

Great Waltham Parish Council

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The Minutes of the Meeting of the Great Waltham Parish Council held on Tuesday 18th November 2025 at Ford End Village Hall , Ford End at 7.30pm.

25/2354. Chair's Welcome:

Chair: Gilbert.

CLRs: Martin, McDevitt, Stephenson, Steel, Taylor, Jenkins, Nicholls, Bradley, Jackson, and Holland (after item 25/2355).

25/2355 To approve the recommendation that Paul Holland is co-opted to fill the Parish Council's membership vacancy.- (Cllr Gilbert).

Resolution: **Paul Holland was co-opted on to the Council.**

25/2356 Apologies.

No apologies required.

25/2357 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllr Jackson and Bradley – Allotments item.

25/2358 Public Participation session for any items regardless of its existence on the agenda.
11 members of the public.

- **VG150** – How frequently will the grass be cut? – The Parish Council contractor has cut the grass three times this year.
- **Church Lane** – Noted that Church Lane has an area of grass that has not been cut and seems to have been missed by the City Council. The Parish Council is making enquiries to establish ownership and maintenance responsibility.
- **Chelmsford Local Plan (25/2384)**
 - The Strategic Housing and Employment Land Availability Assessment (SHELAA) output suggests that the site near the Ford End School was planned for 2030. The proposed revised Local Plan up to 2030 indicates the FE development will be brought forward by the City Council to meet its targets.
 - It was suggested that a condition of the development should be the safe disposal of surface water. The development is higher than Church Lane and surface water is piped across under the road. In 2022 the pipe that takes the runoff was opened by Essex Highways Council to review its status and not properly reinstated. Cllr Steel declared conflict of interest due to his role as Essex County Council Councillor. A potential mitigation is a new pipe or a fix to the old pipe.
 - **75 New Houses**
 - A question on what Chelmsford City Council is doing about empty homes, as latest data (2022) suggests there were 1,000 empty homes in the Chelmsford area. It was noted that Central Government has increased the targets in the proposed revised Plan, not the local council. If a house remains empty after 12 months the owner is liable for double Council Tax.
 - Development in Maldon – the houses are reported as not selling. Suggested that a development of 75 houses at Ford End may not sell either.
 - Dandara have had a very brief conversation with the Ford End Village Hall trustees in 2023 about the future of the hall. Noted that the current village hall is expensive to run and maintain, and it needs a full structural survey to assess its future maintenance needs.
 - The proposed site is 13 acres and Dandara normally work on 10 houses per acre.
 - Suggested that the road junction with the proposed development could be changed depending on needs.

- The school will get a bigger car park, but would the school get the full infrastructure to support more students? The school currently has 60 students and a capacity of 80.
- Traffic calming has previously not been available on this road, so why can a developer's road now be allowed to run off the main road?
- Dandara have taken over a site in Braintree and sold the properties to a north London council, so could the same happen here? It was noted that there will be affordable housing in the development.
- Local Government Reorganisation – can it affect this development? It was noted that currently the uncertainties created by LGR are ubiquitous.
- Feedback from the Parish Council on their thoughts?
- When do we need to develop a community benefits wish list for the developers?
- Beaulieu development is running behind its planned completion due to funding for the A12 widening scheme having been withdrawn by Central Government.

25/2359 Report by County Councillor – (Cllr Mike Steel).

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

- LHP (Local Highways Panels) are focussing on the existing backlog of schemes.
- CIF (Community Initiatives Fund) – applications open.
- National Grid's pylons scheme is at the Planning Inspectorate pre-examination stage. The proposed pylon beside Chelmsford Road is still in the submitted design and a return to the previous design is preferred.
- Love your Bus grants – open.
- Devolution. Mayoral election in May 2026.
- LGR (Local Government Reorganisation). Central Government expected to put forward imminently their preferred model(s) for consultation.

25/2360 Report by Chelmsford City Councillor – (Cllr Mike Steel).

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

- Wheeler Hill – Entertainment licence application for 5,000.
- CGR (Community Governance Review) – consultation runs until January 4th.
- Free trees available under CCC's 'Our Plan' – Greening Chelmsford Strategy.

25/2361 Confirm the minutes of the ordinary meeting of the Council held on 20th October.

Resolution: The minutes were confirmed.

25/2362 Note the minutes of the Finance & General Purposes Committee held on 27th October.

Resolution: The minutes were noted.

25/2363 Update on the decisions of Chelmsford City Council Planning department.

