

LITTLE BADDOW PARISH COUNCIL

A Meeting of the Parish Council was held in the Memorial Hall on April 2nd, 2026. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine – Chair
Cllr Stephanie Scott
Cllr K Sheldrake
Cllr B Teal
Cllr S Scott

Cllr V Rose
Cllr C Galea
Cllr A Roche
Cllr D Ginn

Mr I Wardle – Clerk

Members of the Public – 0

50/26 Apologies for Absence

No apologies received.

51/26 Declarations of Interest

No interests declared.

52/26 To Approve the Minutes of the 5th March 2026 Meeting

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

53/26 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. March – The Working Group of 4 PC's 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. April – On agenda
38/26 – CIL Reserve Fund Projects Clerk & Cllr Sheldrake	Allocate funding for capital spend projects in the village	March – Agreed the following: • Vehicle Activated Signs – Expenditure agreed • Three picnic benches – Expenditure agreed • Boules Pitch – Cllr Sheldrake to review April – Awaiting Essex Highways to confirm survey for speed signs. Benches ordered. Cllr Sheldrake obtaining options for Boules pitch

54/26 Public Question Time

No members of the public were in attendance.

55/26 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		
26/00253/FUL	Waterhall, Hurrells Lane		No Objection
	Convert Garage to Habitable Space		
26/00261/FUL	3 Litchborough Park		No Objection
	Loft Conversion, Side & Rear Extensions		

56/26 Payment of Accounts

Council approved the payment of accounts for March as proposed.

Transfer	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 13.51	£ -	£ 13.51
**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	£ 106.08	£ 5.31	£ 111.39
**DD	British Gas	Memorial Hall	Hall Gas February	£ 463.59	£ 92.71	£ 556.30
**DD	British Gas	Memorial Hall	Hall Gas March	£ 220.80	£ 11.04	£ 231.84
**DD	British Gas	Sports Pavilion	Gas February	£ 412.71	£ 20.63	£ 433.34
**DD	British Gas	Sports Pavilion	Gas March	£ 362.77	£ 18.13	£ 380.90
**DD	British Gas	Sports Pavilion	Electric	£ 51.08	£ 2.55	£ 53.63
**DD	EE Mobile	General	Clerk Mobile February	£ 9.18	£ 1.84	£ 11.02
**DD	EE Mobile	General	Clerk Mobile March	£ 8.98	£ 1.80	£ 10.78
			Sub Total	£ 1,706.82	£ 165.63	£ 1,872.45
Transfer	I Wardle	General	Salary	£ 632.80	£ -	£ 632.80
Transfer	I Wardle - ChelmsfordCC	History Centre	Craft Fayre TEN	£ 21.00	£ -	£ 21.00
Transfer	I Wardle - Amazon	General	Printer Paper	£ 17.99	£ -	£ 17.99
Transfer	E. Cole	Memorial Hall	Hall Cleaning	£ 403.00	£ -	£ 403.00
Transfer	Neil Holmes	Memorial Hall	Manager Duties	£ 667.50	£ -	£ 667.50
Transfer	Neil Holmes	General	Handyman Tasks	£ 353.71	£ -	£ 353.71
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	£ 170.00	£ 34.00	£ 204.00
Transfer	C. Ogden	History Centre	Admin Assistant - March	£ 480.00	£ -	£ 480.00
Transfer	G. Jarvis	WHPA	Supervision - November	£ 60.00	£ -	£ 60.00
Transfer	B. Teal	History Centre	Craft Fayre Expenses	£ 39.99	£ -	£ 39.99
Transfer	Simmons Printers	General	Annual Newsletter	£ 512.00	£ -	£ 512.00
Transfer	Steph Scott	Carers Club	Meeting Expenses	£ 8.45	£ -	£ 8.45
Transfer	HMRC	General	Nat Ins & Tax	£ 2,280.24	£ -	£ 2,280.24
Transfer	C. Galbally	Carers Club	Yoga Class	£ 50.00	£ -	£ 50.00
Transfer	K. Hollingsworth	General	Newsletter Design	£ 32.98	£ -	£ 32.98
Transfer	Lt Baddow WI	General	Assembly Refreshments	£ 50.00	£ -	£ 50.00
Transfer	Office Needs Direct	Sports Pavilion	Picnic Tables	£ 1,365.00	£ 273.00	£ 1,638.00
			Sub Total	£ 7,545.41	£ 339.00	£ 7,884.41
			TOTAL - Payments	£ 9,252.23	£ 504.63	£ 9,756.86
	ACCOUNTS STATUS	31/03/2026	+/- vs prior	RESERVES		
	Current Account (B)	£ 66,442.13	£ 15,206.62	Hall		£ 28,000.00
	Reserve No 1 (B1)	£ 52,477.16	£ 132.51	Pavilion		£ 16,000.00
	Reserve No 2 (B2)	£ 8,074.28	£ 20.39	WGPA		£ 21,000.00
	Reserve No 3 (B3)	£ 2,186.96	£ 5.52	EALC Reserve		£ 26,000.00
	Total Barclays a/cs	£ 129,180.53		CIL Fund		£ 13,165.96
				Holybred Wood		£ 3,977.39
	Current Account	£ 16,046.15	-£ 3.00	War Memorial		£ 2,160.71
	Savings Account	£ 50,729.01	£ 36.60	History Centre		£ 12,106.25
	Total Metro Bank a/cs	£ 66,775.16		Fir Tree Woods		£ 8,662.47
				Hammonds Farm Appeal		£ 14,649.67
				LB Carers Club		£ 1,042.96
				Total - Reserves + Paymen		£ 156,522.27
	Total All a/cs	£ 195,955.69		Funds Available		£ 41,305.87
**	Outside Council Meeting			Total (exc ** payments)		£ 195,955.69

