

Minutes of the Meeting of the Great Waltham Parish Council held on Monday 20th April 2026 at The Pavilion, South Street, Great Waltham at 7.30pm.

26/2485 Chair's Welcome:
Chair: Gilbert.
Clrs: Martin, Steel, Bradley, Nicholls, Jackson,

Cllr Jenkins has resigned from the Parish Council.

26/2486 Apologies.
Cllr Stephenson, Cllr Holland and Cllr McDevitt.

26/2487 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllr Steel – 26/2510 – Twinning Association.
Cllr Jackson and Bradley – 26/2504 – Allotments.

26/2488 Public Participation session for any items regardless of its existence on the agenda. 3 members of the public.

- Prospective candidate for the Chelmsford City Council by-election for Broomfield and The Walthams – indicated will campaign for 1-hour free parking in City controlled car parks to help the high streets and to reduce the costs of the Beaulieu station car park. Plans to actively participate in matters concerning the ward.
- Red phone box survey – request to preserve the Ford End red telephone box. It was confirmed the survey will remain open until the end of the month and then the responses will be analysed.
- Thanks to the Council for getting some of the footways cleared in Ford End. However, some areas still need to be cleared.

26/2489 Report by County Councillor – (Cllr Mike Steel).

The full report is online in the agenda section of the website.

- Essex Speed Strategy: Positive move towards lower speeds using a place and movement matrix.
- LGR – the 5 unitary authorities model has been decided by the Government.
- Pylons – Continues to campaign for a change to the proposed siting of a pylon close to Chelmsford Road near the old Windmill pub by using taller pylons, as originally proposed.
- Love Your Bus – Additional services being run.
- Community Governance Review – An additional consultation will be issued.

26/2490 Report by Chelmsford City Councillor – (Cllr Mike Steel).

The full report is online in the agenda section of the website.

- CIL – concerns about the handling of the policy for CIL balances above the cap by the Chelmsford City Council.

26/2491 Confirm the minutes of the ordinary meeting of the Council held on 16th March 2026.

Resolution: The minutes were confirmed.

26/2492 Note the minutes of the Recreation Committee held on 13th April 2026.

Resolution: The minutes were noted.

26/2493 Update on the decisions of Chelmsford City Council Planning department.

Reference	Address	Status
26/00037/FUL	Land Adjacent Bennetts Farm Bennetts Lane Great Waltham Dunmow	Application Refused
26/00019/FUL	Down House Main Road Great Waltham Chelmsford Essex CM3 1LL	Application Refused
26/00110/FUL	31 Hatchfields Great Waltham Chelmsford Essex CM3 1AJ	Application Permitted
25/01782/LBC	The Old Diary Littley Park Littley Park Lane Great Waltham Chelmsford Essex CM3 1LB	Application Permitted
26/00167/CLEUD	Coombe Hill Littley Green Road Great Waltham Chelmsford Essex CM3 1BX	Application Permitted
25/01781/FUL	The Old Diary Littley Park Littley Park Lane Great Waltham Chelmsford Essex CM3 1LB	Application Permitted
26/00129/FUL	Hedgerows South Street Great Waltham Chelmsford Essex CM3 1DP	Application Permitted
25/00581/S73	Barn South Of Poulterers Farm Ringtail Green Great Waltham Chelmsford Essex	Application Permitted

Resolution: The decisions were noted.

26/2494 Local Planning consultations:

No planning applications.

26/2495 Finance Report – End of year.
Accounts information taken on 14 / 04 / 2026 19.21

Current Account; **£ 506.03 (0% interest).**

Savings Account; **£ 80,242.78 (1.95% interest).**

Redwood Account **£ 17,091.50 (4.2% interest) .**

Accrued Interest (not paid and not included above) £202.57

Earmarked Reserves:

- Safety Schemes Reserve £ 9040
- Allotments deposit £ 850
- Capital Refresh Reserve £ 46,000
- Asset Refresh (Non-Playground) Reserve £ 5,430
- Gt Waltham Playground Refresh Donations £1,100 (Phase 2)
- Gt Waltham Playground Refresh Grants: (£7,363)
Awarded- not issued.

