

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

26/2686 Chair's Welcome:

Chair: Gilbert

Cllrs: Martin, Steel, Holland, McDevitt, Bradley, Stephenson, Nicholls, Taylor.

26/2687 Apologies

Cllr Jackson.

26/2688 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Cllr Nicholls - 26/2712 as sponsor of the item and involved in the detailed incident.

26/2689 Public Participation session for any items regardless of its existence on the agenda.

There were no members of the public present.

26/2690 Report by County Councillor – (Cllr Mike Steel).

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

- **Highways**

The new Speed Strategy policy sets out a flexible and evidence-based approach for introducing safer speed measures across Essex. Speed is the biggest factor in fatal road collisions in Essex. In 2025, 60 people died on Essex roads, with almost half of deaths linked to excess speed.

The Members Highways Initiative (M.H.I.) has been ceased. This was where each Cllr could prioritise highway defects in their area. In replacement to MHI, nominated areas are repaired – one nomination – Pleshey Road they repaired around 30 holes in a 2-mile stretch.

The Administration have also declared a "pothole emergency," They are claiming a 30% increase on defects being fixed compared with Q1 last year.

- **ECC and Highways Perspective**

Cllrs are required to go through Member Enquiries for all queries, with a 10-day SLA. LHP, MHI have been ceased, so ECC Cllrs have no means to prioritise individual Highways defects and safety issues. The administration is pro-car, and that any requests for safety schemes must be based on corroborated evidence that Highways can be effective.

- **"Twinning" Signs**

The signs are on the highway but are not the responsibility of Highways – they were put in (funded) by someone else – although with permission. As such, Highways will not repair them. If the PC want to fund Highways to repair them, they can do so. But the signs were never licenced, so the first thing the PC would need to do is to request a retrospective licence.

- **Pavement Parking**

Green Man events – Collaborating with the Green Man and the adjacent field landowner to create an overflow car parking for major Green Man events and staff car park.

Rose and Crown – at the recent festival, the adjacent field was opened up as a car park.

Blasford Hill –Complaints about a significant number of cars blocking the pavement – up to 50 some days.

- **Highway Rangers**

Chelmsford City Council have brought it back for Chelmsford.

The Rangers can undertake a range of minor environmental and maintenance tasks, including:

- General tidying and vegetation cutting on footpaths.
- Cutting back overgrown paths
- Cleaning street name plates and road signs
- Painting village gates and structures
- Basic maintenance of parish seating

A small materials budget is available, but parish councils may be asked to contribute towards larger jobs.

- **Local Government Reorganisation (LGR) and Devolution**

The Govt has announced that Chelmsford will join Brentwood and Maldon, along with Essex County Council services, to form a new Mid-Essex unitary authority from April 2028 (five unitary model).

- Until 1 April 2028, Chelmsford City Council and Essex County Council will continue to operate as usual.
- Elections for the Unitary Authorities will take place in May 2027.
- The new Administration are challenging LGR.
- Devolution is separate from LGR, and delegates further powers from Central Govt to County Authorities.

- **Update on Minerals Local Plan**

The Minerals and Waste Planning Authority received just under 10,000 comments as part of the last public consultation.

The Minerals and Waste Development Scheme (MWDS) set out the timetable for policy preparation. It outlines the documents that we will produce and when.

- **Pylons**

NG intend to submit planning applications for temporary compounds in advance of the decision on the DCO.

- **Chelmsford 1 - Goodmans Lane**

Two temporary site access points on Goodmans Lane and Paulk Hall Lane.

- **Chelmsford 2 - Little Waltham**

A temporary construction compound off the A131 Braintree Road

A site access point off the A131 providing access to the compound.

A site access point on the B1008 Essex Regiment Way

Two site access points on Chatham Hall Lane.

- **Chelmsford 3 - Minnow End**

Two temporary site access points on Chelmsford Road, at Minnow End.

- **Chelmsford 4 - Chignal Road**

Two temporary site access points on Chignal Road.

- **Chelmsford 5 - Mashbury Road, Chignal**

Two temporary site access points on Mashbury Road.

- **Chelmsford 6 - Roxwell Road**

Two temporary site access points on Roxwell Road.

- **Pylon Community Fund**

The fund in total sums to £30M for all 3 counties.

- **Community Governance Review (CGR)**

The parishing of the centre of Chelmsford has hit a roadblock and has been stopped.

26/2691 Report by Chelmsford City Councillor – (Cllr Mike Steel).

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

26/2692 Confirm the minutes of the ordinary meeting of the Council held on 15th June 2026.

Resolution: The minutes were confirmed.

26/2693 Note the minutes of the F&GP Committee meeting held on the 6th July 2026.

Resolution: The minutes were noted.

26/2694 Update on the decisions of Chelmsford City Council Planning department.

Reference	Address	Status

- Asset Refresh (Non-Playground) Reserve £ 5,430
- Gt Waltham Playground Refresh Donations £1,282
- Gt Waltham Playground Refresh Grants: £7,363

Sub-Total **£ 56,498**

Payment to HAGS.- Approved – minor details to be resolved £ 25,753.01 (Includes VAT).

