

LITTLE BADDOW PARISH COUNCIL

The Annual Meeting of the Parish Council was held in the Memorial Hall on September 3rd, 2026. The Meeting commenced at 7:30pm. In attendance:

Cllr P Irvine – Chair
Cllr B Teal
Cllr K Sheldrake

Cllr V Rose
Cllr D Ginn
Cllr A Roche

Mr I Wardle – Clerk

Members of the Public – 7

134/26 Apologies for Absence

Apologies received from Cllr Stephanie Scott, Cllr C Galea and Cllr S Scott

135/26 Declarations of Interest

No interests declared.

136/26 To Approve the Minutes of the 6th August 2026 Meeting

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

137/26 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	June – Joint Committee has met twice and awaiting confirmation from Sandon PC to join. The Local Plan was approved by City Council for submission to the Independent Planning Inspector July – Joint PC Committee met twice and Sandon confirmed membership. Key issue is to raise funds for professional support. August/September – Further meetings of the Joint PC Committee held and moving forward on plans
35/26 – On-Road Footway Cllrs Irvine & Galea	Resident proposal for a marked footway along The Ridge where there is no footpath	July – Chair met new ECC Cllr Paul Clark and he is supportive of concept. August/September – Chair awaiting to meet with County Cllr Clark to progress suggestion
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/June/July – Awaiting quotes from suppliers. August – Initial quotes considered too high and further suppliers to be approached for quotes. September – Awaiting quotes from three further contractors.

138/26 Public Question Time

Seven members of the public attended the meeting and expressed their objections to the planning applications as follows:

- **Somerville, Wayside** - 26/01042/FUL – for being an over development of the site leading to a loss of light and amenity for immediate neighbouring properties.
- **Land North of North Hill** - 26/01046/FUL – this site is not within the defined settlement area of the village, is in a conservation area and would lead to significant traffic issues on the corner of North Hill

139/26 Development in the Village

Council reviewed the following planning applications:

Application Number	Location and nature of the Proposed Development		Result
	to which the application relates		
26/00849/FUL	Blakeswood Hill, Parsonage Lane		No Objection
	Erect Single Detached Dwelling		
26/01028/FUL	Pyne Cottage, Spring Elms Lane		No Objection
	Replacement Dwelling		
26/01042/FUL	Somerville, Wayside		Object
	Demolish Existing & Construct Replacement Dwelling		
26/01046/FUL	Land North of North Hill		Object
	Erect 8 Almshouse Dwellings		

140/26 Payment of Accounts

Council approved the payment of accounts for August as proposed.

Transfer	Payee	Description	Subject	Cost	VAT	Total
**DD	Barclays	General	Charges	£ 14.57	£ -	£ 14.57
**DD	Talk Talk	Memorial 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	Sports Pavilion	Gas	£ 35.00	£ 1.75	£ 36.75
**DD	British Gas	Sports Pavilion	Electric	£ 99.93	£ 4.99	£ 104.92
**DD	EE Mobile	General	Clerk Mobile	£ 9.00	£ 1.80	£ 10.80
**Transfer	BASICS Essex	General	Charity Donation	£ 1,000.00	£ -	£ 1,000.00
**Transfer	Essex Waterways	General	Grant	£ 1,000.00	£ -	£ 1,000.00
			Sub Total	£ 2,220.93	£ 21.03	£ 2,241.96
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	£ 765.00	£ -	£ 765.00
Transfer	Neil Holmes	General	Handyman Tasks	£ 3,429.20	£ -	£ 3,429.20
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	Memorial Hall	Gas Bonding	£ 316.67	£ 63.33	£ 380.00
Transfer	Chelmsford Plumbing & Heat	Hall, HC & Pavil	PAT Testing	£ 300.00	£ 60.00	£ 360.00
Transfer	Chelmsford Plumbing & Heat	Memorial Hall	Gas Regulation Works	£ 620.20	£ 124.04	£ 744.24
Transfer	Weave-a-Web	General	Website Hosting	£ 80.00	£ 16.00	£ 96.00
Transfer	Ex-Job Limited	General	Consultancy	£ 375.00	£ 75.00	£ 450.00
			Sub Total	£ 8,036.62	£ 405.17	£ 8,441.79
			TOTAL - Payments	£ 10,257.55	£ 426.20	£ 10,683.75
	ACCOUNTS STATUS	31/08/2026	+/- vs prior	RESERVES		
	Current Account (B)	£ 52,378.51	-£ 9,420.98	Hall		£ 28,000.00
	Reserve No 1 (B1)	£ 52,626.68	£ -	Pavilion		£ 16,000.00
	Reserve No 2 (B2)	£ 8,097.29	£ -	WGPA		£ 21,000.00
	Reserve No 3 (B3)	£ 2,193.19	£ -	EALC Reserve		£ 26,000.00
	Total Barclays a/cs	£ 115,295.67		CIL Fund		£ 5,887.36
				Holybred Wood		£ 492.39
	Current Account	£ 17,431.72	-£ 3.00	War Memorial		£ 2,160.71
	Savings Account	£ 50,910.02	£ 36.73	History Centre		£ 12,680.18
	Total Metro Bank a/cs	£ 68,341.74		Fir Tree Woods		£ 8,662.47
				Hammonds Farm Appeal		£ 16,517.29
				LB Carers Club		£ 452.58
				Total Reserves		£ 137,852.98
				Total - Reserves + Payments		£ 148,536.73
	Total All a/cs	£ 183,637.41		Funds Available		£ 37,342.64
**	Outside Council Meeting			Total (exc ** payments)		£ 183,637.41

