

## LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on April 3rd, 2025. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine – Chair  
Cllr S Scott  
Cllr Stephanie Scott

Cllr V Rose  
Cllr C Galea  
Cllr A Roche

Mr I Wardle – Clerk

Members of the Public – 1

### **52/25 Apologies for Absence**

Apologies received from Cllr B Teal, Cllr K Sheldrake and Cllr D Ginn

### **53/25 Declarations of Interest**

None declared.

### **54/25 To Approve the Minutes of the 13<sup>th</sup> March 2025 Meeting**

Council approved the minutes from the meeting held on the 13<sup>th</sup> March 2025 and they were signed by the Chairman.

### **55/25 Matters from Prior Meetings**

| <b>Minute No/Date/Councillor</b>                       | <b>Subject</b>                                                                                      | <b>Status</b>                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10/22 – Memorial Hall Improvements<br>Cllr Steve Scott | Survey & report on Heating and Insulation; Solar Panels. Review of Curtains.                        | March – Solar installation completed. Curtains colour decision awaited.<br><b>April – New curtains ordered and to be fitted in May</b>                                                                                                                                                                                                                                                                                                    |
| 11/23 – Hammonds Farm Development<br>Cllr Irvine       | Maintain communication with Chelmsford City Council over next steps in the review of the Local Plan | March – Commissioned Barrister to review Consultation submission and to be hand delivered on 17 <sup>th</sup> March. Over 2,900 public objections to date. Further funding required to retain Barrister and expert witnesses for Planning Inspector meeting later in the year.<br><b>April – Council submission delivered. Next step is preparation for the Planning Inspector Meeting and fund raising to cover expert witness fees.</b> |
| 21/24 – Conservation Area<br>Cllrs Teal & Steph Scott  | Establish Working Group to prepare proposal                                                         | Feb/Mar – Cllr Teal advised letter from CCC that the main conservation area proposal will be reviewed by the CCC Policy Board on 13/3/25. The areas of Great Graces and St Mary's Church will not be included, Council to appeal their non-inclusion.<br><b>April – CCC Policy Board approved inclusion of North Hill area as a conservation zone and will arrange a public consultation as the next stage.</b>                           |

### **56/25 Public Question Time**

No public questions.

## 57/25 Development in the Village

The following planning applications were considered by Council:

| Application Number | Location and nature of the Proposed Development to which the application relates | Result       |
|--------------------|----------------------------------------------------------------------------------|--------------|
| 24/01702/FUL       | Land North West of Oakview, The Ridge<br>New Dwelling & Access                   | No Objection |

## 58/25 Payment of Accounts

Council approved the payment of accounts for March as proposed.

