

Woodham Mortimer and Hazeleigh Parish Council

ANNUAL PARISH COUNCIL MEETING

MINUTES – TUESDAY 12 MAY 2026

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

In attendance: Parish Cllrs: Simon Brady (SB), Kim McDonald (KM), Pauline McDonald (PM), Stephen Pemberton (SP), Graham Harle (GH), Peter Harland (PH). Andrew Ritchings Clerk to the Council recording proceedings. 2 members of public were in attendance.

56.26 ELECTION OF CHAIR

Cllr Simon Brady was the sole nominee for the role of Chairman as proposed by PM and seconded by PH. SB accepted the position of Chairman for year 2026/27 and duly signed the form of acceptance.

57.26 ELECTION OF VICE-CHAIR

Cllr **Pauline McDonald** was the sole nominee for the role of Vice-Chair as proposed by PH and seconded by GH. PM accepted the position of Vice-Chair for year 2026/27.

58.26 APOLOGIES OF ABSENCE

None received

59.26 DECLARATIONS OF INTERESTS

Stephen Pemberton declared a disclosable pecuniary interest to planning item Brookhead Farm, being the owner of the property.

60.26 PUBLIC FORUM

Two parishioners attended the meeting raising concerns over traffic speeding especially along a section of Fambridge Road between Limebrook Way to the location where the national limit applies. A request to employ the services of the Community Safety Team was received which Cllrs support and will make further enquiries.

61.26 PREVIOUS MINUTES

Minutes of Ordinary Parish Council Meeting 14 April 2026 were approved as a true record of events as proposed by SP and seconded by KM.

62.26 PARISH COUNCILLOR VACANCY

No applications have been received.

63.26 APPOINTMENT OF VILLAGE HALL REPRESENTATIVE

Cllr **Kim McDonald** was appointed as the Village Hall representative as proposed by GH seconded by SP and agreed by all Cllrs.

64.26 APPOINTMENT OF FALKLANDS TRUST REPRESENTATIVE

Cllr **Stephen Pemberton** was appointed as the Falkland Trust representative as proposed by PH seconded by PM and agreed by all Cllrs.

65.26 REVIEW AND ADOPTION OF STANDING ORDERS

There had been no advisory changes to the current Standing Orders which were re-adopted without amendment as agreed by all Cllrs.

66.26 REVIEW AND ADOPTION OF FINANCIAL REGULATIONS

There had been no advisory changes to the current Financial Regulations which were re-adopted without amendment as agreed by all Cllrs.

67.26 REVIEW AND ADOPTION OF COUNCILS RISK ASSESSMENT

No changes were proposed to the Councils current Risk Assessment which was re-adopted without amendment as agreed by all Cllrs.

68.26 REVIEW OF COUNCILS ASSET REGISTER

No new or disposed items have been made affecting the previously approved Register dated 06/06/2025, and the Councils Asset Register was re-adopted without amendment as agreed by all Cllrs.

69.26 REVIEW OF COUNCILS RESERVES POLICY

No changes were proposed to the Councils current Reserves Policy which was re-adopted without amendment as agreed by all Cllrs.

70.26 TO CONSIDER AND ADOPT A PRIVACY NOTICE

Cllrs reviewed, accepted and approved the Privacy Notice which is now available on the Councils website.

71.26 TO CONSIDER AND ADOPT AN ACCESSIBILITY STATEMENT

Cllrs reviewed, accepted and approved the Accessibility Statement which is now available on the Councils website.

