

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@gtwaltham-pc.gov.uk

website: e.voice.org.uk

Posted: 12 / 08 / 2026

You are hereby summonsed to attend the Meeting of the Great Waltham Parish Council on Tuesday 18th August 2026 at Ford End Village Hall, Ford End 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.

26/2714 Chair's Welcome:

Chair:

Cllrs:

26/2715 Apologies

26/2716 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.

26/2717 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.

26/2718 Report by County Councillor – (Cllr Mike Steel).

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

26/2719 Report by Chelmsford City Councillor – (Cllr Mike Steel).

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

26/2720 Confirm the minutes of the ordinary meeting of the Council held on 20th July 2026.

26/2721 Note the minutes of the Highways and Transport Committee held on 27th July 2026.

26/2722 Update on the decisions of Chelmsford City Council Planning department.

Reference	Address	Status
26/00756/FUL	Wishing Tree Larks Lane Great Waltham Chelmsford Essex CM3 1AD	Application Permitted
26/00634/FUL	Black Chapel Black Chapel Lane Great Waltham Dunmow CM6 3PH	Application Refused
26/00674/REM	Lavender Farm Main Road Great Waltham Chelmsford Essex CM3 1LL	Application Permitted

26/2723 Local Planning consultations:

Reference: 26/00129/S73

Address: Hedgerows South Street Great Waltham Chelmsford

Description of works: Variation of condition 2 to approved planning application 26/00129/FUL (Two storey side and rear extension. Single storey side extension, single storey front extension, front porch canopy and first floor front dormer window) Addition of a small single storey kitchen extension.

26/2724 Finance Report – Cash in Hand- (Clerk).

Accounts information taken on 11/08/2026 20.58

Current Account: £ **1,487** **(0% interest).**

Savings Account: £ **105,770** **(1.95% interest).**

Redwood Account £ **17,091** **(3.75% interest) .**

Accrued Interest (not paid and not included above) £445.67

Sub-Total Cash in hand £124,348

Earmarked Reserves:

- Safety Schemes Reserve £ 9,040
- Allotments deposit £ 850
- Capital Refresh Reserve £ 51,243
- Asset Refresh (Non-Playground) Reserve £ 5,430
- Gt Waltham Playground Refresh Donations £1,282
- Gt Waltham Playground Refresh Grants: £7,363

Sub-Total £ 75,208 (Reserves)

Payment to HAGS - Approved – awaiting invoice-Phase 1. £ 25,753.01 (Includes VAT).
(To Be taken from Reserves above).

Total remaining cash on Hand £49,140

- £53,296 due 30th October 2026 (50% precept).

26/2725 Budget Update 2026 – 2027.

Budget £129,992.04 (Precept 2026/2027 - £106,592.04)

Financial Budget Comparison

Comparison between 01/04/26 and 11/08/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/26

	2026/27	Actual Net	Balance
INCOME			
Total Council	£129,992.04	£73,195.68	-£56,796.36
Total Income	£129,992.04	£73,195.68	-£56,796.36

Financial Budget Comparison

Comparison between 01/04/26 and 11/08/26 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/26

	2026/27	Actual Net	Balance
EXPENDITURE			
Total Council	£129,992.04	£42,881.53	£87,110.51
Total Expenditure	£129,992.04	£42,881.53	£87,110.51
Total Income	£129,992.04	£73,195.68	-£56,796.36
Total Expenditure	£129,992.04	£42,881.53	£87,110.51
Total Net Balance	£0.00	£30,314.15	

26/2726 Confirmation of payments - (Clerk):

		Aug-26	
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	TBC
Councilwise	Cllr Holland 2/2	Training	£108.00
Npower	Telephone Kiosks	General Reserve	£223.99
JCM	Allotment Cut	Allotment Expenditure	£732.00
Cllr Martin	2nd Hand Phone Box Door	Asset Refresh	£200.00
Cllr Martin	Parts for Phone box repairs	Asset Refresh	£36.96
Clerk	X2 Connect Parts fro Phine Box	Asset Refresh	£778.63
Cllr Martin	Milage to collect door	Expenses	£ 85.10
D&M Payroll	Payroll Admin April - September	proffesional fees	£ 86.40
JCM	Verge Cut Penson Hill	Grounds Maintenance	£ 96.00
			£5,733.15

26/2727 Monthly Bank Reconciliations-(Clerk)

26/2728 Update on the Action Tracker (circulated with the agenda) – (All).

26/2729 To agree the Highways & Transport Committee's recommendation that in relation to Community Speed Watch, the Parish Council should undertake a coordination role to reintroduce teams operating in the parish if there is sufficient local interest and a pool of volunteers can be established. (Cllr Gilbert).

- 26/2730 To agree the Highways & Transport Committee's recommendation that in relation to funding repairs and replacements of roadside furniture (including road/village signs) in the parish, the Parish Council adopts a position of looking at each individual location's issue as it is raised, rather than introducing a fixed policy position. (Cllr Gilbert).
- 26/2731 To note and consider the Council's 2026/27 action plan update report (see document circulated with the agenda). (Cllr Gilbert).
- 26/2732 Discuss and approve the renaturing working group's proposal for a wildflower and grasses area at Great Waltham Recreation Ground. (Cllr Martin).
- 26/2733 Discuss and approve any items to release for publication. - (All)

Frequency		Meeting	Day	date	Month	Year	
Bank Holiday			Monday	31st	August	2026	
GWPC	Bi-Monthly	Recreation	Monday	7th	September	2026	Ford End
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	
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	Ford End
GWPC	Quarterly	H&TC	Monday	8th	February	2027	
GWPC	Monthly	Monthly	Tuesday	16th	February	2027	Ford End
GWPC	Monthly	Monthly	Monday	15th	March	2027	Ford End
GWPC	Annual Assembly	Annual Assembly	Tuesday	23rd	March	2027	
Bank Holiday			Monday	29th	March	2027	
GWPC	Bi-Monthly	Recreation	Monday	12th	April	2027	Ford End
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	
Bank Holiday			Monday	31st	May	2027	
GWPC	Monthly	Monthly	Monday	14th	June	2027	