

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on February 5th, 2026. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine – Chair
Cllr B Teal
Cllr D Ginn
Cllr K Sheldrake

Cllr V Rose
Cllr Stephanie Scott
Cllr C Galea

Mr I Wardle – Clerk

Members of the Public – 3

16/26 Apologies for Absence

Apologies received from Cllr A Roche and Cllr S Scott

17/26 Declarations of Interest

No interests declared.

18/26 To Approve the Minutes of the 8th January 2026 Meeting

Council approved the minutes from the meeting held on the 8th January 2026 and they were signed by the Chairman.

19/26 Matters from Prior Meetings

Minute No/Date/Councillor	Subject	Status
11/23 – Hammonds Farm Development Cllr Irvine	Maintain communication with Chelmsford City Council over next steps in the review of the Local Plan	January – The 4CWG met and agreed on the need to raise further funds to cover the costs of the Barrister and expert consultants attending the Public Inspector meeting later this year. February – Awaiting dates for Public Inspector Meeting.

20/26 Public Question Time

The Chair of the Little Baddow Ridge Runners addressed Council on their request to clarify terms for the hiring of the Sports Pavilion into the future to ease any club member issues with their membership costs.

21/26 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
26/00026/FUL	Famille House, Wayside	No Objection
	One & Two Storey Rear Extension & Porch	
26/00022/FUL	The Old Stables, Rysley	No Objection
	Single Storey Side and Rear Extension	
26/00040/FUL	Styal, The Ridge	No Objection
	Demolish and Build New Garage	

22/26 Payment of Accounts

Council approved the payment of accounts for January as proposed.

Transfer	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 10.53	£ -	£ 10.53
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 34.17	£ 6.83	£ 41.00
**DD	Talk Talk	History Centre	Telephone/wifi	£ 23.95	£ 4.79	£ 28.74
**DD	British Gas	Memorial Hall	Hall Electric	£ 170.10	£ 8.50	£ 178.60
**DD	British Gas	Memorial Hall	Gas	£ 292.36	£ 14.61	£ 306.97
**DD	British Gas	Sports Pavilion	Gas	£ 20.87	£ 1.04	£ 21.91
**DD	British Gas	Sports Pavilion	Electric	£ 38.92	£ 1.94	£ 40.86
**DD	EE Mobile	General	Clerk Mobile	£ 9.18	£ 1.84	£ 11.02
**Transfer	Regium Consulting Ltd	History Centre	Card Reader & Service	£ 800.00	£ 160.00	£ 960.00
			Sub Total	£ 1,400.08	£ 199.55	£ 1,599.63
Transfer	I Wardle	General	Salary	£ 632.80	£ -	£ 632.80
Transfer	E. Cole	Memorial Hall	Hall Cleaning	£ 403.00	£ -	£ 403.00
Transfer	Neil Holmes	Memorial Hall	Manager Duties	£ 795.00	£ -	£ 795.00
Transfer	Neil Holmes	General	Handyman Tasks	£ 229.73	£ -	£ 229.73
Transfer	RitchComm	Sports Pavilion	Cleaning	£ 240.75	£ -	£ 240.75
Transfer	Skippers Ground Maintenance	General	Grass Cutting	£ 325.00	£ 65.00	£ 390.00
Transfer	Weave-a-Web	General	Website Maintenance	£ 160.00	£ 32.00	£ 192.00
Transfer	C. Ogden	History Centre	Admin Assistant - Nov	£ 480.00	£ -	£ 480.00
Transfer	G. Jarvis	WHPA	Supervision - November	£ 60.00	£ -	£ 60.00
Transfer	Fisk Group	Memorial Hall	Emergency Lights Test	£ 157.50	£ 31.50	£ 189.00
Transfer	Fisk Group	Memorial Hall	Fire Extinguisher Service	£ 65.00	£ 13.00	£ 78.00
Transfer	C. Galbally	Carers Club	Yoga Class Fee	£ 50.00	£ -	£ 50.00
Transfer	Chelmsford Plumbing & Heating	Sports Pavilion	Water leak Inspection	£ 104.17	£ 20.83	£ 125.00
Transfer	Chelmsford Plumbing & Heating	Sports Pavilion	Water leak Repairs	£ 1,162.15	£ 232.43	£ 1,394.58
Transfer	EALC	General	Councillor Training	£ 17.00	£ 3.40	£ 20.40
Transfer	PPL PRS Ltd	Memorial Hall	Music Licence	£ 610.04	£ 122.01	£ 732.05
Transfer	Chelmsford City Council	Memorial Hall	Premises licence Admin	£ 180.00	£ -	£ 180.00
			Sub Total	£ 5,672.14	£ 520.17	£ 6,192.31
			TOTAL - Payments	£ 7,072.22	£ 719.72	£ 7,791.94
	ACCOUNTS STATUS	31/01/2026	+/- vs prior	RESERVES		
	Current Account (B)	£ 54,663.08	-£ 1,237.48	Hall		£ 28,000.00
	Reserve No 1 (B1)	£ 52,344.65	£ -	Pavilion		£ 16,000.00
	Reserve No 2 (B2)	£ 8,053.89	£ -	WGPA		£ 21,000.00
	Reserve No 3 (B3)	£ 2,181.44	£ -	EALC Reserve		£ 26,000.00
	Total Barclays a/cs	£ 117,243.06		CIL Fund		£ 14,530.96
				Holybred Wood		£ 3,977.39
	Current Account	£ 16,052.15	£ 1,183.47	War Memorial		£ 2,160.71
	Savings Account	£ 50,659.38	£ 36.55	Charity Fund		£ -
	Total Metro Bank a/cs	£ 66,711.53		History Centre		£ 11,346.28
				Fir Tree Woods		£ 8,662.47
				Hammonds Farm Appeal		£ 14,649.67
				LB Carers Club		£ 2,167.86
				Total - Reserves + Payments		£ 156,287.28
	Total All a/cs	£ 183,954.59		Funds Available		£ 29,266.94
**	Outside Council Meeting			Total (exc ** payments)		£ 183,954.59