72.26 PLANNING

24/00262/VARM – HALL FARM LAND HAZELEIGH HALL LANE HAZELEIGH – *Variation of condition 27 (Landscape and Ecological Management Plan (LEMP)) on approved planning application 22/00261/FUL (The construction and operation of a solar photovoltaic farm and associated infrastructure, including inverters, security cameras, fencing, access tracks and landscaping.) Variation seeks: - Inclusion of a Habitat Management and Monitoring Plan as an approved document. LPA Deadline 03/07/2024 TO BE DETERMINED BY THE LPA*

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*

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*

25/00728/FUL - CAFE AND OFFICES AT CLAREMONT GARDEN CENTRE BRYANTS LANE WOODHAM MORTIMER - *Proposed new exit only access from Claremont Garden Centre and Tin Roof Cafe onto Chelmsford Road Location. APPROVED*

25/01022/FULM - LAND EAST OF BRIDGE WICK LANE DENGIE - *The construction, operation (including maintenance) and decommissioning of an onshore wind electricity generating facility and associated infrastructure, comprising up to 15 Wind Turbine Generators (WTGs), onsite substation, access tracks, underground cabling, temporary construction compounds, temporary concrete batching plant, and landscape and ecological mitigation and enhancement. LPA Deadline 17/02/2026.* There do not appear to be any material changes to the amended application other than plan number references to two updated drawings relating to turbine elevation and foundation details. Therefore, Cllrs have no further comments to make.

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. **TO BE DETERMINED BY THE LPA**

25/00492/PACUAR - LAND NORTH EAST OF WOODHAM MORTIMER LODGE LODGE ROAD WOODHAM MORTIMER - Prior approval application for change of use of an agricultural building to one dwellinghouse (Use Class C3). Appeal Ref: 6002783 **APPEAL ALLOWED**

25/00997/FUL LAND ADJACENT TO OAK CORNER COTTAGE SOUTHEND ROAD WOODHAM MORTIMER - Erection of a new self-build dwelling and associated works Location. LPA Deadline 18/03/2026. **TO BE DETERMINED BY THE LPA**

26/00134/PADOT - AGRICULTURAL BUILDING AT LITTLE GRANGE FARM MARLPITS ROAD WOODHAM MORTIMER - Prior approval for a proposed change of use of an agricultural building to a flexible use within General Industrial (Class B2). LPA Deadline 03/04/2026. **PRIOR APPROVAL GRANTED**

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

25/00578/OUTM – LAND WEST OF THE CEMETERY LONDON ROAD MALDON - Outline application with all matters reserved, except for access, for the erection of up to 275 residential units including affordable housing, land for a children's nursery (Class E), 1.8ha of land for an extension to Maldon Cemetery, drainage works, landscaping, vehicular access to the A414, pedestrian/cycle access to Spital Avenue and London Road, and associated infrastructure. works. LPA Deadline 25/09/2025 Appeal Ref: 6004910 **REFUSED (APPEAL IN PROGRESS)**

26/00191/PACUAR LAND NORTH EAST OF WOODHAM MORTIMER LODGE LODGE ROAD WOODHAM MORTIMER - Prior approval application for change of use of an agricultural Barn and Building Operations to one dwellinghouse (Use Class C3). LPA Deadline 13/05/20256 **TO BE DETERMINED BY THE LPA**

26/00121/HOUSE – MERRY TREES BURNHAM ROAD WOODHAM MORTIMER – Single storey side infill extension between dwelling and garage. LPA Deadline 15/05/2026 **TO BE DETERMINED BY THE LPA**

26/00217/HOUSE & 26/00218/LBC - BROOKHEAD FARM MALDON ROAD WOODHAM MORTIMER Single storey front oak framed porch extension to the northern elevation, with pitched roof canopy. Cllrs considered the small porch preserves the character and significance of the listed building, furthermore it is understood the details of the porch were advised by the Maldon District Council conservation expert and Cllrs recommend GRANTING both applications.

73.26 ROYAL OAK QUARRY - Review of public access restoration plans. No further information has been obtained suggesting an area of public access land will be made available following restoration of the site. Cllrs to contact respective landowners seeking additional information.