Resolution: **The accounts were noted.**

26/2697 Budget Update 2026 – 2027.
Budget £129,992.04

Precept 2026/2027 - £106,592.04
- £53,296 due 30th October 2026.

26/2698 Confirmation of payments - (Clerk):

Payee	Item	Budget heading	Payment
salaries	salaries	salaries	£1,306.73
unity trust bank	bank charges	bank charges	£7.00
HMRC	PAYE	PAYE	£797.68
Essex Pension fund	Pensions	Pensions	£1,125.66
Cleaning Service	Pavilion Cleaning	Pavilion expenses	£60.00
Three Mobile	Broadband	Pavilion expenses	£20.41
Clerk	Monthly Expenses	Expenses	£68.59
Handyman	Monthly Expenses	Expenses	£67.39
The Play Inspection Company	Annual Inspections		£432.00
JCM	Grounds Maintenance 2/4	Grounds Maintenance	£1,758.60
Amazon	6 x White spray paint	Allotments	£16.88
Amazon	Cleaning Materials	Pavilion expenses	£35.28
Amazon	Hand wash	Pavilion expenses	£4.80
Amazon	10 x 10 Tent nails	Allotments	£89.88
Amazon	Number Stencils	Allotments	£16.99
Amazon	10 x 2m rolls heavy duty membrane	Allotments	£156.20
RCCE	Annual Membership	Subscriptions	£63.60
SSE -	April, May, June usage	Utilities - Pavilion	£545.71
Maldon Council	Community Engagement	Road Safety	£720.00
JCM	Allotment Hedge Cut	Grounds Maintenance	£132.00
JCM	Pump Green Cut	Grounds Maintenance	£168.00
			£ 7,593.40

Resolution: **The payments were approved.**

26/2699 Monthly Bank Reconciliations.

Resolution: **The account reconciliations were reviewed and approved.**

26/2700 Clerk's Report.

Handyman:

- Bury Lane allotment noticeboard re-stained.
- Various play equipment items washed.
- Topsoil added to Gt Waltham bench & slide.
- Tighten bolts on the GW seesaw.
- Various areas weed sprayed.

- Ford End bus stop sanded and painted.
- Asphalt put down in Ford End car park.
- Howe Street bus stop sanded and painted.
- Brook Mead allotment tap issue resolved.
- Playground inspections and SID movements.

Clerk:

- Place Name at Lark's Lane.
- Broad's Green place names.
- Asset List update.
- Website – add details.
- New website – add files and details.
- Allotment materials.
- Casual Pavilion hirers.
- End of term accounts.
- External Audit feedback.

26/2701 Update on the Action Tracker (circulated with the agenda) – (All).

The previous resolutions were reviewed and updated with several items closed as completed.

26/2702 To discuss and agree the Council's nominated representatives on parish-based charities. - (Cllr Gilbert).

- Great Waltham Charity – (209874).

Resolution: **The Parish Council to request a copy of the charity's trustees indemnity insurance cover.**

Resolution: **The Parish Council appoints representatives on the basis that doing so creates no potential liabilities or obligations for the Council.**

Resolution: **Sarah Whitehorn was appointed as the Council's second nominated representative.**

26/2703 To approve the F&GP Committee's recommendation that the recently received CIL money from Chelmsford City Council is used to help fund Phase 2 of the Great Waltham Recreation Ground play area project. (Cllr. Gilbert)

Resolution: **The Parish Council approved the CIL monies received being added to the funds needed to complete Phase 2 of the project.**

26/2704 To approve the wording of the letter to be sent by the Council to property owners in the first instance to remind them of their obligations to ensure vegetation does not encroach onto the highway (see draft letter circulated with the agenda).

Resolution: **The Parish Council approved the consolidation of the two circulated drafts for issue.**

26/2705 Discuss the newly reformed Highways Rangers and consider works that can be undertaken on our behalf.

Resolution: **Two items were nominated for immediate request. Additional items to be reviewed and prioritised at the next Highways & Transport Committee meeting.**

26/2706 Approve the refurbishment of the telephone kiosk situated opposite church in Ford End at an estimated cost of £1,500.00.

- Reference was made to the recent kiosk survey and the agreement to refurbish the three unused kiosks. The Ford End kiosk has been assessed as a priority, but due to the difficulty in sourcing parts it is estimated that it will cost in the region of £1,500 in parts and delivery charges to refurbish.
- The door is currently damaged and marked with yellow and black hazard tape.
- The door surround is cast iron and is hard to find. A second hand one is being sought.

- The surround is around £300 to £700.

Resolution: **The refurbishment costs of £1,500 were approved.**

26/2707 Approve the Recreation Committee's recommendation for the spend of £312 to reinforce the perimeter fence at Pleshey Road.

Resolution: **The expenditure of £312 was approved.**

26/2708 Approve the purchase of two bulk bags of topsoil for making good at Great Waltham and Ford End recreation grounds at an estimated total cost of £140.00 + VAT.

