

Great Waltham Parish Council – Action Plan, May 2025 to April 2026

May 2026 Update

Introduction

Great Waltham Parish Council (“Council”) is committed to promoting enhanced quality of life, community spirit, economic wellbeing and pride in the parish of Great Waltham. It strives to ensure that all of its planned objectives, goals and actions continue to protect and enhance the distinct identity of the parish, making it a prosperous, safe and attractive community for all of its residents and a welcoming place for visitors to enjoy.

Detailed below are the Council's schedule of activities for the year May 2025 – April 2026. While the individual subject headings are not entirely mutually exclusive, care has been taken to make each as self-contained as possible. The subject headings, objectives and actions reflect the focusses identified in the Council's 5-year Strategic Plan (May 2025 to April 2030). Progress on Action Plan actions and initiatives are reviewed regularly (at least quarterly) and updates are made as projects are completed and priorities change.

Specific Projects

Subject	Strategic Objective(s)	Objectives	Actions	Activities Completed in 2025/26
1. Great Waltham Recreation Ground – Play Area Refurbishment	7A, 8A, 9A	<ul style="list-style-type: none"> • Revamp the whole Play Area. • Remove old wooden play items and replace with more durable metal ones. 	<ul style="list-style-type: none"> • Project progression by the dedicated working group. 	<ul style="list-style-type: none"> • MJJ: Project update reports provided at each monthly meeting. • ASO: Project updates continued. Two successful grant bids (£17k). Other bids outstanding. Agreement to move to phased implementation to maximise use of grants received. • NDJ: Contractor (HAGS) instructed for Phase 1 (toddler area) @ cost of £62k + VAT. Site visit by HAGS. Works to commence 02/03/2026. Stansted Flagship Award bid was unsuccessful. Outstanding bid with ECC CIF for contribution to perimeter fence. Project updates have continued. • FMA: After some contractor delays Phase 1 completed (sub. to one

				<p>further item for installation and snagging issues). Very positive feedback on work to date. Project continues to complete further phase(s). ECC CIF bid for fence unsuccessful. Project updates in Parish News and on social media. Continued discussions to identify financial opportunities/constraints for completion of project in 2026.</p>
2. Ford End Recreation Ground Project	7B, 8A, 9A, 12C	<ul style="list-style-type: none"> Complete the previously agreed (but yet to be timetabled works). 	<ul style="list-style-type: none"> Identify opportunities to continue works, subject to budget constraints. The next stages being the completion of (a) the picnic area and (b) the perimeter path and seating. 	<ul style="list-style-type: none"> MJJ: Activities effectively on hold until GWRG project requirements become clear. ASO: As previous update. NDJ: As previous update. Site meeting with Senior Parks Officer at CCC to review progress of area planted with trees. FMA: Planting session for FE school children arranged with CCC.
3. Pavilion at Great Waltham Recreation Ground.	7D, 9A, 9B, 10B	<ul style="list-style-type: none"> Complete refurbishment of the outer walls of the Pavilion. Continue to monitor use and hiring income. Maintain internal decoration. 	<ul style="list-style-type: none"> Discuss and agree work required to refurbish outside walls. Repaint internal walls as required 	<ul style="list-style-type: none"> MJJ: Agreement to progress work on outside walls secured – awaiting optimal weather conditions. ASO: Outside walls painted in August. PAT testing completed. Internal maintenance continued as required. Proposed increased hiring charges to be discussed at November meeting. NDJ: New hiring fees agreed at November meeting (effective 01/04/2026). Ad hoc internal maintenance work. Issues with drainage continue to be investigated. FMA: New hiring fees introduced – no reduction in hirers.

