Woodham Mortimer and Hazeleigh Parish Council

ORDINARY PARISH COUNCIL MEETING

MINUTES – TUESDAY 13 OCTOBER 2026

Convened at Woodham Mortimer & Hazeleigh Village Hall at 7:30pm

In attendance: Parish Cllrs: Simon Brady (SB presiding), Kim McDonald (KM), Pauline McDonald (PM), Stephen Pemberton (SP), Martin Evans (ME). District Councillors Simon Morgan (SM), Mark Durham (MD). Andrew Ritchings (AR) Clerk to the Council recording proceedings. Three members of the public attended the meeting.

136.26 APOLOGIES OF ABSENCE

Parish Cllrs Graham Harle was unable to attend due to business commitments and Peter Harland due to travel restrictions.

137.26 DECLARATIONS OF INTERESTS

No declarations were declared by Cllrs.

138.26 PUBLIC FORUM

One member of the public attended the meeting raising concerns over the deteriorating condition of hedges alongside the public footpath crossing the Hazeleigh Solar Farm site. They also expressed concern that due to the open space between the security fencing enclosing the solar farm and the perimeter hedges members of the public were increasingly wandering around off the public footpath and into adjacent woodland. It was advised that deer shooting often takes place in the woodland which can create a hazardous situation for trespassers. The member of the public requested the solar farm organisation erect notices advising keeping to the footpaths. Cllrs to contact the solar farm management to discuss.

Two other members of the public raised concerns related to planning application 26/00369/FULL – WOODSIDE COTTAGE SOUTHEND ROAD WOODHAM MORTIMER – *Demolition of existing detached 6 bed dwelling to replace with 2 detached dwellings and associated works.* The Council were informed by members of the public that ownership of the existing driveway may not be in the possession of the applicant.

139.26 PREVIOUS MINUTES

Minutes of Ordinary Parish Council Meeting 08 September 2026 were approved as a true record of events as proposed by KM and seconded by ME.

140.26 PLANNING

24/01014/OUTM – LAND SOUTH OF MALDON ROAD DANBURY – *Outline application with all matters reserved except for access for the erection of up to 72 dwellings with associated infrastructure.* **LPA Deadline 18/04/2025** **TO BE DETERMINED BY THE LPA**

25/00160/FULM – LAND SOUTH OF WYKE HILL AND LIMEBROOK WAY MALDON – *Construction of 90 dwellings (Use Class C3), open landscape, landscaping, vehicular and pedestrian infrastructure, sustainable urban drainage and other associated works***. LPA Deadline 22/05/2025.** **TO BE DETERMINED BY THE LPA**

25/00277/OUT – LAND ADJACENT TO LITTLE OWLS POST OFFICE ROAD WOODHAM MORTIMER – *Outline application with all matters reserved for demolition of twin stable blocks and replacement with two single storey holiday lets (2 bedroom) to replicate square footage of previous buildings and configured/designed to appear as low level farm buildings in a yard***. LPA Deadline 20/05/2025.** **TO BE DETERMINED BY THE LPA**

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25/00612/FUL – LAND ADJACENT TO RICKERBY FAMBRIDGE ROAD HAZELEIGH – *Erection of 1no. self build dwelling.* **LPA Deadline 02/09/2025**. **TO BE DETERMINED BY THE LPA**

25/00959/VAR - LAND SOUTH OF WYCKE HILL AND LIMEBROOK WAY *Maldon - Variation of condition 1 on approved planning permission 18/00531/RES (Approval of reserved matters (layout, scale, appearance and landscaping) for Phase 1 of the Eastern Parcel of the wider Land South of Wycke Hill and Limebrook Way site (LPA Application Ref. FUL/MAL/18/00071), comprising the construction of 200 residential dwellings (Use Class C3) and associated works.) to relocate 21 proposed trees.* **LPA Deadline 22/01/2026 TO BE DETERMINED BY THE LPA**

26/00027/FUL GRENO HOUSE POST OFFICE ROAD WOODHAM MORTIMER - *Construct replacement dwelling with ancillary pool building and garage, with associated landscaping.* **LPA Deadline 01/05/2026 TO BE DETERMINED BY THE LPA**

26/00441/FUL - AGRICULTURAL BARN AT LODDARTS FARM LODGE ROAD WOODHAM - *Demolition of the existing barn and part of the outbuilding, and erection of a new barn style dwellinghouse with alterations to outbuilding.* **APPROVED BY NW AREA COMMITTEE**

26/00478/HOUSE - 52 ATKINS CRESCENT MALDON CM9 6JB - *Single storey garage/workshop 15/09/2026* **LPA Deadline 15/09/2026- REFUSED BY THE LPA.** The proposed garage/workshop would leave insufficient on-site parking to serve the four-bedroom dwelling at 52 Atkins Crescent, Maldon. The proposed development would fail to meet the minimum internal dimensions set out in Maldon District Vehicle Parking Standards to accommodate a modern car and permit its doors to open, and the remaining frontage hardstanding would also fall short of the adopted dimensional standards.