<u>Reference</u>	<u>Address</u>	<u>Status</u>
25/01277/FUL	Elm Tree Cottage Mashbury Road Great Waltham Chelmsford Essex CM3 1EL	Application Permitted

25/2364 Local Planning consultations:

1. Reference: 25/01437/LBC
Address: Green Oaks Brook Hill Great Waltham Dunmow
Description of works: Replacement of existing conservatory to rear of property.

Resolution: The Parish Council has no objections.

2. Reference: 25/01436/FUL

Description of works: Replacement of existing conservatory to rear of property.

Payee	Item	Budget heading	Payment
salaries	salaries	salaries	£1,274.66
unity trust bank	bank charges	bank charges	£ 6.00

HMRC	PAYE	PAYE	£ 777.47
Essex Pension fund	Pensions	Pensions	£1,126.10
Cleaning Service	Pavilion Cleaning	Pavilion expenses	£ 50.00
Three Mobile	Broadband	Pavilion expenses	£ 19.54
Clerk	Expenses	Expenses	£ 61.02
Handyman	Expenses	Expenses	£ 68.35
Amazon	Outside Floor Mat	Pavilion expenses	£ 15.98
JCM	NORTH END DITCH LINE	GROUNDS MAINTENANCE	£ 180.00
JCM	4/4 PAYMENT	GROUNDS MAINTENANCE	£1,678.50
Parishioner	Water Meter replacement Bury	Allotment Expenses	£ 50.00
Cleaning Services	Washing Up Liquid x 2	Pavilion Expenses	£1.24
Cleaning Services	Toilet Paper	Pavilion Expenses	£6.50
			£5,315.36

Resolution: The Payments were approved.

25/2368 Monthly Bank Reconciliations-(Clerk)

The Bank reconciliations were checked across all three accounts and approved.

Resolution: All Bank reconciliations approved.

25/2369 Clerk's Report.

Handyman:

- Gate repairs at playground.
- Leaf clearance.
- Fence repair at Great Waltham.

Clerk:

- Precept Course.
- Remembrance Sunday Preparation .
- Council Finance Course.
- Allotment Invoices and Reminders x 1.
- Budget.

25/2370 Update on the Action Tracker (circulated with the agenda) .

Several items were closed off as completed.

25/2371 To confirm that GWPC gives permission for a temporary Christmas tree to be erected on PC land at Broad's Green and to confirm whether the PC's PLI covers the event with a clear view on whether the PC is the organiser of the event, or a supporter and to ensure the PC's PLI is allowed for either .
The Parish Council is pleased to support this initiative and to ensure the Council's PL insurance cover is operative will need to take on the role of Committee leadership.

Resolution: Cllr Taylor will represent the Parish Council and lead the committee for the Parish Council.

Resolution: The Parish led committee will arrange for a temporary tree to be installed on the green for December 2025.

25/2372 To consider whether the PC would confirm, support or lead on having a permanent Christmas tree on PC land at Broad's Green.

Resolution: The Parish Council will await the feedback from residents.

25/2373 To agree to enter into a contract with HAGS-SMP Ltd. to complete Phase 1 of the Great Waltham Recreation Ground Play Area project (for the refurbishment of the toddlers' area) at a cost of £ £62,220, excluding VAT.

Resolution: **The Council agreed to enter into the contract at the cost indicated under Phase 1 of the project.**

25/2374 To agree that the Council submits a Community Initiatives Fund bid to EALC for up to £10,000 to help fund a new RoSPA standard metal perimeter fence for the Great Waltham Recreation Ground Play Area.

Resolution: **The Parish Council agrees to submit the CIF bid.**

25/2375 To agree to the F&GP Committee's recommendation of a budget of £129,992.04 for 2026-2027.

Resolution: **The Budget was approved.**

25/2376 To agree the F&GP Committee's recommendation of a Council precept demand of £106,592.04 for 2026-2027 based on the preceding item where the budget was discussed .
It was noted the new demand would represent a 4.9% increase (following the 1.9% reduction last year).

Resolution: **The Precept was approved.**

25/2377 To consider a request to approve the installation of a memorial bench on the green at Broad's Green following the feedback obtained from local residents to the Council's consultation letter.
The Council received feedback from a number of residents. There was no clear agreement on the proposal, with the majority rejecting the installation of a bench on the green, either near their properties, or in the format requested, or at all.

Resolution: **Because the residents were not in agreement and there is no consensus on the type of bench or where to locate it within Broad's Green, the Council agreed to decline the request made to install a memorial bench on the green, and the applicant will be informed accordingly.**

25/2378 To note and consider the Council's quarterly 2025/26 action plan update report (see document circulated with the agenda).
The update information was noted. The next action plan update will be at the end of the next quarter.

25/2379 To note that the F&GP Committee recommends no change to the current allotment hiring fees, and that the position is reviewed again in October/November 2026.