				<p>Drainage to be reconsidered if further issues arise.</p>
4. Ford End traffic calming measures.	11A, 11B	<ul style="list-style-type: none"> Continue to lobby for traffic calming measures on the B1008. Lobby for FE ASC funding. 	<ul style="list-style-type: none"> Continue engagement with all stakeholders to raise issues and concerns. Develop lobbying and engagement approaches. Monitor outcome of ECC's strategic traffic reviews. 	<ul style="list-style-type: none"> MJJ: TruCam enforcement initiated. Engagement with FE Speed Watch continues. H&T Committee seeking updates on strategic build timetable. ASO: TruCam checks have continued. New Automatic Traffic Count commissioned, plus request for permanent network counter unit data. NDJ: TruCam checks have continued – new monitoring site being finalised. New ATC ordered. Data from permanent network counter received. Village survey responses highlighted desire for Council to consider spend on traffic management initiatives. FMA: TruCam checks continued. ATC results awaited. PC's traffic management interests discussed with CCC planners in relation to possible developer's contribution from any new housing development south of FE school.
5. Play equipment and fencing at recreation grounds.	7A, 7B, 7C	<ul style="list-style-type: none"> Effect essential refurbishment and maintenance of recreation grounds' play equipment. 	<ul style="list-style-type: none"> Maintain monitoring/inspection regime. Initiate essential repairs/-decommissioning. Ensure sufficient budget to cover likely costs. Weekly inspections to continue. Essential repairs have been completed. 	<ul style="list-style-type: none"> MJJ: Maintenance work at all grounds completed. Annual inspection reports triaged to ensure further works prioritised correctly. Weekly inspections continue. ASO: Refurbishment work identified in annual inspections has continued. Weekly inspections continue. NDJ: Refurbishment work identified in annual inspections has continued. Weekly inspections continue. Phase 1 of GWRG play area project will

				<p>deliver lower maintenance equipment.</p> <ul style="list-style-type: none"> FMA: Refurbished fencing work at FERG identified. Play area annual inspections due in May – Phase 1 play area completion at GWRG should reduce issues there.
6. LCAS Accreditation.	All	<ul style="list-style-type: none"> Build on current Foundation (Bronze) accreditation. 	<ul style="list-style-type: none"> Complete preliminary review of compliance gaps to establish requirements to submit application for Silver or Gold accreditation. Sign-off of additional documents needed to effect compliance. Engage with EALC to initiate assessment process. 	<ul style="list-style-type: none"> MJJ: Assignment of fulfilment activities in Strategic Plan to Committees and volunteers will inform timing of application for Silver/Gold accreditation. ASO: No decision yet on optimal time to seek LCAS re-accreditation. NDJ: No decision yet on optimal time to seek LCAS re-accreditation. FMA: Agreed approach for continued accreditation in 2026/27.
7. Village Green (VG150), Ford End.	8B, 9A, 9B, 12A	<ul style="list-style-type: none"> Retain the area as a parish asset. 	<ul style="list-style-type: none"> Continue to object to the adverse possession claim made to HM Land Registry. 	<ul style="list-style-type: none"> MJJ: Current status discussed regularly at PC meetings. Future maintenance regime agreed at June monthly meeting. HMLR has confirmed it 'has concluded that the [AP] application cannot proceed'. ASO: Judicial review (of Highways enforcement action) remains outstanding. Agreement to proceed with work to install fence on that part of boundary between VG150 and neighbouring property where no highway rights exist. Voluntary registration with HMLR commenced. NDJ: Judicial review rejected. Fence/hedge removed. New boundary hedge installed by neighbouring property. Assistance with voluntary registration being sought from Open Spaces Society.

				<ul style="list-style-type: none"> FMA: Maintenance of space has begun. Voluntary registration remains outstanding.
8. Annual Survey	3B, 7C	<ul style="list-style-type: none"> Undertaking an annual survey to determine residents' demands and needs. 	<ul style="list-style-type: none"> Completion of a survey so that its findings are available for 2026/27 precept discussions in late 2025. 	<ul style="list-style-type: none"> MJJ: Remains outstanding. Will require input from Committees and clear identification of deliverables. ASO: Format and question set agreed and survey launched using SurveyMonkey. NDJ: Survey completed – disappointing response rate. Results will complement (rather than fully inform) future activities. FMA: No further action. Consider similar survey in 2026/27.
9. Community Hub	15A	<ul style="list-style-type: none"> Introduce a community hub. 	<ul style="list-style-type: none"> Completion of the process to assess the viability of introducing a community hub (including its objectives and desired outcomes). 	<ul style="list-style-type: none"> MJJ: Viability assessment remains to be initiated. ASO: No further update. NDJ: No further update. Decision needed on whether a hub is needed given other existing parish organisations. FMA: Because of the work of other parish organisations, nothing has emerged which suggests PC need to promote and organise a hub. Approach may be to monitor in future with a view to stepping in if the situation changes.

