

LITTLE BADDOW PARISH COUNCIL

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

Cllr P Irvine – Chair
Cllr Stephanie Scott
Cllr K Sheldrake

Cllr V Rose
Cllr C Galea
Cllr A Roche

Mr I Wardle – Clerk

Members of the Public – 4

31/26 Apologies for Absence

Apologies received from Cllr B Teal, Cllr D Ginn and Cllr S Scott

32/26 Declarations of Interest

No interests declared.

33/26 To Approve the Minutes of the 5th February 2026 Meeting

Council approved the minutes from the meeting held on the 5th February 2026 and they were signed by the Chairman.

34/26 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	February – Awaiting dates for Public Inspector Meeting. March – The Working Group of 4 PCs will meet on the 31 st March 2026 to discuss raising donations for retaining a barrister at the Planning Inspector meeting. It is understood that Chelmsford City Council will review and approve the Local Plan at a meeting in June 2026 and then the Independent Planning Inspector will convene in July/August.

35/26 Public Question Time

A resident made a presentation to the Council on the installation of an 'On-Road Footway' along the Ridge where there is no footpath as a significant safety measure for pedestrians. He advised that he had seen the scheme in operation in Beech, Hampshire and advised that it provided a safer route for pedestrians and slowed traffic on the road. It would require two signs explaining the measure and white lining on the road.

The Chairman welcomed the suggestion and along with Cllr Galea will explore the proposal with Essex Highways. County Councillor John Spence confirmed that he supported the proposal and would champion with ECC once full details were known.

County Councillor Spence gave a short update on some local issues.

- ECC are developing plans to improve the A12 junction 19 layouts and are in discussions with Homes England, the developers and National Highways about how the works can be funded. They are not yet at the formal planning permission stage, but this is not hindering the work.
- He is chasing the re-painting of the yellow lines at Paper Mill Lock.
- He stressed his support for the Council in objecting to the proposed developments at Hammonds Farm to be included in the Chelmsford Local Plan.

36/26 Development in the Village

The following planning applications were considered by Council:

Application Number	Location and nature of the Proposed Development		Result
	to which the application relates		
26/00102/FUL	Claren Cottage, North Hill		No Objection
	Single Storey Side Extension		
25/01783/FUL	New Hall Park Farm, Church Road		No Objection
	Retrospective App for Replacement Stable Block		

37/26 Payment of Accounts

Council approved the payment of accounts for February as proposed.

Transfer	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 13.23	£ -	£ 13.23
**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	£ 125.98	£ 6.29	£ 132.27
**DD	British Gas	Sports Pavilion	Gas	£ 33.96	£ 1.69	£ 35.65
**DD	British Gas	Sports Pavilion	Electric	£ 42.32	£ 2.11	£ 44.43
			Sub Total	£ 273.61	£ 21.71	£ 295.32
Transfer	I Wardle	General	Salary	£ 632.80	£ -	£ 632.80
Transfer	I Wardle - Amazon	Memorial Hall	Paper Hand Towels	£ 56.94	£ -	£ 56.94
Transfer	E. Cole	Memorial Hall	Hall Cleaning	£ 418.50	£ -	£ 418.50
Transfer	Neil Holmes	Memorial Hall	Manager Duties	£ 675.00	£ -	£ 675.00
Transfer	Neil Holmes	General	Handyman Tasks	£ 1,284.08	£ -	£ 1,284.08
Transfer	RitchComm	Sports Pavilion	Cleaning	£ 240.75	£ -	£ 240.75
Transfer	Weave-a-Web	General	Website Maintenance	£ 160.00	£ 32.00	£ 192.00
Transfer	Weave-a-Web	General	Web Hosting Fees	£ 163.50	£ 32.70	£ 196.20
Transfer	C. Ogden	History Centre	Admin Assistant - Nov	£ 480.00	£ -	£ 480.00
Transfer	G. Jarvis	WHPA	Supervision - November	£ 60.00	£ -	£ 60.00
Transfer	B. Teal	General	Warm Hub Expenses - Jan	£ 52.89	£ -	£ 52.89
Transfer	LB Ridge Runners	Sports Pavilion	Refund 4 Sessions	£ 120.00	£ -	£ 120.00
Transfer	Steph Scott	Carers Club	Meeting Expenses	£ 16.00	£ -	£ 16.00
Transfer	K. Bonsor	General	Flood Sign Battery	£ 5.00	£ -	£ 5.00
Transfer	RCCE	General	Membership Fee	£ 71.50	£ 14.30	£ 85.80
Transfer	RCCE	Memorial Hall	Hall Membership Fee	£ 67.00	£ 13.40	£ 80.40
Transfer	MDW Technology	History Centre	New PC	£ 686.00	£ 137.20	£ 823.20
			Sub Total	£ 5,189.96	£ 229.60	£ 5,419.56
			TOTAL - Payments	£ 5,463.57	£ 251.31	£ 5,714.88
	ACCOUNTS STATUS	28/02/2026	+/- vs prior	RESERVES		
	Current Account (B)	£ 51,235.51	-£ 3,427.57	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	£ 113,815.49		CIL Fund		£ 14,530.96
				Holybred Wood		£ 3,977.39
	Current Account	£ 16,049.15	-£ 3.00	War Memorial		£ 2,160.71
	Savings Account	£ 50,692.41	£ 33.03	History Centre		£ 11,240.28
	Total Metro Bank a/cs	£ 66,741.56		Fir Tree Woods		£ 8,662.47
				Hammonds Farm Appeal		£ 14,649.67
				LB Carers Club		£ 2,151.86
				Total - Reserves + Payments		£ 154,088.22
	Total All a/cs	£ 180,557.05		Funds Available		£ 26,764.15
**	Outside Council Meeting			Total (exc ** payments)		£ 180,557.05