141/26 Almshouse Charity – Trustee Appointment

Following a request from the Chair of the Almshouse Charity, Council reviewed the appointment of Tom Duke as a Trustee to the Board of Trustees for the Almshouses and Little Baddow Trust and unanimously approved the appointment.

142/26 Paper Mill & Lt Baddow Locks – Parking & Anti-Social Behaviour Update

The Council continue to address the issues of parking at Paper Mill Lock and anti-social behaviour along the river. Meetings have taken place with the Police, Fire Service and Parking Partnerships to increase patrols and develop plans to combat the issues. It was noted that the re-surfacing of North Hill on the north side of the river had seen the loss of the double yellow lines and subsequent increase in poor parking; South Essex Parking Partnerships has agreed with North Essex Parking Partnerships to assume control for both sides of the river and will be pursuing the re-instatement of the parking restrictions. A meeting with the PFCC and Essex County Councillors has been arranged for the 22nd September.

143/26 Council Website Maintenance

The Council received a report on the update to the website and ongoing maintenance. Good progress has been made on the layout and look of the website with the regular addition of articles now taking place.

144/26 URC & History Centre

The Chairman advised Council that a meeting with the local URC has been arranged for the 8th September to receive a progress update on the discussions between the local URC and the Central URC Synod on financial and property ownership issues. Clarification on the legal owner of the property is necessary for the Council to finalise a long-term lease on the History Centre building.

145/26 History Centre – Archive Door Lock

The Chairman advised that the new lock had been fitted to the History Centre Archive Room door and that three keys were issued to documented key holders. This meets insurance requirements and was initiated by the Council. Access to the Archive Room will be monitored and reviewed in three months to determine if any further alterations need to be made.

146/26 Memorial Hall - Banners

Council agreed the purchase of banners for display at the Memorial Hall for promoting the following events:

- **Annual Parish Assembly** – Cllr Rose shared a draft banner with Council that was approved and will be displayed at the Hall ahead of the next Assembly in May 2027.
- **Film Night** – Cllr Rose will approach the organisers of the regular Film Night events at the Hall about displaying a banner at the Hall ahead of each monthly event.

147/26 Essex Wildlife Trust & Pheasant House Farm

The Chairman updated Council that he had been in discussions with the CEO of Essex Wildlife Trust about the possible renovation of Pheasant House Farm buildings for use as a meeting point and visitor accommodation. EWT advised that they are seeking to site two mobile 'Shepherd Hut' style dwellings in the surrounding woodland to encourage visitors to the area.

148/26 Fireworks – Animal Welfare Act 2002

Council discussed the need for raising awareness of safety concerns around fireworks both for ensuring there are no ground fires resulting from them and the impact on pets and horses kept in the village. Notices will be placed on the website and on Facebook.

149/26 Footpath Map Holders

Council approved the request for the addition of acrylic leaflet dispensers to two of the village notice boards to hold a supply of village maps for visitors.

150/26 Handyman Schedule

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

- Trim tress by the Southbound Speed Sign
- History Centre Gardening

151/26 Future Meeting Agenda Items

No topics were raised for inclusion at the next meeting:

152/26 Date of Next Meeting

The next Parish Council Meeting will take place on **Thursday 8th October 2026** commencing at 7:30pm

The meeting closed at 8.55pm.

**Chairman
October 8th, 2026**