Ongoing Activities

Subject	Strategic Objective(s)	Objectives	Actions	Activities Completed in 2025/26
1. Communication.	1A, 1B, 1C, 1D, 2A, 3A, 3B, 3C, 5A, 5B, 5C, 13B, 14A, 14B, 15A, 15B, 17A, 18A, 21A, 22A	<ul style="list-style-type: none"> • Improve the Council's comms. activities, ensuring it uses all facilities to engage with parishioners. • Identifying partner organisations. 	<ul style="list-style-type: none"> • Maintain and extend contributions to Parish News and social media platforms. • Identify possible improvements to Council's presence on parish website. • Identify ways to improve public's attendance at Council meetings, including options such as live streaming for remote viewing (or remote participation of that becomes possible). • Ensure Media Relations Policy remains fit for purpose, especially given fast-changing ways social media are used. • Arrange Annual Assembly to encourage widest possible participation. • Publish annual report in Parish News, online and on social media. • Arrange survey to better understand residents demands and needs. • Completion of process to identify all prospective partner organisations. 	<ul style="list-style-type: none"> • MJJ: Continued use of PN and social media on various issues/topics. Media policy revalidated at May meeting. Prospective partner identification a key task completed in relation to potential sponsors for play area project. • ASO: PN and social media updates have continued. Village survey initiated. Single issue survey of Broad's Green residents ongoing. Engagement with Broad's Green residents re: their Christmas tree initiative. • NDJ: PN and social media updates have continued. Village survey completed – identified need to increase and improve comms. strategy. Consultation with Broad's Green residents resulted in a proposed initiative (memorial bench) not being taken forward. Council led Broad's Green Christmas tree initiative (to take advantage of existing PL insurance). • FMA: PN and social media updates have continued. New website build in progress. Annual Assembly hosted at GWVH – public attendance disappointing. Annual report published in March edition of Parish News.

				<p>Work with CCC parks department to build on previous work FERG. Work with Horticultural Society to facilitate removal of their hut from Brook Mead allotment site. Continued representations from and responses to parishioners at meetings.</p>
2. Allotments.	5A, 7E, 13A	<ul style="list-style-type: none"> Continued provision of allotment facilities for parishioners. Making improvements at the allotment sites. 	<ul style="list-style-type: none"> Continue to administer through Recreation Committee. Document requirements of allotments inspector role. Introduce agreed 2025/26 hiring fees. Allotment site mapping (to identify communal areas) to be completed and published. Completion of plotholder focus groups to identify possible improvements. 	<ul style="list-style-type: none"> MJJ: Standing item for discussion at RC meetings. Rubbish removal from Brook Mead site organised in early August. New hiring fees agreed in early 2025. Work to identify and maintain communal areas ongoing. ASO: Rubbish removal at Brook Mead completed. Plot re-numbering completed. New plot markers to be installed. New fees introduced – F&GP recommendation is no increase for 2026/27. Tree works commissioned. Engagement with Horticultural Society re: future of trading hut. NDJ: Consideration of hiring fee charge increase deferred to Q3/2026. Initiative to increase plot hires, condition of non-hired plots, plot markers etc. discussed at Recreation Committee meetings. FMA: Routine inspections continued. Working group tidied Brook Mead. Plot markers work in progress.
3. Asset Management.	8C, 9A, 9B, 23A	<ul style="list-style-type: none"> Review 2024 asset inspection data and prioritise refurbishment and 	<ul style="list-style-type: none"> Update asset register as necessary. Ensure annual asset review is conducted with photographic register and database. 	<ul style="list-style-type: none"> MJJ: Asset review confirmed to take place in August. AdvantEdge module ensure complete record (inc. photographs).

