

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: 14 01 2026

You are hereby summonsed to attend the Meeting of the Great Waltham Parish Council on Monday 19th January 2026 at The Pavilion, South Street, Great Waltham, CM3 1DF 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.

25/2411 Chair's Welcome:

Chair:

Cllrs:

25/2412 Apologies.

25/2413 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.

25/2414 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.

25/2415 Report by County Councillor – (Cllr Mike Steel).

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

25/2416 Report by Chelmsford City Councillor – (Cllr Mike Steel).

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

25/2417 Confirm the minutes of the ordinary meeting of the Council held on 15th December 2025.

25/2418 Update on the decisions of Chelmsford City Council Planning department.

<u>Reference</u>	<u>Address</u>	<u>Status</u>
25/01241/OUT	Buildings Rear Of Spread-Eagle Church Lane Great Waltham Chelmsford Essex	Application Permitted

25/2419 Local Planning consultations:

1. Reference: 25/01713/LBC

Address: Garnetts Farm Mashbury Road Great Waltham Chelmsford

Description of works: Proposed single storey side extension to form private garaging and an enlarged living area to annexe range.

2. Reference: 25/01712/FUL

Address: Garnetts Farm Mashbury Road Great Waltham Chelmsford

Description of works: Proposed single storey side extension to form private garaging and an enlarged living area to annexe range.

25/2420 Finance Report.- (Clerk).

Accounts information taken on 13.01.2026 (20.39)

Current Account: £ 3,079.28 (0% interest)

Savings Account: £ 81,188.76 (2.1% interest)

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

Accrued Interest (not paid and not included above) £51.13

• Safety Schemes	£ 9760
• Allotments deposit	£ 800
• Capital Refresh	£ 46,000
• Asset Refresh (non-playground)	£ 10,000
• Gt Waltham Playground Refresh Grants:	(£17,363)
	Awarded- not issued. (£10k Requested)

Total £ 101,359.54

25/2421 Budget Update

	2025-2026	Actual - 31/12/25	Balance	
Income	£111,503.38	£116,841.90	£5,338.52	Income is above the planned income for FY 25-26
Expenditure	£111,503.38	£56,969.82	£54,533.56	

25/2422 Confirmation of payments-(Clerk) :

Jan-26

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	£ 149.02
Handyman	Expenses	Expenses	TBC
DM Payroll	1/2 Year	Expenses	£ 86.40
JCM Services	Allotment Tree work	Allotment General Expenditure	£ 684.00

Recoded	Website & Email set up .GOV	Reserves	£ 1,560.00
Great Waltham VH	Public Car parking Annual Fee	Car Parking	£ 1,200.00
Maldon District Council	Community Engagement Patrols	Safety Schemes	£ 720.00
HAGS	50% Payment Phase 1 Infant area	Great Waltham Playground	£ 27,573.60
Amazon	Metal Wire for fencing	Handyman consumables	£ 50.12
Dunmow Training T/A Council wise	Cllr Holland Training	Training	£108
Dunmow Training T/A Council wise	Clerk – Asserion 10 Training	Training	£30

£35,276.91

25/2423 Monthly Bank Reconciliations-(Clerk)

25/2424 Clerks Report.

Handyman:

•

Clerk:

- Allotment Tree – Reduces on Friday 16.01
- Great Waltham Bus Shelter Works Starts Thursday 15.01
- Query on Land outside Isabelle Cottages
- Ford End Phone box damaged and made safe.
- Transfer files to the new website provider.
- Letter from resident concerning Ford End additional sites (Local Plan).

25/2425 Update on the Action Tracker (circulated with the agenda) – (All).

25/2426 To appoint one member to the Finance and General Purposes Committee.-(Cllr Gilbert).

25/2427 To agree that the Council has printed and delivered to each parish household an annual update to summarise its activities during 2025/26.-(Cllr Gilbert).

25/2428 To consider the results of and agree to any actions arising from the 2025 Parish Survey (see documents circulated with the agenda).-(Cllr Gilbert).

25/2429 To receive an update on developments in relation to the Horticultural Society's trading hut at the Brook Mead allotment site.-(Cllr Gilbert).

25/2430 Discuss and approve any items to release for publication.-(All)

Council	Frequency	Committee	Day	date	Month	Year	Location
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		Monday	16th	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
GWPC	Monthly		Monday	15th	June	2026
						Ford End