



Chair D. Loudfoot
Vice- Chair G. Howeson

Clerk: W.J. Adshead-Grant

Minutes of the Ordinary Meeting of Pleshey Parish Council held at Pleshey Village Hall on Wednesday 12th March 2025 at 8pm.

2024/1249 Chair's Welcome:

Condolences to Cllr Sommerville for his recent bereavement.

Chair: Howeson

Councilors: Groves, Sommerville, Holland, Gunn and Kenning.

2024/1250 Apologies for absence

Cllr Loudfoot.

2024/1251 Declarations of interest (existence and nature) regarding items on the agenda.

Cllr Groves declared an interest in the planning 25/00228/FUL.

Cllr Kenning declared an interest in item 2024/1270.

2024/1252 Public participation session for anyone with an interest or concern that they wish to raise with the Parish Council.

There were no members of the public in attendance.

2024/1253 Confirmation of the Minutes of the Ordinary meeting held on 12th February 2025.

Resolution: The minutes were confirmed.

2024/1254 External authorities report.

- Chelmsford City Council: No report from Cllr Chambers
- Essex County Council: Cllr Steel attended and highlighted some items from his report.
The report is on our website.

Concerns raised by the Parish Council over the quality of some of the pothole repairs at both five gates bend and by the Concrete Road.

2024/1255 Planning.

Update Chelmsford City Council decisions:

Reference	Address	Type	Status
24/01776/FUL	Barn North Of Bury Farm Bury Road Pleshey Chelmsford	Application	Application Permitted

Planning application.

1. Reference: 25/00228/FUL

Cllr Groves declared an interest and took no part in the discussion.

Address: Pleshey Grange, Grange Road Pleshey Chelmsford

Description of works: Proposed partial two storey, part single storey side extension.

Resolution: **The Parish Council has no comment.**

2. Norwich to Tilbury Pylons – update consultation.

The proposed changes to the pylons at the Waltham Gap were noted.

Finances

2024/1256 Financial Report –

Accounts at 06.03.2025 at 21:34:

Cheque Account	(Barclays)	£1190.46	0% Interest.
Savings Account	(Barclays)	£10,530.36	1.41% Interest.
Cheque Account	(Unity Trust)	£6.49	0% Interest.
Interest account opened.	(Unity Trust)	£463.15	2.50% Interest.

Reserve included above £7,800

Total **£ 12,190.46**

Resolution: **The accounts were noted.**

2024/1257 Payments for approval at the meeting:

Outstanding Action:

Move £10,000 from Barclays to Unity Trust Bank.

– requires additional signatories for the Unity Trust account.

	Item	Budget Line	Payment
14.03.2025	Essex Pension Fund	Pension	£158.15
14.03.2025	Hundred Parishes Society	subscriptions	£10.00
14.03.2025	JCM - Work at Viewing Point	Viewing Area	£480.00
14.03.2025	HMRC	PAYE	£72.40
14.03.2025	Clerk - March	Salary	£143.01
14.03.2026	Cllr Kenning - Expenses	Expenses	£42.00
14.03.2025	Pleshey News	Grants	£250.00

Total **£1155.56**

Resolution: **The payments were approved.**

2024/1258 Review and agree the monthly bank reconciliation – Vice Chairman.

Resolution: **The bank reconciliation was approved.**

2024/1259 Allotments

- Request to fence between the allotment plots 13/15 and Mount Villas (with a gate and fence).
- Plot 3 rented out.

Resolution: **The Clerk to get an updated quote without a gate included in the cost.**

2024/1260 Budget update 2024-2025.

Underspend £4348 – this will move to General Reserve.

	£13,250.00	Spent	Balance	
Staff Costs	£5,460.00	£4,630.89	£829.11	
General Administration	£2,097.00	£1,375.03	£721.97	
OPEN SPACES	£5,193.00	£2,895.30	£2,297.70	
S137-Grants	£500.00	£0.00	£500.00	
			£4,348.78	Potential UNDERSPEND
				Prepared March 2025

The budget is not the end-of-year figures so there will be a difference with the AGAR next month.

Reports and Updates

2024/1261 Update on the Risk Matrix.

No new issues arose.

2024/1262 Update on GJPA and review the recent inspection from Sovereign.

The cuttings from the recent works party need to be removed.