		<p>maintenance of Council assets.</p>	<ul style="list-style-type: none"> • Initiate 5-year facilities management strategy with schedule of works and budget. • Agree and effect refurbishments. • Continue maintenance programmes. 	<ul style="list-style-type: none"> • ASO: Annual asset review completed. Cost of likely refurbishment/-replacement works factored into F&GP budget recommendation discussions. Essential repair and maintenance works effected. • NDJ: Results of asset review have informed focus of spend (e.g. on war memorial and bus stop shelter at Banbury Square). The shelter works have been completed; the war memorial posts/chains work is in progress. • FMA: Asset improvement or maintenance list discussed as necessary at Recreation & F&GP Committees' meetings.
<p>4. Environmental Sustainability.</p>	<p>5B, 10A, 10B, 10C, 12A, 12B, 12C, 12D, 12E, 12F, 12G, 12H, 13A, 13B, 13C, 14B, 20A, 20B, 22A, 23A, 23B</p>	<ul style="list-style-type: none"> • Promote GWPC initiatives in relation to climate change. • Introduce initiatives which evidence the Council's commitment to environmental sustainability. • Identifying partner organisations. 	<ul style="list-style-type: none"> • Identification of new/existing climate change initiatives which GWPC can join and actively promote. • Identify opportunities for: <ul style="list-style-type: none"> ○ Planting hedges to replace/- complement posts around village. greens to prevent parking inappropriate use. ○ Designating wildflower areas. ○ Bulb planting on Parish Council owned land. ○ Allowing leader trees in hedges to grow. ○ Protecting green areas/buffers along parish boundaries • Consider an ecological survey and introduction of a bird boxes strategy. • Engage with residents and schools to promote the local natural environments and encourage planting of trees and hedges 	<ul style="list-style-type: none"> • MJJ: Sustainability initiatives assigned to Recreation Committee to consider implementation on PC land. • ASO: Rec. Cttee. members have assumed ownership for activities relating to strategic plan items 7E, 8A, 8B, 9B, 12A, 12B, 12C, 12E & 12H. Progress to be reported at future meetings. • NDJ: Recreation Committee meetings report ongoing work. Site meeting at FERG with Senior Parks Officer at CCC to review progress of area planted with trees identified opportunity to work with FE school; in addition, useful contact information obtained to advance other actions.

			<ul style="list-style-type: none"> • Consider rewinding where appropriate. • Improve Public Rights of Way. • Completion of process to identify all prospective partner organisations. 	<ul style="list-style-type: none"> • FMA: Event involving FE school took place (and featured in Parish News article). Working group set-up to investigate further opportunities for engagement with CCC Senior Parks Officer and staff.
5. Traffic.	11A, 11B	<ul style="list-style-type: none"> • Create a highways policy for responding to or acting on highway issues in the parish. • Monitoring traffic volumes/speeds. • Identify initiatives, campaigns etc. which may improve traffic management in the parish. 	<ul style="list-style-type: none"> • Implementation of agreed policy. • Maintain Highways and Transport Committee to address all traffic/parking issues. • Identify (self-funding) schemes which can utilise the Council's Safety Schemes reserve. • Commission and test usefulness of TruCam speed monitoring initiative run by Maldon D.C. • Continue using Speed Indicator Devices (notwithstanding limit data collection value). • Continue to make nominations for all/any pothole/footway/road sign repair initiatives. • Encourage use of EVs by promoting installation of EV charging points. 	<ul style="list-style-type: none"> • MJJ: TruCam initiative has commenced – results considered at H&TC meetings. SID use continues. Repair nominations continue to be submitted. • ASO: TruCam checks continued – work to establish new monitoring sites in Ford End. SID use continues. H&TC noted some outstanding traffic sign refurbishments have been effected. Continued to seek a response from Aldi to explain increased use of B1008 by their HGVs. Results of 20mph survey published on website. • NDJ: TruCam checks continued, along with work to establish new monitoring sites in Ford End. SID use continues. Meaningful response from Aldi to explain increased use of B1008 by their HGVs still being chased. Response to revised CCC Local Plan consultation made traffic management at FE the principal benefit sought from new proposed development site. • FMA: TruCam checks continued. No response from Aldi – matter dropped.

