner of the land.

**Resolution:** **The maintenance of VG150 to be aligned with that of other green areas in the parish for which the Council has responsibility.**

**Resolution:** **The Council's grass-cutting contractors will be asked to add maintenance of VG150 to its schedule of works.**

**Resolution:** **Clerk to write to any residents affected, confirming the alignment with other green areas and the arrangements with the Council's contractors.**

**Resolution:** **A boundary line demarcation between VG150 and surrounding properties to be installed by the Council.**

**Resolution:** **Clerk to get quotes for the fencing for a boundary line demarcation.**

**Resolution:** **A review of byelaws across the parish's green spaces to be undertaken as part of the fulfilment activities documented in the Council's Strategic Plan (Strategic Objectives 8A and 8B).**

Meeting closed 21:26  
Will Adshead-Grant  
Clerk to the Council.