Council discussed the request from the LB Ridge Runners Club to confirm the terms of their hire of the Sports Pavilion. Council agreed to limit future annual hire charge increases to the prevailing published inflation rate and that the club could pay quarterly instalments in advance. All terms to be confirmed in writing following acceptance by the club.

23/26 CIL Reserve Fund Project Proposals

The Clerk briefed Council on the following proposals:

- **Vehicle Activated Speed Signs** – The Clerk advised that costs for the posts was still outstanding from Essex Highways. Council remains keen to install the speed signs and the Clerk will chase the suppliers.
- **Picnic Tables** – the Council have agreed to the purchase of three new picnic tables but are deferring ordering until the costs of the speed signs could be assessed to ensure sufficient funds.
- **Renew Notice Boards** – Council approved the estimate from the Handyman to repair the notice boards.
- **Boules Pitch** – the clerk advised that further research was required to establish options for a pitch and the costs.

24/26 Parking Signs at Sports Field Car Park

Little Baddow Parish Council discussed the issue of the Camper Vans parking overnight at the Sports Field Car Park and the following actions are being taken:

- 'No Overnight Parking/Camping' signs to be installed - signs have been ordered and should be in place within 7 - 10 days.
- The installing of Height Barriers at the entrance to the car park is seen as the best long-term solution. Council will review costs and look at using the CIL reserve to fund.
- Cllr Irvine to visit the car park each morning for the next few days to take notes of vans parked and if owners are present make requests to leave and not use the car park.

25/26 Hammonds Farm Appeal

The Chairman advised that the 'Four Council Working Group' (4CWG) will be looking at raising funds for the attendance of the Barrister and Expert Witnesses at the forthcoming Planning Inspector public meeting. No date for the meeting has been published though Council will need to raise funds in preparation; there is close to £15,000 in the reserve but additional funds will be needed.

26/26 History Centre Update

Cllr Teal briefed Council on the plans for the Craft Fair to be held at the History Centre on the 4th April 2026 and said that they had received confirmed booking for 12 stall holders. Posters promoting the event will be printed and located around the village. A new card reader has been purchased with grant support from ECC and will facilitate the taking of payments and donations at all times.

27/26 The 99 Bus Service Update

Council was disappointed at the recent amendments reducing the 99-service following the consultation process completed by ECC. LPBC are supporting the application by Woodham Walter PC for a grant to fund additional services including re-instating the morning 'Shopper' service to the timetable. Council encourages residents to use the bus service whenever possible to ensure continuity of services.

28/26 Handyman Schedule

The following tasks were added to the list for the Handyman:

- Refresh Memorial Hall Sign
- Paint kerb in Hall Car Park
- Painting at Sports Pavilion
- Renew Repaired Bench Slats at Sports Field

29/26 Future Meeting Agenda Items

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

- Emergency Plan Review
- Risk Register Update
- LB Table Tennis Club Update
- Sports Field Parking
- Newsletter
- Tree Surgery – Parsonage Lane
- Hall Furniture Audit – Tables and Chairs

30/26 Date of Next Meeting

The next Parish Council Meeting will take place on **Thursday 5th March 2026** commencing at 7:30pm

(Note: Change of future meeting date to the 6th May 2026 due to Election on 7th May)

The meeting closed at 9.05pm.

**Chairman
March 5th, 2026**