				<p>Meeting with CCC planners to explain aspirations for traffic management as part of any new housing development in FE.</p> <p>Reporting and escalation of several road/footway maintenance issues.</p> <p>Submission of request for works under 'Love your Chelmsford' workday by CCC Street clean team.</p> <p>Response submitted to Essex Safer Speeds Strategy consultation.</p> <p>Agreement for PC to write to residents whose hedges are overgrown and interfering with traffic.</p> <p>Contact with CCC/ECC initiated to understand current policies re: maintenance of road/village signs.</p>
6. Parking.	11A, 11B	<ul style="list-style-type: none"> Monitoring vehicle parking issues in the parish. 	<ul style="list-style-type: none"> Maintain Highways and Transport Committee to address traffic/parking issues. Maintain intelligence gathering. Review GWVH car parking arrangement in Q3. 	<ul style="list-style-type: none"> MJJ: See H&TC minutes for specific issues discussed. ASO: H&TC minutes detail specific issues discussed. Awaiting VH response to proposed signage. NDJ: H&TC minutes detail specific issues discussed. VH parking agreement for 2026 agreed (on same T&Cs). Awaiting VH response to proposed signage. FMA: H&TC minutes detail specific issues discussed. Agreement to submit article to Parish News re: inconsiderate parking on footways and communal green spaces.
7. Crime and disorder.	1B, 1C, 14B, 15B	<ul style="list-style-type: none"> Monitoring crime and disorder in the parish 	<ul style="list-style-type: none"> Continue to request Chelmsford & Maldon Community Policing Team 	<ul style="list-style-type: none"> MJJ: CPT did not respond to request for attendance at annual

			<p>attendance at Council arranged public meetings/events.</p> <ul style="list-style-type: none"> • Monitor any available reported crime statistics to identify trends. • Encourage parishioners to report incidents. • Continue to use social media to highlight incidents. • Continue to secure PC assets. • Work with all agencies to identify and help prevent crime and disorder. • Continue to monitor costs of damage to assets by vandalism. 	<p>assembly. Vandalism (paint spraying) at Pavilion on 29/30 July.</p> <ul style="list-style-type: none"> • ASO: Graffiti at Pavilion rectified by respray of exterior walls. • NDJ: Continued reporting to police of any incidents of loss/damage to Council property. • FMA: Continued reporting to police of any incidents of loss/damage to Council property.
8. Planning.	17A, 18A, 19A, 20A, 20B	<ul style="list-style-type: none"> • Maintenance of annual action plan. • Ensure contents of existing (and any new) parish plan or village design statements are fit for purpose. • Consideration of local planning applications. 	<ul style="list-style-type: none"> • Implement annual plan with quarterly monitoring of progress at GWPC meetings. • Commence review and update of parish plan and village design statements. • Identification of any new plans and preparation of wordings for consideration and approval. • Maintain status as consultee for all planning applications in the parish. • Encourage use of EVs by promoting installation of EV charging points. • Actively pursue enforcement action where breaches of planning legislation have been identified. • Encourage planting and retention of trees in responding to planning applications. 	<ul style="list-style-type: none"> • MJJ: Review of parish plans and VDS assigned. Consultee status for planning applications maintained. • ASO: Review of PC involvement in any parish plan or VDS revisions required (these are not PC documents <i>per se</i>). Consultee status for planning applications maintained. Likely revision of CCC Local Plan noted (with increased number of properties at development south of Ford End school). • NDJ: Noted that parish plan and VDS are not owned by Council therefore no review completed or anticipated. Consultee status for planning applications maintained. Response to revised CCC Local Plan consultation completed and posted on website. • FMA: Consultee status for planning applications maintained.

				Response to revised CCC Local Plan consultation discussed with CCC planners at their request.
9. Management of vegetation.	5A, 8C, 12A, 12B, 12C, 12D, 12E, 12F, 12G, 12H, 13C, 18A, 20A, 20B	<ul style="list-style-type: none"> Management of vegetation on Council owned/-managed locations. 	<ul style="list-style-type: none"> Recreation Committee continues to monitor overall resourcing requirements at allotment sites and recreation grounds. Continue to commission external experts reports to ensure established tree issues are identified and managed. 	<ul style="list-style-type: none"> MJJ: Maintenance at Recreation Grounds & allotment sites has continued. ASO: Continued maintenance at Recreation Grounds & allotment sites. New tree survey commissioned (to take account of parishioners' representations re: trees on GW Recreation Ground). NDJ: Continued maintenance at Recreation Grounds & allotment sites. New tree survey completed. Has informed approach in relation to parishioners' representations concerning trees on GW Recreation Ground). Site meeting at FERG with Senior Parks Officer at CCC to review progress of area planted with trees identified opportunity to work with FE school. FMA: Agreement for PC to write to residents whose hedges are overgrown and interfering with traffic. Future of trees at Upper Moors end of GWRG discussed at Recreation Committee as part of tree survey recommendations. Agreement of costs to effect recommendations in latest tree survey report for PC-owned/administered land.
10. Training.	16A, 16B, 23B	<ul style="list-style-type: none"> Training for councillors and staff. 	<ul style="list-style-type: none"> Continue to identify training needs. 	<ul style="list-style-type: none"> MJJ: Training requirements identified and courses have/will be