38/26 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 had been received from Essex Highways. Council approved the installation of two Speed Signs on The Ridge at a total quoted cost of £7,800. Council would like the signs to be sited along the stretch of The Ridge that does not have a footpath. The Clerk will liaise with Essex Highways in obtaining the necessary licence and confirmation on exact locations.

- **Picnic Tables** – following confirmation of the approved costings for the Speed Signs, Council agreed to proceed with the purchase of three new picnic tables given there would be sufficient funds in the CIL Reserve.
- **Boules Pitch** – Cllr Sheldrake offered to complete further research to establish options for a pitch and the costs.

39/26 Sports Field Car Park – Height Restriction Posts

Following the issue of the Camper Vans parking overnight at the Sports Field Car Park the 'No Overnight Parking/Camping' signs have been installed and to date there have been no reports of vans camping.

Council discussed installing Height Barriers at the entrance to the car park, seen as the best long-term solution. The Clerk Had received a quotation for two sets of barriers, one opening to facilitate the entry of high vehicles, at a cost of £3,200. Council agreed to keep the matter under review and will proceed with the barriers if the camper vans return.

40/26 Re-appointment of Trustee to Little Baddow Almshouses Charity

Council discussed the request from the two Almshouses Charities to re-appoint Dr Patricia McAllister as a trustee. Council unanimously approved the appointment for a further four-year term.

41/26 Annual Newsletter

In the absence of Cllr Ginn, the Chairman advised Council that all articles had been received and that the printing costs had been approved for a 12-page newsletter. The printing should be completed by the end of March and Councillors agreed to deliver the newsletter to all properties in the village.

42/26 Review and Update: Emergency Plan & Risk Register

The Clerk requested Councillors to review the Emergency Plan and the Risk Register and advise updates and additions.

43/26 Hammonds Farm Appeal – LBPC Donation

The Chairman advised that the 'Four Council Working Group' (4CWG) will meet on the 31st March 2026 to discuss raising donations for retaining a barrister at the Planning Inspector meeting and obtaining further expert consultant reports.

It is understood that Chelmsford City Council will review and approve the Local Plan at a meeting in June 2026 and then the Independent Planning Inspector will convene a public meeting in July/August.

44/26 Hall Furniture Audit & Fireproofing Chairs

Item held over to the next meeting due to the absence of Cllr Scott.

45/26 Little Baddow Table Tennis Club Update

Item held over to the next meeting due to the absence of Cllr Scott.

46/26 Tree Surgery – Parsonage Lane

Cllr Sheldrake confirmed that the Parsonage Lane Residents Association will contribute their half share, an amount of £800, for the tree surgery required along Parsonage Lane.

The Association is reviewing the feasibility of installing new CCTV cameras in the Sports Field car park.

47/26 Handyman Schedule

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

- Refresh Memorial Hall Sign – Council approved quote from N. Holmes
- Paint kerb in Hall Car Park – Council approved quote from N. Holmes

48/26 Future Meeting Agenda Items

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

- Pavilion Car Park Fencing
- Hammonds Farm Appeal
- Website Update
- LB Table Tennis Club Update
- Hall Furniture Audit – Tables and Chairs

49/26 Date of Next Meeting

The next Parish Council Meeting will take place on **Thursday 2nd April 2026** commencing at 7:30pm

The meeting closed at 9.05pm.

**Chairman
April 2nd, 2026**