Highlighted that the algae / grass needs to be removed from playing surfaces .

Resolution: **Clerk to request a quote for a non-Glyphosate spray regime.**

2024/1263 Update on the Viewing Area.- All

The gate post has been installed.

The gate to be hung.

Resolution: **Thanks to Cllr Sommerville for the creation of the gate to be hung.**

Resolution: **Grass waste disposal approved.**

2024/1264 Grange Road flooding concerns.

The search for an underground pipe is ongoing. It's believed that where the road has a slight unevenness the pipe under the road may be. Once this pipe is located the Highways team can come out to assess and unblock.

2024/1265 Discuss arrangements for the Annual assembly and advertising the event.

Consider the Bleed kit and Defib refresher training as central theme.

2024/1266 Love your Parish Day – what service would we like?

Resolution: **The Clerk to record the need for road sweeping along Back Lane, Vicarage Road, and grange road.**

2024/1267 Devolution update.

The Clerk recently attended an update from EALC on the Essex Devolution timetable. It was suggested that as the tiers of government above the Parish / Town council merge services may change or be discontinued. If services are discontinued there will be no finance passed down. Consideration should

be given in the next budget to make provision for changes. To note that currently:

- The allotments are rented off Chelmsford City Council and maintained by the allotment holders.
- The Golden Jubilee Playground is rented off Chelmsford City Council and CCC cut the grass.
- The Castle viewing area is owned by Essex County Council who pay the Parish Council to cut the grass.
- The Green areas in Woolmer Mead are owned by Chelmsford City Council and cut by them.
- The roadside verge in Vicarage Road is owned by Chelmsford City Council and cut by them.

2024/1268 Bleed Kits to add to the defibrillator cabinets. - Cllr Holland.

ATH can supply a bleed kit in a cabinet. Costs are around £150 for the kit and £300 for the cabinet.

Discussed that the best location for a bleed kit would be the Village Hall.

Resolution: **The Parish Council agreed to purchase a bleed kit and donate it to the community with installation at the Village Hall (with their permission).**

2024/1269 Update on the new website and options to replace e-voice.

Resolution: **Defer to the next meeting.**

2024/1270 Discuss options for Wolmer's and the green areas.

Discussion around options ranging from signs, bollards, tarmac to planting trees.

Resolution: **The Clerk to contact CCC Cllr Chambers to discuss options around tree planting.**

2024/1271 Update on solutions for the large vehicles passing through the village with a suggestion of double yellow lines.

The Council carefully considered the thoughts of the Retreat house on how to best to improve the situation.

Resolution: **The Clerk to contact residents with overgrown hedges.**

2024/1272 Confirm the asset list 2024-2025.

No additions or deletions were required.

Resolution: **The asset list was confirmed.**

2024/1273 Confirm Risk register – Financial and reputational.

Resolution: **Risk register confirmed.**

2024/1274 Discuss the weekly inspection regime and options to support the Golden Jubilee Play area including outsourcing.

The insurance company requires the weekly inspection. The training of an inspector and certification cost £600 for a three-year certification. Playground inspection companies are tied to playground installation companies. Great Waltham has three inspectors who are all RPII certified.

Resolution: **Clerk to prepare a proposal.**

2024/1275 Items for the next agenda – All

- Update from Digi Go service.
- Update on Devolution and potential effect on services / future budget.
- Update on the website.
- Enquiry on Tree Planting at Chelmsford City Council.
- Essex Police – Community policing team.

09.04.2025 Monthly Meeting -8PM.

07.05.2025 AGM & Monthly Meetings 8PM.

14.05.2025 Annual Assembly of the Parish -8PM.

11.06.2025	Monthly Meeting -8PM.
10.09.2025	Monthly Meeting 8PM.
12.11.2025	Monthly Meeting -8PM.
Jan 2026	Monthly Meeting 8PM.
Mar 2026	Monthly Meeting 8PM.
May 2026	AGM & Monthly Meetings 8PM.
May 2026	Annual Assembly of the Parish -8PM.
June 2026	Monthly Meeting 8PM.
Sept 2026	Monthly Meeting 8PM.
Nov 2026	Monthly Meeting 8PM.

Meeting closed 21:30
 Will Adshead-Grant
 Clerk to the Council.