			<ul style="list-style-type: none"> • Ensure completed training meets minimum necessary for LCAS accreditation. 	<p>completed. Outstanding work to conduct councillor & employee training needs analyses to ensure adequate financial provision in 2026/27 budget.</p> <ul style="list-style-type: none"> • ASO: Provision for new councillor training included in proposed 2026/27 budget. Staff training courses completed. • NDJ: Staff training courses completed. • FMA: Staff & councillor training has continued.
11. Commemorative events.	4A, 15B	<ul style="list-style-type: none"> • Involvement in Remembrance Day (see below) and other commemorative events (as agreed). 	<ul style="list-style-type: none"> • Continue to chair Remembrance Day organising group. • Maintain involvement in other events, as necessary. 	<ul style="list-style-type: none"> • MJJ: Initial meeting of Rem. Sunday organising group took place in June. PC allocated actions advanced. • ASO: Remembrance Sunday event took place on 09/11/2025. • NDJ: Council led Broad's Green Christmas tree initiative (to take advantage of existing PL insurance). Council participated in church's Xmas tree completion. Council represented at dedication of church's refurbished organ. • FMA: No events this quarter.
12. Remembrance Sunday Parade.	4A	<ul style="list-style-type: none"> • Successful organisation of parade at GW. 	<ul style="list-style-type: none"> • Chairing of meetings with RBL and other parish organisations. • Liaison with SEPP and others re: road closures. 	<ul style="list-style-type: none"> • MJJ: Initial meeting of Rem. Sunday organising group took place in June. Contact with SEPP initiated. • ASO: Remembrance Sunday event took place on 09/11/2025. Equipment from SEPP for road closures secured. • NDJ: No update this quarter. • FMA: No update required this quarter.

13. Health and Wellbeing.	1B, 1C, 4A, 5C, 6A, 7A, 7B, 7C, 7D, 7E, 8A, 8B, 14A, 14B, 15A, 15B, 16A, 16B	<ul style="list-style-type: none"> • Full engagement in residents' health and wellbeing services. • Organise (with other groups/organisations) wellbeing events. 	<ul style="list-style-type: none"> • Promote initiatives in the parish, e.g. support groups. • Identify/define organisations that the Parish Council wishes to work with to support residents' needs. • Consider the introduction of a community hub. • Organise (with other groups/organisations) wellbeing events • Identify the opportunities to arrange wellbeing events and arrange and fund as necessary. • Introduce a volunteering policy. 	<ul style="list-style-type: none"> • MJJ: No substantial activities to date. • ASO: No update on these items. • NDJ: No update on these items. Need to consider whether Council can usefully contribute. New volunteering policy outstanding. • FMA: No perceived demand for PC initiatives to complete other organisations apart from new volunteering policy which is outstanding. Approach may be to monitor in future with a view to stepping in if the situation changes.
14. Other parish organisations.	1A, 3A, 3B, 3C, 5C, 13B, 14A, 14B, 15B	<ul style="list-style-type: none"> • Presence on management committees of other parish organisations. 	<ul style="list-style-type: none"> • Maintain presence with other organisations. 	<ul style="list-style-type: none"> • MJJ: Attendance at start-up meeting of Chelmsford Association of Local Councils (CALC) – next meeting in August. • ASO: Attendance as further CALC and EALC meetings. • NDJ: Attendance at further CALC and EALC meetings. Council participated in church's Xmas tree completion. Council represented at dedication of church's refurbished organ. • FMA: Attendance at further CALC and EALC meetings.
15. Parish events.	3A, 3C, 4A, 5C, 12G, 14A, 14B, 15A, 15B	<ul style="list-style-type: none"> • Participation in multi-organisation parish events. 	<ul style="list-style-type: none"> • Continue any agreed participations. 	<ul style="list-style-type: none"> • MJJ: Attended a number of events to promote and fundraise for the GWRG play area project. • ASO: Further attendance at events to promote play area project. Attendance at service to celebrate installation of refurbished church organ. Wreaths laid on behalf of

