

Under the 2014 -The Openness of Local Government Bodies Regulations - the meeting will be recorded for the accuracy of the minutes by the Clerk. The recording will be destroyed once the minutes have been confirmed. Please note - if disabled access is required to any meeting of the Parish Council, then prior notification of attendance must be given to the Clerk.



Great Waltham Parish Council

The Parish Office, The Pavilion, South Street, Great Waltham. CM3 1DF.

Clerk, W J Adshead-Grant.

E Mail: clerk@greatwalthamparishcouncil.co.uk

Website: e.voice.org.uk

Posted: 10/09/2025

You are hereby summonsed to attend the Meeting of the Great Waltham Parish Council on Monday 15th September 2025 at The Pavillion, Great Waltham at 7.30pm for transacting the following business.
W J Adshead-Grant, Clerk.

The public and press are cordially invited to be present. Members of the public are invited to address the Council during the Public Participation session.

AGENDA.

25/2295 Chair's Welcome:

Chair:

Cllrs:

25/2296 Apologies.

25/2297 Declarations of interests (existence and nature) with regard to items on the agenda and any request for dispensation.

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time. Members have dispensation to discuss and vote in respect of matters relating to the Precept.

25/2298 Public Participation session for any items regardless of its existence on the agenda. Public Question Time. Members of the public are invited to address the Council, give their views, and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chair). Members of the public may not take part in the Council meeting itself. At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chair. Members of the public should address their representation through the Chair of the meeting.

25/2299 Report by County Councillor – (Cllr Mike Steel).

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

25/2300 Report by Chelmsford City Councillor – (Cllr Mike Steel).

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

25/2301 Confirm the minutes of the ordinary meeting of the Council held on 19th August 2025.

25/2302 Update on the decisions of Chelmsford City Council Planning department.

Reference	Address	Status
20/02064/OUT	Strategic Growth Site North Of Woodhouse Lane Broomfield Chelmsford Essex	Application Permitted
21/00881/FUL	Broomfield Hospital Hospital Approach Broomfield Chelmsford CM1 7ET	Agreed in principle subject to S106
23/00365/S73	Land East Of Rye Cottage Larks Lane Great Waltham Chelmsford Essex	Application Permitted

25/2303

1. Reference: 25/01105/FUL

Address: Site At Bridge House Lucks Lane Howe Street Chelmsford

Description of works: Construction of a detached single storey dwelling. Formation of new vehicular access.

2. Reference: 25/01118/FUL

Address: 6 Ray Mead Great Waltham Chelmsford Essex

Description of works: Proposed single storey front extension.

3.Reference: 25/01177/FUL

Address: Malgraves Barn Fanners Green Great Waltham Chelmsford

Description of works: Proposed two storeys rear extension.

4. Reference: 25/01241/OUT

Address: Buildings Rear Of Spread Eagle Church Lane Great Waltham Chelmsford

Description of works: Outline application for the erection of a detached dwelling and garage in lieu of existing class B8 use associated storage buildings and surfaces to Be Demolished.

All matters reserved. (Renewal of 18/01508/OUT)

25/2304 Finance Report.-(Clerk).

Accounts information taken on 09.09.2025 20:26

Current Account:	£	3,246.99	(0% interest)
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Savings Account; £ 77,000.24 (2.25% interest)

- Safety Schemes £ 9760
- Allotments deposit £ 750
- Capital Refresh £ 31,000
- Asset Refresh (non-playground) £ 10,000
- Gt Waltham Playground Refresh: £ 1,961.07

Redwood Account	£	17,000	(3.75% interest)
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35-day notice account.

(General Reserve)

Interest accrued – Not Paid	£594.09	(Nov 25)
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Total	£	97,247.23
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25/2305 Budget Update

Precept £50,807 due End of October.

	2025-2026		Actual		Balance
Income	£111,503.38		£57,913.40		£53,589.98
Expenditure	£111,503.38		£34,875.06		£76,628.32

Balance		£23,038.34	Aug-25
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25/2306 Confirmation of payments-(Clerk) :

Sep-25

Payee	Item	Budget heading	Payment
salaries	salaries	salaries	£1,274.66
unity trust bank	bank charges	bank charges	£ 6.00
HMRC	PAYE	PAYE	£ 927.64
Essex Pension fund	Pensions	Pensions	£1,126.10
Cleaning Service	Pavilion Cleaning	Pavilion expenses	£ 50.00
Three Mobile	Broadband	Pavilion expenses	£ 18.70
Chelmsford City Council	play in the park x 2 sessions	holiday activities	£1,048.00
Amazon	weed killer	Handyman consumables	£ 39.94
Amazon	moss killer	Handyman consumables	£ 27.98
Clerk	Expenses	Expenses	£ 87.89
Handyman	Expenses	Expenses	TBC
Tarset Farms	Allotment Rent 1/2 Year	Allotments	£ 400.00
JCM	Cut back and mulch at Pendon hill	grounds maintenance	£ 360.00
JCM	1/4 Payment for service	grounds maintenance	£1,750.50
			£7,117.41

25/2307 Monthly Bank Reconciliations-(Clerk).

25/2308 Clerks Report

- Allotment prep
- VG150
- Bollards for War memorial
- Aldi correspondence
- GWVH
- GWHS
- Remembrance |Sunday preparation.
- (2 weeks leave last month)

25/2309 Update on the Action Tracker (circulated with the agenda) – (All).

25/2310 Confirm the date of the annual budget meeting – 27th October.

25/2311 Discuss the information from the Great Waltham Horticultural Society and its potential closure at the end of the year and the impact on the Brook Mead allotments.- (Clerk).

25/2312 Discuss the information from Great Waltham Village Hall reference signage and parking options in the Village.- (Clerk).

25/2313 To agree the wording of the parish survey document circulated with the agenda.- (Cllr Gilbert).

25/2314 To agree to adopt the draft IT policy circulated with the agenda (deferred from the previous meeting). - (Cllr Gilbert).

25/2315 To agree the process and costs associated with introducing the boundary line demarcation fencing on VG150. - (Cllr Gilbert).

25/2316 To receive an interim update on the 20mph speed survey and agree to any actions. - (Cllr Gilbert).

25/2317 Discuss and approve any items to release for publication.

Council	Frequency	Committee	Day	date	Month	Year	Location	
GWPC	Bi-Monthly	Recreation	Monday	6th	October	2025	Ford End	
GWPC	Quarterly	H&TC	Monday	13th	October	2025		
GWPC	Monthly		Monday	20th	October	2025		
GWPC	Quarterly	F&GP	Monday	27th	October	2025		
GWPC	Monthly		Tuesday	18th	November	2025		
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	Ford End	
GWPC	Bi-Monthly	Recreation	Monday	2nd	February	2026		
GWPC	Quarterly	H&TC	Monday	9th	February	2026		
GWPC	Monthly		Tuesday	17th	February	2026		
GWPC	Quarterly	F&GP	Monday	23rd	February	2026		
GWPC	Monthly		Tuesday	17th	March	2026		
GWPC	Annual Assembly	Annual Assembly	Tuesday	24th	March	2026		
Bank Holiday			Monday	6th	April	2026		GWVH
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		