Sub-Total £ 97,840.31

Payment to Hags. £27,573.60 (Includes VAT).

Payment to RTC. £19,492 (Includes VAT).

To be paid to suppliers £47,065

Sub-Total £50,774.71

Add to Reserves £34,354.

Resolution: The accounts were noted.

26/2496 Budget Update 2025 - 2026

Section 2 - Statement of accounts

Great Waltham Parish Council

	Annual return last year	Year ending 31 March 2026 £	Variance
1. Balances brought forward	38,887.19	75,767.73	
2. (+) Annual precept	104,027.00	101,614.00	-2.32%
3. (+) Total other receipts	16,100.45	35,051.73	117.71%
4. (-) Staff costs	34,832.30	38,095.41	9.37%
5. (-) Loan interest / capital repayments	0.00	0.00	0.00%
6. (-) Total other payments	48,414.61	75,267.06	55.46%
7. (=) Balances carried forward	75,767.73	99,070.99	
8. Total cash and investments	75,767.73	99,070.99	
9. Total fixed assets and long term assets	485,466.89	514,670.84	6.02%
Box 10 - total borrowings	0.00	0.00	

Resolution: *The accounts were noted.*

26/2497 Budget Update 2026 – 2027.
Budget Report sent as part of the agenda pack.

Precept 2026/2027 - £106,592.
- £53,296 due 30th April 2026,
- £53,296 due 30th October 2026.

Resolution: *The budget was noted.*

26/2498 Confirmation of payments.

Payee	Item	Budget heading	Payment
salaries	salaries	salaries	£1,306.73
unity trust bank	bank charges	bank charges	£6.00
HMRC	PAYE	PAYE	£797.28
Essex Pension fund	Pensions	Pensions	£1,138.33
Cleaning Service	Pavilion Cleaning - April	Pavilion expenses	£60.00
Three Mobile	Broadband	Pavilion expenses	£19.54
SSE Energy	Electricity Usage	Pavilion expenses	£964.90
RTC Safety Surfaces	Mulch surfaces at GW Play area	Capital Refresh Reserve	£19,492.80
Online Playgrounds	Toddler seat x 2	Asset Refresh	£348.60
Online Playgrounds	Wickstead Toddler seat x 1	Asset Refresh	£225.00
JCM	Gate Post at Ford End Playground	Asset Refresh	£372.00
Community Heartbeat Trust	Annual Support cost Year 3 of 5	Defibrillators	£198.00
NALC	Affiliation Fees	Subscriptions	£603.03
Defib Warehouse - Clerk	Heart sine Pad pak 03	Defibrillators	£180.00
Maldon District Council	Community Engagement Patrols	Safety Schemes	£720.00
SSE Energy	Energy - Jan to April	Pavilion Utilities	£964.90
Clerk	Monthly Expenses	Expenses	£62.99

Hags / SMP	Playground Phase 1 - Payment 2	Playground and Capital works	£24,417.91
Amazon	Wood protector x 2	Handyman Consumables	£1.08
Amazon	10 x 5 Camping pegs	Allotments	£39.95
Amazon	2mx 10m X 10 weed suppressant	Allotments	£156.20
Amazon	10 x 10 Camping pegs	Allotments	£79.90
Amazon	2m x 10m x 4 weed suppressants	Allotments	£62.48
Amazon	Spear & Jackson Weed Killer	Handyman Consumables	£12.99
Tarset Farms	Allotment rents	Allotments	£400.00
Tarset Farms	Playground rent Howe Street	Playgrounds	£20.00
Great Waltham Village Hall	Room Hire	Audit	£50.84

£52,735.61

Resolution: The payments were approved.