				<p>PC at GW & FE Remembrance Sunday events.</p> <ul style="list-style-type: none"> • NDJ: Council led Broad's Green Christmas tree initiative (to take advantage of existing PL insurance). Council participated in church's Xmas tree completion. Council represented at dedication of church's refurbished organ. • FMA: No events this quarter.
16. Lobbying.	1B, 1D, 3B, 5A, 11A, 11B, 18A	<ul style="list-style-type: none"> • Lobby on behalf of parishioners in relation to other agencies' infrastructure plans. 	<ul style="list-style-type: none"> • Continue to identify plans/initiatives with a view to agreeing PC lobbying position. • Monitor developments in relation to National Grid pylons project. • Continue engagement with Chelmsford Association of Local Councils and monitor success of the initiative. 	<ul style="list-style-type: none"> • MJJ: Responses sent to consultations on LGR/devolution. Feedback sent to N&W of Chelmsford Parishes Group re: commissioned landscape report. Attendance at CALC meetings. • ASO: Attendance at CALC meetings. Interested party notification made to Planning Inspectorate re: NG pylons project. • NDJ: Attendance at CALC meetings. Registered as interested party in pre-examination stage of NG pylons project. • FMA: Attendance at CALC meetings. Agreed contribution to costs for landscape study re: NG pylons project.
17. Policy consultations.	1B, 3B, 4A, 11A, 19A	<ul style="list-style-type: none"> • Respond to policy consultations as they affect the parish. 	<ul style="list-style-type: none"> • Continue to identify and respond to consultations, as necessary. 	<ul style="list-style-type: none"> • MJJ: Response submitted to - Local Government Reorganisation in Greater Essex survey. • ASO: No consultation response necessary this quarter. • NDJ: Response to revised CCC Local Plan consultation in relation to new proposed development site

				<p>adjacent to FE school (posted on website). Response to Consultation on Proposals for Local Government Reorganisation in Essex, Southend-on-Sea and Thurrock posted on website).</p> <ul style="list-style-type: none"> • FMA: Response submitted to Essex Safer Speeds Strategy consultation. Parish survey re: unused red telephone kiosks commenced.
18. Grants.	6A	<ul style="list-style-type: none"> • Proactively identifying possible worthy causes/initiatives. • Consideration of applications for grants. 	<ul style="list-style-type: none"> • Raise awareness in the parish of access to GWPC's grants scheme. • Maintain grants fund in budget. • Publicise availability of fund. 	<ul style="list-style-type: none"> • MJJ: No substantial activities to date. • ASO: No grants requests received. Provision for grants included in proposed 2026/27 budget. • NDJ: No grant requests received. • FMA: No grant requests received.
19. Availability of PC assets.	3A, 3B, 3C, 7A, 7B, 7D, 7E, 15A	<ul style="list-style-type: none"> • Make PC assets available to individuals and other parish organisations. 	<ul style="list-style-type: none"> • Ensure awareness of access to PC assets is maintained (in particular hiring of the Pavilion and availability of allotment plots). 	<ul style="list-style-type: none"> • MJJ: GWRG play area project comms. raise awareness of recreation facilities. Adverts in PN for vacant allotment plots. • ASO: Similar update to previous quarter. • NDJ: Same update as previous quarters. • FMA: Similar update to previous quarters.
20. Summer holiday activities.	4A, 5C, 7D, 14A, 14B	<ul style="list-style-type: none"> • With CCC, organise summer holidays activities ('Play in the Park') at GW Recreation Ground. 	<ul style="list-style-type: none"> • Publicise event days. • Ensure access to Pavilion facilities is available to complement the event days. 	<ul style="list-style-type: none"> • MJJ: PitP advertising on social media, noticeboards etc. • ASO: PitP event held – Pavilion was used by preschool to raise funds by providing refreshments. Decision made not to hold similar event in 2026. • NDJ: No update this quarter. • FMA: No update this quarter.

