

LITTLE BADDOW PARISH COUNCIL

The Annual Meeting of the Parish Council was held in the Memorial Hall on June 4th, 2026. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine – Chair
Cllr Stephanie Scott
Cllr B Teal

Cllr V Rose
Cllr S Scott
Cllr C Galea

Mr I Wardle – Clerk

Members of the Public – 2

87/26 Apologies for Absence

Apologies received from Cllr D Ginn, Cllr A Roche and Cllr K Sheldrake

88/26 Declarations of Interest

No interests declared.

89/26 To Approve the Minutes of the 6th May 2026 Meeting

Council approved the minutes from the meeting held on the 6th May 2026 and they were signed by the Chairman.

90/26 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	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 – Working Group looking into what and how to present opinions at the Planning Inspector Review of the Local Plan. Further funding requests to be made to the 4 Parish Councils May – Council approved formation of Joint Parish Council Committee to promote community interests and make decisions. June – 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 May – Essex Highways invoiced for Posts and VAS to be ordered once fitted. Boules Pitch Proposal in progress. June – On agenda

35/26 – On-Road Footway Cllrs Irvine & Galea	Resident proposal for a marked footway along The Ridge where there is no footpath	March – Matter was discussed by Council and agreed for Cllrs Irvine and Galea to explore with Essex Highways. April – No update May – Follow up with ECC Councillor after election June – Awaiting contact with newly elected County Councillor
57/26 – Sports Field Car Park Cllr Sheldrake	Renew Fencing and car park surface	April – Council agreed for Cllr Sheldrake to obtain quotes for replacing the fencing between the car park and the playing field. Also, for re-surfacing the car park entrance and parking area. May – Awaiting quotes from suppliers. June – Cllr Sheldrake absent h/o next meeting

91/26 Public Question Time

City Councillor Jacob Armstrong was in attendance and prompted a discussion by Council on the proposed development of a solar farm in Woodham Walter. Council support the Woodham Walter Parish Council in their campaign objecting to the proposals and the campaign leaflet will be added to the Parish Council website.

The Clerk read a letter received from a resident proposing the installation of a Communications Board at the Wickhay Play Area to create a more inclusive space for all children. Council fully supported the proposal and asked the Clerk to liaise with the resident in identifying the best equipment to purchase.

92/26 Development in the Village

There were no planning applications for consideration by Council:

93/26 Payment of Accounts

Council approved the payment of accounts for May as proposed.

Transfer	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 12.61	£ -	£ 12.61
**DD	Talk Talk	Memorial Hall	Hall Telephone/wifi	£ 35.48	£ 7.10	£ 42.58
**DD	Talk Talk	History Centre	Telephone/wifi	£ 26.95	£ 5.39	£ 32.34
**DD	British Gas	Memorial Hall	Hall Electric	£ 4.34	£ -	£ 4.34
**DD	British Gas	Memorial Hall	Hall Gas	£ 196.78	£ 9.83	£ 206.61
**DD	British Gas	Sports Pavilion	Electric	£ 57.81	£ 2.89	£ 60.70
**DD	EE Mobile	General	Clerk Mobile	£ 9.00	£ 1.80	£ 10.80
**DD	Wave - Anglian Water	Sports Pavilion	Water	£ 247.83	£ -	£ 247.83
**Transfer	Clear Council Insurance	General	Annual Insurance	£ 4,824.00	£ -	£ 4,824.00
**Transfer	Dedham Vale Tree Surgery	General	Tree Maintenance	£ 1,648.00	£ 329.60	£ 1,977.60
**Transfer	Steph Scott	Carers Club	Expenses	£ 12.00	£ -	£ 12.00
**Transfer	Robert Carr Farms	General	Holybred Wood Car Park	£ 1,085.00	£ 217.00	£ 1,302.00
			Sub Total	£ 8,159.80	£ 573.61	£ 8,733.41
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	£ 769.25	£ -	£ 769.25
Transfer	Neil Holmes	General	Handyman Tasks	£ 1,016.91	£ -	£ 1,016.91
Transfer	RitchComm	Sports Pavilion	Cleaning	£ 240.75	£ -	£ 240.75
Transfer	C. Ogden	History Centre	Admin Assistant	£ 480.00	£ -	£ 480.00
Transfer	G. Jarvis	WHPA	Supervision	£ 60.00	£ -	£ 60.00
Transfer	Skippers Ground Maintenance	General	Grass Cutting	£ 334.00	£ 66.80	£ 400.80
Transfer	Chelmsford Plumbing & Heat	Sports Pavilion	Toilet Maintenance	£ 108.33	£ 21.67	£ 130.00
Transfer	MDW Technology Ltd	General	Licence Renewals	£ 250.00	£ 50.00	£ 300.00
Transfer	Community Heartbeat Trust	General	Annual Defib Support	£ 135.00	£ 27.00	£ 162.00
Transfer	Point Graphics	Carers Club	Focus Adverts	£ 550.00	£ 110.00	£ 660.00
Transfer	EWT	General	Annual Management Fee	£ 5,755.13	£ -	£ 5,755.13
			Sub Total	£ 10,735.17	£ 275.47	£ 11,010.64
			TOTAL - Payments	£ 18,894.97	£ 849.08	£ 19,744.05
	ACCOUNTS STATUS	31/05/2026	+/- vs prior		RESERVES	
	Current Account (B)	£ 74,661.25	-£ 15,671.90		Hall	£ 28,000.00
	Reserve No 1 (B1)	£ 52,477.16	-		Pavilion	£ 16,000.00
	Reserve No 2 (B2)	£ 8,074.28	-		WGPA	£ 21,000.00
	Reserve No 3 (B3)	£ 2,186.96	-		EALC Reserve	£ 26,000.00
	Total Barclays a/cs	£ 137,399.65			CIL Fund	£ 10,566.33
					Holybred Wood	£ 2,892.39
	Current Account	£ 17,440.72	£ 12.73		War Memorial	£ 2,160.71
	Savings Account	£ 50,801.10	£ 36.65		History Centre	£ 12,595.58
	Total Metro Bank a/cs	£ 68,241.82			Fir Tree Woods	£ 8,662.47
					Hammonds Farm Appeal	£ 16,655.60
					LB Carers Club	£ 417.01
					Total - Reserves + Payments	£ 164,694.14
	Total All a/cs	£ 205,641.47			Funds Available	£ 49,680.74
**	Outside Council Meeting				Total (exc ** payments)	£ 205,641.47