Resolution: **The Parish Council noted the recommendation and confirmed.**

25/2380 In relation to Pavilion hiring fees, to agree to the F&GP Committee's recommendation to reduce the local discount from 25% to 10% from the 1st April 2026.

Resolution: **The Parish Council approves the change in the discount structure.**

25/2381 In relation to Pavilion hiring fees, to agree to the F&GP Committee's recommendation to reduce the block booking discount from 25% to 10% from the 1st April 2026.-(Cllr Gilbert).

Resolution: **The Parish Council approves the change in the discount structure.**

25/2382 In relation to Pavilion hiring fees, to agree to the F&GP Committee's recommendation to increase the hourly charge from £6.50 to £7.00 for bookings of less than 4 hours from the 1st April 2026-(Cllr Gilbert).

Resolution: **The Parish Council approves the increase in the charging structure.**

25/2383 In relation to Pavilion hiring fees, to agree to the F&GP Committee's recommendation to increase the hourly charge from £5.50 to £6.00 for bookings of more than 4 hours from the 1st April 2026-(Cllr Gilbert).

Resolution: **The Parish Council approves the increase in the charging structure.**

25/2384 To consider the Council's next steps following the proposed revision of Chelmsford City Council's Local Plan'-(Cllr Gilbert).

- 5-year revision of the Local Plan – without a Local Plan any developer has free reign to challenge the City Council.
- Central Government has increased the number of dwellings required over the 5 year forecast period. The 'call for sites' consultation runs between the 20th November to the 8th January.
- The Parish council has previously submitted feedback for the two Ford End sites originally proposed (Back Lane was rejected and the development south of the school was conditionally supported). Originally the Parish Council supported the development of the site near to FE school when the plan was for 20 dwellings, and then said it would consider a higher number than 20 subject to the delivery of traffic calming measures, including as a minimum the installation of an average speed camera system.
- In addition to traffic calming initiatives, these other community benefits could be requested:
 - Village Hall – new/refurbished.
 - 20mph limit outside the school, although this might compromise the stretch covered by any average speed camera system.
 - Works to increase the school's capacity and/or infrastructure.
 - Any other traffic/community/education focussed measures which improve services/outcomes for residents.
- The Council will look to formally reach out to VH trustees and the school for their positions, with a view to supporting their preferences in its own consultation response.
- There was surprise the proposal has gone from 20 to 75 dwellings, given this will increase the number of properties in the village by approximately 50%.
- Surface water run off issues will need to be addressed and should be reference in the Council's consultation response.
- All local residents and organisations with an interest should be encouraged to respond to the consultation.

Resolution: **A draft response to the consultation will be prepared by Cllr Gilbert for consideration at the December meeting of the Parish Council.**

25/2385 Update on VG150.

- The judicial review concluded that the objection to the Highways' enforcement was invalid.
- It was noted that the fence and hedge have now been removed from the land.
- The Council has received a request to install a fence and hedge along the boundary between Eagle Cottage and VG150.
- It was noted that the precise boundary line remains to be agreed.

Resolution: **Clerk to arrange a meeting with the residents of Eagle Cottage to mutually agree the boundary line with support from councillors.**

25/2386 Discuss and approve any items to release for publication.- (All)

- Minutes precis.
- Play area update.

Meeting closed 21.35.

Council	Frequency	Committee	Day	date	Month	Year	Location
GWPC	Bi-Monthly	Recreation	Monday	8th	December	2025	
GWPC	Monthly		Monday	15th	December	2025	

GWPC	Monthly		Monday	19th	January	2026	
GWPC	Quarterly	F&GP	Monday	26th	January	2026	
GWPC	Bi-Monthly	Recreation	Monday	2nd	February	2026	
GWPC	Quarterly	H&TC	Monday	9th	February	2026	
GWPC	Monthly		Tuesday	17th	February	2026	Ford End
GWPC	Quarterly	F&GP	Monday	23rd	February	2026	
GWPC	Monthly		Tuesday	17th	March	2026	
GWPC	Annual Assembly	Annual Assembly	Tuesday	24th	March	2026	GWVH
Bank Holiday			Monday	6th	April	2026	
GWPC	Bi-Monthly	Recreation	Monday	13th	April	2026	
GWPC	Monthly		Monday	20th	April	2026	
Bank Holiday			Monday	4th	May	2026	
GWPC	Quarterly	H&TC	Tuesday	5th	May	2026	
Bank Holiday			Monday	25th	May	2026	
GWPC	Monthly	AGM	Tuesday	26th	May	2026	Ford End
GWPC	Monthly		Monday	15th	June	2026	