26/2499 Monthly Bank Reconciliations.
The bank reconciliations were reviewed and approved.

26/2500 Clerk's Report.

Handyman:

- General repairs.
- SID movements.
- Easter Holiday.

Clerk:

- Audit
- Red Telephone Kiosk survey.
- Easter Holidays.

26/2501 Update on the Action Tracker (circulated with the agenda).
The tracker was reviewed and items updated.

26/2502 To agree a response to Essex County Council's Essex Safer Speeds Strategy consultation (see document circulated with the agenda).

- The draft was reviewed and with some more emphasis on the Council's 20mph survey undertaken last year.
- In terms of being involved in any pilot, more emphasis to be given on shared spaces where we have roads with mixed pedestrian, vehicular and equestrian usages.

Resolution: The draft response was approved for issuing.

26/2503 To consider actions to address the issue of motor vehicles parking on pedestrian footways and communal spaces in the parish.

- Noted that during busy periods (especially Bank Holidays) at the Rose & Crown and The Green Man public houses there are cars parked on the pavement. The Rose & Crown is working on a solution. The Green Man is working on additional parking in the field next to them.
- There is constant parking in Cherry Garden Road on the greens, at Pump Green on the green and at Howe Street on the pavements.
- It was noted that is not illegal to park on the pavement, but it is to obstruct or totally block the footway. Only the police can take enforcement action.
- The Council could make a request for double yellow lines to be used, but even if approved this could well have other unintended consequences.

Resolution: Cllrs. Jackson and Gilbert to draft an article for publication to remind drivers not to obstruct footways when parking nor to park on communal green spaces.

26/2504 Approve £236.10 inc. VAT for the purchase of covering materials for unhired allotment plots.

Resolution: The costs was approved.

26/2505 Approve the JCM quote for £1,392.00 inc. VAT for parish tree work recommended in the 2026 tree survey.

Resolution: The financial regulation was suspended to enable a single quote to be accepted due to the time of year.

Resolution: The spend was approved.

26/2506 Review the Internal Auditors report for FY 2025-2026.

- The Audit was held on Wednesday 15th April. The report has not been issued to the Clerk yet.

Resolution: Defer this item until the internal auditor's report has been released.

26/2507 To confirm and sign the Annual Governance Statement which forms part of the Annual Return for Local Councils, Internal Drainage Boards, and other smaller authorities in England for the year ended 31st March 2026.

Resolution: Defer this item until the internal auditor's report has been released.

26/2508 To adopt the Annual Accounts for the year ended 31st March 2026 and to sign the Annual Return.

Resolution: Defer this item until the internal auditor's report has been released.

26/2509 In line with the Council's Strategic Plan objective 12 - to manage GWPC land on a sustainable basis, consider Parish owned land that could be considered suitable for managed renaturing and agree next steps.

- The bottom corner of the Great Waltham recreation ground beyond the bench has been identified as a suitable area for an initial project. CCC will advise and will be asked to support this area being planted. A proposal to be prepared with the support of a small working party.

Resolution: Approved.

26/2510 To arrange refurbishment of the "Great Waltham Twinned with Ceyrat" signs on entry to the parish.

Resolution: Clerk to write to Chelmsford City Council – Street Name to highlight the poor quality of the sign at Lark's Lane.

26/2511 Discuss and approve any items to release for publication.- (All)

- Precis of the minutes.
- Allotment advert.
- Parish Vacancy.

Council	Frequency	Committee	Day	date	Month	Year	Location
GWPC	Quarterly	F&GP	Monday	27 th	April	2026	
	Bank Holiday		Monday	4 th	May	2026	
GWPC	Quarterly	H&TC	Tuesday	5 th	May	2026	
	Bank Holiday		Monday	26 th	May	2026	
GWPC	Monthly	AGM	Tuesday	26th	May	2026	Ford End
GWPC	Monthly		Monday	15 th	June	2026	

Meeting closed 21:15
Will Adshead-Grant