94/26 Siting of Vehicle Activated Speed Signs

The Clerk updated Council on recent correspondence with Essex Highways over the installation of the posts for the Vehicle Activated Speed Signs. The next step is a joint site meeting in July with Highways and Cadent to confirm the exact location of the posts to ensure no damage to existing pipework. Representatives of the Parish Council will look to attend when notified by Essex Highways.

95/26 Locality Fund Projects

The Clerk advised Council that there is an expectation that the annual ECC Locality Fund will be available for the year 2026/27. Council awaits confirmation from the newly elected County Councillor Paul Clark but will identify suitable projects in the village in anticipation of the fund becoming available.

96/26 CCC Local Plan – Hammonds Farm Development Appeal

The Chairman advised that the Joint Parish Committee, established to coordinate objections to the Local Plan by Danbury, Boreham and Little Baddow Parish Councils, had met twice in May though was still awaiting confirmation from Sandon PC whether they would join.

At a recent Chelmsford City Council meeting the Local Plan was approved by City Council for submission to the Independent Planning Inspector. The Parish Council awaits a date from the Planning Inspector for the public meeting to be held, at which the Parish Council will voice objections to Hammonds Farm being included in the revised Local Plan.

97/26 Review Parish Assembly

The Chairman initiated a discussion about how to increase the number of residents attending the Annual Assembly. Council recognised that the attendance of 55 was considered good by comparison to other local Parishes but it was felt that it could be improved. Ensuring earlier communication of the date and not clashing with other local organisations events would make a difference. It was agreed to purchase banners for display at the Memorial Hall to better advertise the date in May 2027.

98/26 EWT – Woodland Walk

Following on from the EWT suggestion for Little Baddow Councillors to join EWT on a walk of some of the EWT managed woodland in the village. Councillors were keen to join EWT and suggested a late afternoon time of 5pm at Holybred Wood on either Monday 20th July or Thursday the 23rd July.

99/26 Review Council Meeting Day

Cllr Teal suggested that Wednesday may be a better day for future Council meetings as there was no other users of the Memorial Hall on that evening. After discussion Council agreed to remain with a Thursday evening as this was known by residents and not all Councillors could attend on a Wednesday.

100/26 Handyman Schedule

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

101/26 Future Meeting Agenda Items

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

- Policing – River Task Force
- Regular Update from City Councillor Steph Scott

102/26 Date of Next Meeting

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

The meeting closed at 8.45pm.

**Chairman
July 2nd, 2026**