<p>21. Policy documents review.</p>	<p>8A, 8B, 18A, 21A, 22A</p>	<ul style="list-style-type: none"> • Ensure recreation ground byelaws are fit for purpose. • Introduce village green byelaws. • Review all documents in accordance with agreed schedule. 	<ul style="list-style-type: none"> • Complete of review byelaws and introduction of any agreed updates. • Complete of review to assess need to introduce village green byelaws based on current usages and risk assessment analyses. • Complete reviews as required. • Withdraw old and/or introduce new policies as necessary. 	<ul style="list-style-type: none"> • MJJ: Scoping work on revised byelaws has commenced. • ASO: Byelaws review discussed at October meeting – further work required to build on in principle decision to update. These policies updated or introduced: Standing Orders, Financial Regulations, IT policy, Committees’ terms of reference. • NDJ: Review of byelaws – advice being sought from Open Spaces Society (following new membership). Document changes necessary following increase of Pavilion hire charges completed. • FMA: Work with OSS on byelaws continued.
<p>22. Internal PC management.</p>	<p>1A, 8A, 8B, 8C, 9A, 9B, 11A, 13A, 13B, 16A, 16B, 18A, 21A, 22A, 23A, 23B</p>	<ul style="list-style-type: none"> • Maintaining high standards of professionalism. 	<ul style="list-style-type: none"> • Review future LCAS accreditation possibilities. • Identify possible use of AdvantEdge administration module • Ensure all internal/external auditors report findings are actioned promptly. • Ensure Council’s risk register reviewed and agreed. 	<ul style="list-style-type: none"> • MJJ: LCAS accreditation to be reviewed once all outstanding activities has been assigned. Internal auditor’s report received and recommended actions completed of in progress. Risk register reviewed at May meeting. • ASO: Internal and external auditors’ recommended actions completed. • NDJ: LCAS accreditation review to be completed. For security and compliance requirements gov.uk email addresses adopted. New parish council website development started. • FMA: Gov.uk email addresses introduced & live w.e.f. 01/04/2026.

				<p>Work on new PC website continues. Review LCAS accreditation strategy in 2026/27. Election notice issued following a member's resignation.</p>
23. Finance.	21A, 22A	<ul style="list-style-type: none"> • Actions related to balanced budget and financial integrity at all times. 	<ul style="list-style-type: none"> • Ensure all submitted payments for approval agreed. • Ensure all monthly bank reconciliations at zero tolerance noted and agreed. • Quarterly F&GP Committee meetings with 2026/27 budget/precept recommendations in Q4. 	<ul style="list-style-type: none"> • MJJ: No financial irregularities to report. • ASO: No financial irregularities to report. Proposed 2026/27 budget and precept demand recommended by F&GP. • NDJ: No financial irregularities to report. Full Council agreed proposed 2026/27 budget and precept demand, as recommended by F&GP. Review of Council's insurance arrangements discussed at F&GP meeting. • FMA: No financial irregularities to report. Insurance cover amended to reflect revised sums insured following implementation of Phase of GWRG play area project. Continued discussions to identify financial opportunities/constraints for completion of GWRG play area project in 2026.
24. Defibrillator units in the parish.	14A, 14B, 15B	<ul style="list-style-type: none"> • Complete work to assume funding and administration responsibilities for all Council owned parish defibrillators. 	<ul style="list-style-type: none"> • Council to engage with Community Heartbeat Trust to maintain/provide units (in line with budget provisions). • Assume responsibility for units as their existing contracts expire. 	<ul style="list-style-type: none"> • MJJ: Work to ensure smooth transfer of GW defibrillator to PC ownership & administration has commenced. • ASO: Routine checks on PC owned/administered defibrillators have continued. Proposed 2026/27 budget includes provision for

				<p>ongoing maintenance. Options for transfer of GW unit remain under review.</p> <ul style="list-style-type: none">• NDJ: Routine checks on PC owned/administered defibrillators have continued. Proposed 2026/27 budget includes provision for ongoing maintenance agreed.• FMA: Routine checks on PC owned/administered defibrillators have continued.
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