TREE PRESERVASION ORDER NO. 01/26 – *Field Between London Road & Tom Tit Lane – Woodham Walter/Woodham Mortimer* **CONFIRMED BY LPA ON 15/09/2026**

26/00604/WTPO TREE PRESERVASION ORDER – LAND OPPOSITE MILL COTTAGE BURNHAM ROAD HAZELEIGH - *Proposal - (W1 on TPO 03/13) T1 Willow, T2 Hawthorn - in solid contact with equipment and the mast, risking structural damage. Our certified team will attend site and cut both back to fence line to a height of 5 metres to ensure a 1 metre clearance away from the mast and equipment.* **LPA Deadline 27/10/2026.** - Councillors considered the proposed Tree Preservation Order and resolved that they had NO OBJECTION. Members supported the protection of the trees and raised no concerns regarding the proposal.

26/00545/HOUSE – LITTLE ROBINS 53 CONDUIT LANE WOODHAM MORTIMER – *Front extension and conversion of existing garage into a home office and snug.* **LPA Deadline 28/10/2026.** - Members considered that adequate off-street parking provision would remain available following the conversion of the garage. Councillors also noted that properties along Conduit Lane display a variety of architectural styles and modifications and therefore did not consider the proposed alterations would result in harm to the character or appearance of the area. Resolved to recommend GRANTING the application.

26/00608/PACUAR – BARN AT OLD MILL HOUSE VINEYARD HAZELEIGH HALL LANE WOODHAM MORTIMER - *the Prior approval for change of use of agricultural building to one dwellinghouse (Class C3), including building operations reasonably necessary for the conversion.* **LPA Deadline 28/10/2026.** - Councillors considered the application and noted that Prior Approval had previously been granted for the conversion of the building to a dwelling. Members further noted that the current application principally related to amendments to the approved scheme, including internal modifications and minor external alterations and therefore recommend GRANTING the application.

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26/00606/MLA – GOLF DRIVING RANGE BURNHAM ROAD WOODHAM MORTIMER – *Variation of the existing Section 106 Agreement pursuant to outline planning permission reference 22/00482/OUT. The proposed variation seeks to amend the affordable housing obligation by replacing the on-site provision of affordable housing units with an agreed financial contribution to Maldon District Council for the delivery of affordable housing off-site. No other changes to the approved development are proposed.* **LPA Deadline 22/10/2026. -** The Council considers that the provision of affordable housing formed an integral part of the original planning permission and associated Section 106 Agreement. Members remain of the view that affordable housing is required within the parish and are concerned that the proposal would remove all on-site affordable housing provision, including the approved Affordable Rent and First Homes units.

Whilst evidence has been submitted relating to difficulties experienced in securing a Registered Provider for the affordable rented dwellings, Members are not satisfied it is sufficient justification for the complete removal of the affordable housing obligation.

Furthermore, the application does not appear to clearly identify the financial contribution proposed in lieu of the approved affordable housing provision. Consequently, the Council is unable to assess whether the suggested alternative would provide an equivalent affordable housing benefit to that secured under the existing Section 106 Agreement.

The Council therefore recommend REFUSAL to the proposed variation and supports the retention of the approved on-site affordable housing provision.

26/00524/HOUSE – CHEADLE 37 CONDUIT LANE WOODHAM MORTIMER – *Retrospective - Single storey rear extension, open-sided porch extension, two bay windows to the front elevation. Obscure-glazed windows to the side elevation. Roof alterations with ridge height, formation of a hipped roof with the ridge running from front to rear, replacement of the flat roof to the front dormer with a gable roof, and installation of rooflights to the side and rear elevations. Replacement of existing sheds with outbuilding to the rear.* **LPA Deadline 10/11/2026.** - Whilst Members expressed a preference that development proposals should be submitted and approved through the appropriate planning process before works are undertaken, they acknowledged that the retrospective nature of the application was not, in itself, a material planning consideration. Having considered the development as built, Members did not consider the alterations to represent an overdevelopment of the site or an overbuilt form of development. Councillors further considered that the changes would not result in unacceptable harm to the character or appearance of the dwelling or the existing street scene and recommend GRANTING the application.