Council acknowledged the bequest received from the estate of Inge-Lore Clark and agreed that it would be used to fund a capital project in the village in her memory.

57/26 Sports Field Car Park – Fencing

Cllr Sheldrake advised Council that the chain link fence between the car park and the sports field was in a poor state of repair and needed replacing. Cllr Sheldrake will obtain quotes for the replacement fencing and bring a proposal to the next Council meeting.

Council also discussed the poor state of the car park surface especially the entrance area between the trees. Cllr Sheldrake will obtain quotes for full or partial surfacing of the car park and present to the next Council meeting.

Council agreed for the updating of signage at the entrance to the Sports Field car park for the Little Baddow Cricket Club.

58/26 Website Update

Cllr Roche provided an overview of the Council websites and made a proposal on the updating and future maintenance of the websites. It was agreed that the hosting of the websites would remain with Weave a Web and the maintenance would, in future, be completed in-house under the guidance of Cllr Roche. A revised and updated website will be developed over the next month for review by Council.

59/26 Annual Assembly Agenda

Council reviewed the proposed agenda for the forthcoming Annual Assembly and agreed on the recipients for the Community Awards. The Chairman confirmed that the CEO of Essex Wildlife Trust, Mr Richard Yates would be the guest speaker and that Essex County Councillor John Spence would also speak to the assembly.

60/26 Hammonds Farm Appeal – LBPC Donation

The Chairman provided an update on the preparations for members of the Hammonds Farm Working Group to attend the Planning Inspector review of the Local Plan later this year. The focus of the Group is to provide the basis of the objections to the Local Plan to be delivered at the Planning Inspector meeting.

The Chairman advised that further specialist reports on specific aspects would be required and so a proposal will be made at the next Council meeting for Little Baddow Parish Council to make a donation of £10,000 to the working fund.

61/26 Hall Furniture Audit & Fireproofing Chairs

Cllr Steve Scott advised Council that following a recent risk assessment of the Memorial Hall it was felt that the chairs needed to be re-proofed; re-covered or replaced to ensure they meet Fire regulations, as there are no labels on the chairs confirming their fireproof status. Following further research and cost estimates, Cllr Scott will bring a proposal to the next Council meeting for approval.

62/26 Little Baddow Table Tennis Club Update

Cllr Steve Scott was pleased to report that the Little Baddow Table Tennis Club was now fully established with regular attendance supporting the long-term security of the Club. The Club would now be self-funding and would be paying for a regular slot in the Memorial Hall on a Wednesday afternoon.

63/26 Essex Safer Speed Strategy

The Clerk provided for information a summary of the Essex Safer Speed Strategy consultation currently in progress. Residents are encouraged to make their representations the Essex County Council before the closing date for comments on the 26th April 2026.

64/26 Handyman Schedule

No tasks were added to the list for the Handyman.

65/26 Future Meeting Agenda Items

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

- Hammonds Farm Appeal – Request £10,000 donation from LBPC
- History Centre and Website Update
- LB Carers Club Update
- Village Litter Pick

66/26 Date of Next Meeting

The Annual Parish Council Meeting will take place on **Wednesday 6th May, 2026** commencing at 7:30pm

The meeting closed at 9.25pm.

**Chairman
May 6th, 2026**