| Transfer   | Payee                        | Description         | Subject                 | Cost                               | VAT             | Total               |
|------------|------------------------------|---------------------|-------------------------|------------------------------------|-----------------|---------------------|
| **DD       | Barclays                     | General             | Charges                 | £ 11.72                            | £ -             | £ 11.72             |
| **DD       | Talk Talk                    | Memorial Hall       | Hall Telephone/wifi     | £ 33.65                            | £ 6.73          | £ 40.38             |
| **DD       | Talk Talk                    | History Centre      | Telephone/wifi          | £ 23.78                            | £ 4.76          | £ 28.54             |
| **DD       | British Gas                  | Memorial Hall       | Hall Electric           | £ 138.10                           | £ 6.90          | £ 145.00            |
| **DD       | British Gas                  | Memorial Hall       | Hall Gas                | £ 363.11                           | £ 72.62         | £ 435.73            |
| **DD       | EE Mobile                    | General             | Clerk Mobile            | £ 8.63                             | £ 1.73          | £ 10.36             |
| **Transfer | DEM Sports                   | Sports Ground       | New Cricket Nets/Mats   | £ 2,083.50                         | £ 416.70        | £ 2,500.20          |
|            |                              |                     | <b>Sub Total</b>        | <b>£ 2,662.49</b>                  | <b>£ 509.44</b> | <b>£ 3,171.93</b>   |
|            |                              |                     |                         |                                    |                 |                     |
| Transfer   | M. Jarvis                    | Spring Close        | Supervision             | £ 40.00                            | £ -             | £ 40.00             |
| Transfer   | I Wardle                     | General             | Salary                  | £ 613.28                           | £ -             | £ 613.28            |
| Transfer   | I Wardle - Amazon            | Memorial Hall       | Hall Paper Supplies     | £ 108.73                           | £ -             | £ 108.73            |
| Transfer   | I Wardle - Chelmsford CC     | General             | Land Registry Fee       | £ 25.00                            | £ -             | £ 25.00             |
| Transfer   | I Wardle - Printerland       | General             | Printer Ink             | £ 66.82                            | £ 13.36         | £ 80.18             |
| Transfer   | E. Cole                      | Memorial Hall       | Hall Cleaning           | £ 435.00                           | £ -             | £ 435.00            |
| Transfer   | Neil Holmes                  | Memorial Hall       | Manager Duties          | £ 626.25                           | £ -             | £ 626.25            |
| Transfer   | Neil Holmes                  | General             | Handyman Tasks          | £ 1,001.02                         | £ -             | £ 1,001.02          |
| Transfer   | RitchComm                    | Sports Pavilion     | Cleaning                | £ 240.75                           | £ -             | £ 240.75            |
| Transfer   | Skippers Ground Maintenance  | General             | Grass Cutting           | £ 298.00                           | £ 59.60         | £ 357.60            |
| Transfer   | C Ogden                      | History Centre      | Assistant Duties        | £ 232.50                           | £ -             | £ 232.50            |
| Transfer   | Weave-a-Web                  | General             | Website Maintenance     | £ 160.00                           | £ 32.00         | £ 192.00            |
| Transfer   | Weave-a-Web                  | General             | Website Hosting         | £ 165.00                           | £ 33.00         | £ 198.00            |
| Transfer   | RCCE                         | General             | Hall Membership Fee     | £ 67.00                            | £ 13.40         | £ 80.40             |
| Transfer   | RCCE                         | General             | General Membership Fee  | £ 70.00                            | £ 14.00         | £ 84.00             |
| Transfer   | HMRC                         | General             | NI & Tax                | £ 2,033.79                         | £ -             | £ 2,033.79          |
| Transfer   | C. Galbally                  | General             | Carers Club Yoga        | £ 50.00                            | £ -             | £ 50.00             |
| Transfer   | C. Frost                     | History Centre      | Telephone               | £ 34.99                            | £ -             | £ 34.99             |
| Transfer   | Simmons Printers             | General             | Newsletter Printing     | £ 393.00                           | £ -             | £ 393.00            |
| Transfer   | Fisk Group                   | Memorial Hall       | Fire Safety Inspection  | £ 222.50                           | £ 44.50         | £ 267.00            |
|            |                              |                     | <b>Sub Total</b>        | <b>£ 6,883.63</b>                  | <b>£ 209.86</b> | <b>£ 7,093.49</b>   |
|            |                              |                     |                         |                                    |                 |                     |
|            |                              |                     | <b>TOTAL - Payments</b> | <b>£ 9,546.12</b>                  | <b>£ 719.30</b> | <b>£ 10,265.42</b>  |
|            |                              |                     |                         |                                    |                 |                     |
|            | <b>ACCOUNTS STATUS</b>       | <b>31/03/2025</b>   | <b>+/- vs prior</b>     | <b>RESERVES</b>                    |                 |                     |
|            | Current Account (B)          | £ 37,218.83         | -£ 18,123.44            | Hall                               |                 | £ 28,000.00         |
|            | Reserve No 1 (B1)            | £ 51,847.47         | £ 182.74                | Pavilion                           |                 | £ 16,000.00         |
|            | Holybred Wood (B2)           | £ 7,977.39          | £ 28.12                 | WGPA                               |                 | £ 21,000.00         |
|            | War Memorial (B3)            | £ 2,160.71          | £ 7.62                  | EALC Reserve                       |                 | £ 26,000.00         |
|            | <b>Total Barclays a/cs</b>   | <b>£ 99,204.40</b>  |                         | CIL Fund                           |                 | £ -                 |
|            |                              |                     |                         | Holybred Wood                      |                 | £ 7,977.39          |
|            | Current Account              | £ 12,565.03         | £ -                     | War Memorial                       |                 | £ 2,160.71          |
|            | Savings Account              | £ 50,299.77         | £ 36.29                 | Charity Fund                       |                 | £ 30.00             |
|            | <b>Total Metro Bank a/cs</b> | <b>£ 62,864.80</b>  |                         | History Centre                     |                 | £ 10,318.35         |
|            |                              |                     |                         | Fir Tree Woods                     |                 | £ 8,662.47          |
|            |                              |                     |                         | Hammonds Farm Appeal               |                 | £ 13,989.55         |
|            |                              |                     |                         | LB Carers Club                     |                 | £ 633.73            |
|            |                              |                     |                         | <b>Total - Reserves + Payments</b> |                 | <b>£ 145,037.62</b> |
|            |                              |                     |                         | <b>Unpresented Cheques</b>         |                 | <b>£ -</b>          |
|            | <b>Total All a/cs</b>        | <b>£ 162,069.20</b> |                         | <b>Funds Available</b>             |                 | <b>£ 20,203.51</b>  |
|            |                              |                     |                         |                                    |                 |                     |
| **         | Outside Council Meeting      |                     |                         | <b>Total (exc ** payments)</b>     |                 | <b>£ 162,069.20</b> |