26/00369/FULL – WOODSIDE COTTAGE SOUTHEND ROAD WOODHAM MORTIMER – *Demolition of existing detached 6 bed dwelling to replace with 2 detached dwellings and associated works.* **LPA Deadline 12/11/2026.** - Members expressed concern that a complete Biodiversity Net Gain assessment had not been provided and noted that the applicant's Preliminary Ecological Appraisal and Roost Assessment identified the existing dwelling as having high suitability for roosting bats, whilst recommending further bat surveys before the impacts of the development could be properly assessed. Members also raised concerns regarding the suitability and safety of the proposed access arrangements.

The Council therefore resolved to recommend REFUSAL on ecological and proposed vehicular access arrangements.

26/00613/HOUSE – WHITEGATES POST OFFICE ROAD WOODHAM MORTIMER – *Erection of a part two storey, part single storey rear extension, construction of a rear dormer window, front porch and canopy, conversion of the attached garage, changes to fenestration and external*

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materials, together with associated soft and hard landscaping. **LPA Deadline 18/11/2026.** - Councillors considered the application and noted that planning permission has previously been granted for similar alterations to the property some of which have not been implemented. Members considered that the proposal would not result in unacceptable harm to the character or appearance of the dwelling or surrounding street scene and that the proposed extensions and alterations appeared to be in keeping with the locality. Councillors considered the proposed garage conversion would still leave the property with ample external parking and unlikely to have any effect or increase to street parking. Consequently, Members recommend GRANTING the application.

141.26 COUNTY AND DISTRICT COUNCILLOR REPORTS

District Cllr Simon Morgan advised Maldon District Council has started a Local Development Plan survey and encourages interested parties to complete the online survey which can be accessed at www.maldon.gov.uk/housingconsultation.

District Cllr Mark Durham advised that a new planning delegation scheme will come into effect on 31 October 2026, with the existing district planning committees replaced by a single committee comprising 13 Councillors. District Councillors will no longer be able to 'call in' planning applications. A greater proportion of applications will therefore be determined by planning officers under delegated powers, with certain applications referred to the committee

142.26 PROPOSED BOUNDARY CHANGES

The Clerk reported correspondence received from Maldon District Council acknowledging that Woodham Mortimer and Hazeleigh Parish Council had not been specifically informed of the Community Governance Review concerning the proposed transfer of properties at Wycke Place from Woodham Mortimer and Hazeleigh Parish to Maldon Town. Members expressed concern that the review had progressed without the affected Parish Council or respective District Councillors being made aware of the consultation process and queried whether the affected households had been directly consulted. Councillors considered this to be a significant procedural failing and concluded that the consultation process had not been sufficiently fair or democratic.

Members also noted that additional questions submitted by the Chairman on 5 October 2026 remained unanswered, this did not enable the Council to fully understand the circumstances surrounding the review and the justification for the proposed boundary amendment.

Following discussion, it was resolved that the Council request Maldon District Council should not proceed with the boundary changes at this time and that a further Community Governance Review be undertaken specifically in respect of the affected properties. The potential of a significant increase in council tax charges on households affected will afford residents, the Parish Council and District Cllrs a proper opportunity to participate in the process before any decision is reached.

143.26 FINANCIAL MATTERS

2nd Quarter financial report – The second quarter financial review, covering July to the end of September, was reported to Cllrs along with the scrutiny of all bank account statements; no matters of concern were raised.

Balance of Accounts

Unity Trust Instant Access Savings Account	£8,211.06
Unity Trust T1 Current Account	£261.87
Unity Trust Community Benefit Account	£4,279.01
Unity Trust Community Benefit 95-Day Account	£81,212.54
Total funds on deposit	£93,964.48

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Lloyds Debit Card	ZERO

Authorisation of payments

Village Hall Hire 30/04/2025-30/09/2026	£209.00
Zurich Insurance – Annual PC business insurance	£339.02
A & J Lighting annual street lighting contract	£180.00
Transfer from savings to current account	£1,500.00

PARISH COUNCIL INSURANCE - Members are content with the current business insurance provider and were satisfied with how the graffiti vandalism claim was handled and resolved to continue with Zurich Municipal.