74.26 COUNTY AND DISTRICT COUNCILLOR REPORTS

There were no County or District Cllrs in attendance. It was noted recent County Council elections has meant the election of County Cllr Justin Jayawardana (AKA Jay). Cllrs thanked outgoing County Cllr Jane Fleming for her commitment and fortitude and for her valuable regular attendances at Parish Council meetings.

75.26 FINANCIAL MATTERS

ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN YEAR ENDING MARCH 2026

75.26.1 – Internal auditor report: Heelis and Lodge were appointed as Woodham Mortimer and Hazeleigh PC Internal Auditor at its meeting on 09 December 2025 (Minute item 153.25). The Company are completely independent of this Council, and no representatives of the Company are known to members of the Council. The fees quoted to conduct the Internal Audit were acceptable to Cllrs and it was noted that the Auditors produced a professional report for the 2025-26 accounts.

The Internal Audit report was considered a fair assessment of the Council's activities and responsibilities during the year audited and 2 of the 3 policies noted as unavailable by the internal auditor have now been approved by Cllrs and are available on the Council's web site, the final policy drafting is currently in progress.

Accounting Statements: The accounting statements for finance year 01/04/2025 to 31/03/2026 were reviewed and no matters or concerns were raised by Cllrs.

75.26.2 – Approval of Annual Governance Statement. Cllrs acknowledged a sound system of internal control including preparation of Accounting Statements had been maintained throughout the financial year and all items of Form 3 Section 1 of the Annual Governance and Accountability Return had been met.

75.26.3 – Approval of Accounting Statements. As per Section 2 of Form 3 of the Annual Governance and Accountability Return, Cllrs approved the Accounting Statements.

Balance of Accounts

Unity Trust Instant Access Savings Account	£12,121.69
Unity Trust T1 Current Account	£110.12
Unity Trust Community Benefit Account	£5,283.52
Unity Trust Community Benefit 95-Day Account	£80,044.49
Total funds on deposit	£97,559.82
Lloyds Debit Card	ZERO

Authorisation of payments

Internal Audit fee	£245.00
Transfer of funds	£1,500.00

Transactions since the previous meeting

MS365 monthly subscription fee	-£35.57
Choice Stationery printer ink	-£18.98
MS365 monthly subscription fee	-£35.57
Lloyds Debit card fee	-£3.00
Bank service charge	-£7.00
MDC Precept receipt	+£7,996.00

76.26 VILLAGE HALL FUNDING – request for Parish Council grant to assist with works projects. Cllrs will consider Village Hall repair items requested for funding at the next meeting.

77.26 HIGHWAY MATTERS

Footpath 11 Hazeleigh (Dragons Path) – gate restriction and return to previous character.

Recent foliage clearance activity along the route of Footpath 11 has again raised concern from local parishioners that vehicles are unlawfully accessing the footpath. The Parish Council acknowledges residents' concerns regarding the appearance and use of the route; however, questions relating to ownership and alleged private vehicular rights remain disputed matters

outside the Council’s jurisdiction. Concerns regarding obstruction, highway condition or public access should be directed to the Highway Authority or other appropriate authorities.

Member Led Priority Scheme - A414 Road Markings. Given the recent County Cllr changes it is not fully understood how the member led priority will proceed though it is assumed the application for improved road markings made by County Cllr Jane Fleming will be honoured by the Highway Authority.

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 – Further to discussions in the the open public meeting (see above item 60.26), Cllrs agreed the employment of TruCam devices to help identify and potential prosecute excess speeding drives would be a beneficial safety provision for the community. AR to make further enquiries with the Community Safety Team at Maldon District Council.

78.26 MAINTENANCE OF BUS SHELTER BRICKWORK – Work to apply anti-graffiti paint to the bus shelters at Oak Corner and opposite Post Office Road are scheduled for Friday 22 and Saturday 23 May 2026.

79.26 INFORMATION ONLY

Date of next scheduled Ordinary Parish Council meeting is 09/06/2026 at 7:30pm

..... (Chairman to the Council) 09/06/2026