#### **59/25 Little Baddow Sports Club – Financial Update**

Council discussed the Little Baddow Sports Club financial position and were concerned to learn that members of the Sports Club were being asked to pay subscriptions for the year 2025/26 early in order for the Club to pay the current year bills.

Council agreed for the Chairman and the Clerk to meet with the Sports Club Committee to discuss ongoing financing of the Club once the final accounts have been produced for the year 2024/25.

#### **60/25 Annual Parish Assembly – Agenda & Guest Speaker**

The Council discussed and agreed the agenda for the Parish Assembly to be held on the evening of Wednesday 14<sup>th</sup> May at the Memorial Hall. A number of suggestions for a guest speaker were discussed and they will be approached for their availability.

As usual there will be an exhibition by Clubs, Societies and Organisations to inform residents of all the activities that take place in the village. All residents are encouraged to attend the Assembly to hear about the work of the Council and plans for the coming year.

#### **61/25 Copyhold Allotments Charity – Change of Name**

Council discussed a request from the Charity to consider their proposed change of name to 'Little Baddow Support Trust'. Council agreed that the new name would better reflect the aims of the Charity and support the proposal of the name change to the Charity Commissioners.

#### **62/25 Wine Glasses Gift – Approve Charity Donation**

Councillor Rose advised that a resident had made an offer of wine glasses for use at the Memorial Hall. Council agreed to accept forty-eight glasses and to make a donation of £20 to the chosen Charity as requested by the donor.

#### **63/25 Website/Facebook – Media Updates**

Councillor Rose proposed adding to the website a video tour of the Memorial Hall to better showcase its features and to set up a Hall Facebook page to extend media coverage. Council agreed to the proposals and to include QR codes on posters to facilitate easier booking by hirers.

#### **64/25 Safety Nets at the Sports Field**

Council was advised that a resident in Parsonage Lane had raised a concern about cricket balls landing in their garden. Council agreed to complete a full risk assessment of the cricket ground and identify cost effective solutions to stop any stray balls.

Mr Churchouse, representing the Cricket Club, advised Council that he could retain a consultant through Essex Cricket Club on Councils behalf and Council agreed for him to make arrangements for a report to be completed.

#### **65/25 Annual Litter Pick**

Council agreed that the village litter pick would take place on Saturday June 14<sup>th</sup> 2025. Residents are encouraged to participate and we will be meeting in the car park of the Memorial Hall at 10.30am, where equipment will be available.

#### **66/25 Waste & Fly Tipping in the Village**

Cllr Steve Scott advised Council that he has a meeting with the Head of the Waste Dept at Chelmsford City Council to gain an understanding of what actions could be taken to reduce the incidence of fly tipping in the village.

#### **67/25 Planting in the Village**

Council agreed to further planting in the village ahead of the Parish Assembly in May.

### **68/25 Carers Club Update**

Cllr Stephanie Scott provided an update on the work of the Carers Club and was pleased to report that the second year of grant funding had been approved by Adult Social Care at Essex County Council. In addition, the Club received approval to retain the small underspend from the current year grant to extend the funding of the Club into a third year.

The Club is enjoying good local support and they are looking to develop further ideas to appeal to more residents that have a caring role. Representatives of the Club will be attending the Chelmsford City Council sponsored 'Vol Fest' on 5<sup>th</sup> June where over fifty local organisations will be coming together to showcase their efforts and promote their services.

### **69/25 Handyman Schedule**

There were no tasks added to the list for the Handyman to complete.

### **70/25 Future Meeting Agenda Items**

The following topics were raised for inclusion at the next meeting:

- Councillor Roles & Responsibilities
- Banner Frames at the Hall

### **71/25 Date of Next Meeting**

The next Parish Council Meeting will take place on **Thursday 8<sup>th</sup> May 2025** commencing at 7:30pm

The meeting closed at 9.25pm.

**Chairman  
May 8th, 2025**