VILLAGE HALL PAYMENTS AND FUTURE CHARGES - Members noted the increase in village hall hire charges and updated terms and conditions. AR suggested quarterly payments would be less administrative rather than the monthly invoicing proposed and would request this from village hall administrators. Cllrs approved the updated charges and T&C's along with proposed quarterly pre-paid attendances.

COUNCILWISE SUBCRIPTION - AR informed Members of CouncilWise, a local council support organisation offering training and advice services. Members noted that training had previously been organised through EALC who continue to offer training and discussed whether subscription to CouncilWise would provide additional benefits. It was resolved to defer a decision on subscription, at a cost of £75 per annum, until all Members were present.

Q2 financial review and authorisation of above-mentioned payments were approved as proposed by KM and seconded by SP.

Transactions since the previous meeting

MS365 monthly subscription fee	-£37.08
Lloyds Debit card fee	-£3.00
Bank service charge	-£7.00
PKF Littlejohn LLP external audit	-£378.00
Ice Connect (Lodge Information Services) domain renewal	-£78.00
Clerk quarterly salary	-£863.30
HMR&C PAYE	-£215.80
Clerk work from home allowances	-£78.00
Information Commissioners Office data protection fee	-£47.00

144.26 COMMUNITY BENEFIT FUND POLICY AND APPLICATION PROCESS REVIEW

Resolved to defer discussion of the adopted policy and application until the next meeting.

145.26 PROVISION OF DOG WASTE BINS

Following a request by local dog walkers Cllrs resolved to make further enquiries regarding the precise location and cost of installing a dog waste bin near the footpath between Post Office Road and Rectory Lane.

146.26 GRANTS (APPLICATIONS BY THE PARISH COUNCIL)

Maldon District Council Heritage Fund – Nothing to report

Essex County Councillor Locality Fund – Correspondence with County Cllr Justin Jay acknowledged the request for a defibrillator was acceptable in principle. A list of associated questions is required to be answered before the request can be assessed and approved. The Council will contact the Village Hall Committee for help completing the questionnaire. One of the questions sought whether the Parish Council is seeking the full project cost or whether any matching funds will be contributed. Cllrs agreed a contribution could be made available from

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its Community Benefit Fund Account but would require the sum to be advised prior to a final agreement.

Maldon District Council Legacy/Where Quality of Life Matters Fund – No relevant projects were identified by the Parish Council.

147.26 VILLAGE HALL FUNDING – SB has accepted an invitation to the next Village Hall Committee meeting and will update Members at the November PC meeting.

148.26 VILLAGE HALL NOTICE BOARDS – Cllrs approved the communication letter to be delivered to local residents close to the noticeboard at Hazeleigh informing them of the intention to remove the deteriorating old board.

149.26 HIGHWAY MATTERS

Member Led Priority Scheme - *A414 Road Markings*. Awaiting update from County Cllr.

Local Highways Panel Schemes. The following projects remain on the list of schemes though they are not expected to be delivered due to the forthcoming closure of all LHP Schemes.

- **Footway Defect A414** – *Foliage/soil restricting width of footway/pavement between Bryants Lane and Runsell Green Danbury (LHP Scheme No. 36)*.
- **A414 30mph Speed limit –** *between Oak Corner and Post Office Road*.
- **A414 40mph Speed limit –** *between Post Office Road and Limebrook Farm*.
- **Conduit Lane** – *Mobility vehicle/wheelchair access to bus stop*

TRUCAM – The Community Protection Team returned to the site on the A414 near Oak Corner and are waiting to hear if approval can be given. The PC have been advised the site near the Royal Oak pub in Fambridge Road is "ready to go". Members are unsure if this means Trucam operations will soon commence of whether the Parish Council needs to confirm the commencement. AR to contact the CPT.

150.26 INFORMATION ONLY

Cllrs have been invited to the Chelmsford Association of Local Councils informal gathering at on 21/10/202 at the Memorial Hall Little Baddow. Should any wish to attend advise SB prior to the meeting date.

Following District Cllr Morgan's advice that work has commenced on MDC's Local Development Plan 2040 SB asked for the item to be added to next month's agenda.

Date of next scheduled Ordinary Parish Council meeting is 10/11/2026 at 7:30pm

..... (Chairman to the Council) 10/11/2026

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