Resolution: **The purchase at a cost of £140 + VAT was approved - Top soil to be ordered from Chandlers.**

26/2709 Approve the Recreation Committee's recommendation to identify the most cost-effective solution to replace the junior and toddler swings safety surfacing at Howe Street recreation ground and if deemed appropriate or necessary replace both swings at the same time.
It was noted that the surfacing attracts a low-risk trip hazard rating in playground inspections, but if the risk becomes greater a more immediate intervention may become necessary. Securing cost estimates will assist the prioritisation of the works.

Resolution: **The recommendation was approved.**

26/2710 Request for a public recycling bin – Walthamby Stores, Barrack Lane, Great Waltham.
The Clerk reported that Chelmsford City Council is willing to both provide and regularly empty recycling bins them at no charge to the landowner or the Council.

Resolution: **The request was approved.**

Resolution: **Clerk to discuss with the landowner and Chelmsford City Council.**

26/2711 To receive a report of the Chelmsford Association of Local Councils' meeting on 01/07/2026.

- It was noted that the performance of the CCC planning portal has become increasingly poor for some PCs, but its software will not have any additional investment or support while LGR remains to be finalised.
- A pack containing the CCC assets will be prepared for each parish to aid discussions about those assets. However, assets are not likely to be sold off as the new unitary authority may have different plans for them, and in any event they will be for just small areas of green spaces.
- The following question was asked on behalf of GWPC:
 - 'Great Waltham residents who live alongside the proposed National Grid pylon route are receiving notification of intended planning applications to Chelmsford City Council for temporary construction sites ahead of the Development Consent Order being granted. Residents are concerned about the irreversible damage to the environment and landscape before permission has been granted. What are the planning officers' views on such applications and what advice would they offer residents?'

The reply subsequently received included the comment:

- 'It's fair to say that officers share similar concerns to local residents about projects coming forward in advance of the primary project having consent. Local residents will have the opportunity to comment on each Early Enabling Project once a planning application is submitted. If residents do wish to comment on any of the planning applications once submitted, [they are advised] to make comments about the specific project itself and the impact they consider it will have, rather than a wider comment on the whole grid project as the local planning authority is not the determining authority for that development.'

- 26/2712 Discuss requesting a Road Safety Review and Traffic-Calming Measures – ‘Main Road’ Downhill Approach and Stretch Road into Great Waltham Village.
- A collision on 14th July between an electric bike and a car.
 - A variety of issues have been raised by residents concerning non-fatal accidents along this road as vehicles approach the 30mph zone at high speed.
 - It was suggested that timed bicycle race trails take place in July and August.
 - However, there are no police incident reports for the location.
 - It was recognised that it is very unlikely that Highways would consider the location for new traffic management initiatives, although it was noted that the previously installed rumble strips have become ineffective following resurfacing work and could be reinstated.

Resolution: **The Clerk to investigate whether the rumble strips could be requested to be reinstated by Essex Highways at the 30mph sign.**

- 26/2713 Discuss and approve any items to release for publication. - (All)
- Precis of the minutes.

	Frequency	Meeting	Day	date	Month	Year	
GWPC	Quarterly	H&TC	Monday	27th	July	2026	
GWPC	Monthly	Monthly	Tuesday	18th	August	2026	Ford End
Bank Holiday			Monday	31st	August	2026	
GWPC	Bi-Monthly	Recreation	Monday	7th	September	2026	
GWPC	Monthly	Monthly	Monday	21st	September	2026	
GWPC	Quarterly	F&GP	Monday	12th	October	2026	
GWPC	Monthly	Monthly	Monday	19th	October	2026	
GWPC	Quarterly	H&TC	Monday	26th	October	2026	
GWPC	Monthly	Monthly	Tuesday	17th	November	2026	Ford End
GWPC	Bi-Monthly	Recreation	Monday	23rd	November	2026	
GWPC	Monthly	Monthly	Monday	14th	December	2026	
GWPC	Monthly	Monthly	Monday	18th	January	2027	
GWPC	Quarterly	F&GP	Monday	25th	January	2027	
GWPC	Bi-Monthly	Recreation	Monday	1st	February	2027	
GWPC	Quarterly	H&TC	Monday	8th	February	2027	
GWPC	Monthly	Monthly	Tuesday	16th	February	2027	Ford End
GWPC	Monthly	Monthly	Monday	15th	March	2027	
GWPC	Annual Assembly	Annual Assembly	Tuesday	23rd	March	2027	Ford End
Bank Holiday			Monday	29th	March	2027	
GWPC	Bi-Monthly	Recreation	Monday	12th	April	2027	
GWPC	Monthly	Monthly	Monday	19th	April	2027	
Bank Holiday			Monday	3rd	May	2027	
GWPC	Quarterly	H&TC	Tuesday	4th	May	2027	
GWPC	Monthly	AGM + Monthly	Tuesday	25th	May	2027	Ford End
Bank Holiday			Monday	31st	May	2027	
GWPC	Monthly	Monthly	Monday	14th	June	2027	

Meeting closed:
21.40