

WOODHAM FERRERS & BICKNACRE PARISH COUNCIL

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MINUTES of the Ordinary Parish Council Meeting held on the 4th November 2025 at 7.30pm

Meeting convened in The Pitman Room, Bicknacre Memorial Village Hall, Bicknacre

Present:

Cllr R Webster (Chairman)

Cllr G Blackshaw (arrived 7.37pm)

Cllr S Dobson (Chelmsford City Council)

Cllr D Peachey

Cllr J Sharman

Miss L White (Clerk)

Election of Chair for the Meeting

In accordance with s.15(5) of the Local Government Act 1972, and in the absence of the Chairman with no Vice-Chairman appointed, Members elected Cllr Webster to preside over the meeting. Cllr Webster opened the meeting and conducted its proceedings.

Prior to the start of the meeting the Chairman asked if anyone intended to record or broadcast any part of the meeting. This was to ensure individuals who did not wish to be recorded or identified could make the necessary arrangements.

158/25 - Apologies

It was resolved to accept apologies for absence from Cllr Walton, Cllr Poulter and Cllr Pumfrett.

159/25 - Declaration of Interests

Members were reminded to declare any known interests in agenda items now or when they arise. They must notify the Monitoring Officer within 28 days if this is a new interest. No interests were declared

160/25 - Admission of the Public

It was resolved that agenda items 169/25 and 175/25 be debated in closed session.

161/25 - Public Forum

Seven members of the public were present and addressed the Council regarding the Chelmsford Local Plan and planning application 25/01158/OUT, an outline proposal for up to 250 dwellings. Cllr Dobson provided a summary of the contents of the revised Local Plan.

One member of the public thanked the Parish Council for its efforts in opposing planning application 25/01158/OUT.

162/25 – Appointment of a Vice-Chairman

Deferred.

163/25 - Approval of Minutes

It was resolved to accept the minutes of the ordinary meeting held on the 7th October 2025 as a

true and accurate record of proceedings and they were signed by the Chairman.

164/25 - Report from Chelmsford City Council

Cllr Dobson reported that her main focus at present is the Local Plan. She also spoke regarding Maldon District Council's planning application 25/00926/SOR, which was to be discussed under a later agenda item.

165/25 - Report from Essex County Council

Cllr Dobson reported that the main focus at Essex County Council is Devolution. She also advised that individual councils' debts (where applicable) will not be shared following devolution.

166/25 - Planning

The following applications were considered and comments agreed:

Retrospective Application for change of use of agricultural land to storage (Use Class B8)
Land South Of Town Farm Main Road Woodham Ferrers Chelmsford
Ref. No: 25/01338/FUL

NOT SUPPORTED: This is agricultural land fronting a busy road. Storage is not a suitable use and is not in keeping with its surroundings

New parking space in rear garden with new timber gates and adjustments to existing brick boundary wall

25 Lyndhurst Drive Bicknacre Chelmsford Essex CM3 4XL

Ref. No: 25/01377/FUL

NO OBJECTION

Proposed single storey front and rear extension. Garage conversion and internal alterations.
53 White Elm Road Bicknacre Chelmsford Essex CM3 4LR

Ref. No: 25/01365/FUL

NO OBJECTION

T1 Oak - Cut back to previous pruning points to a maximum of 0.5m, and clean out dead wood
Reason: To encourage new growth and provide sufficient clearance to properties. General maintenance.

2 Thrift Wood Bicknacre Chelmsford Essex CM3 4HT

Ref. No: 25/05242/TPO

NO OBJECTION

Application No: 25/00926/SOR (Maldon District Council)

Proposal: Request for Environmental Impact Assessment Scoping Opinion

for residential development for up to 1,770 dwellings – Maldon District Council

Location: Land South West Of Hogwell Farm Hogwell Chase Stow Maries

Members commented that no provision has been made to cope with the increase in traffic on B1418.

Members considered and approved a request from a developer to hold an informal meeting regarding land promotion within the parish.

167/25 - Chelmsford Local Plan – Emerging Focused Consultation (Regulation 19)

Members agreed that Cllr Poulter would draft comments on behalf of the Council for consideration and approval at the December meeting. Members also agreed to collaborate with East Hanningfield Parish Council in opposing the Local Plan, as East Hanningfield village has likewise been detrimentally affected.

168/25 - Finance

Members noted / agreed the current schedule of Receipts and Payments available to view on the Parish Council's website.

The bank reconciliations were agreed and signed by Cllr Sharman.

Football and newsletter fees were reviewed and it was agreed to raise them by 3% for the financial year 2026-2027

169/25 - Bicknacre Village Hall / Priory School Car Park

Despite follow-up, no progress had been made regarding the renewal of the lease.

It was noted that Priory School had not yet contacted Cllr Blackshaw to agree a scope of works or to obtain three quotations for the car park repairs.

170/25 – Affordable Housing

This item was discussed in confidence following the close of the public session. Two documents were approved and will now be issued to invite site submissions.

171/25 - Woodham Ferrers Village Hall

No progress to report.

172/25 - The Friends of Priory Fields

Cllr Blackshaw reported that the Friends were disappointed that the Christmas event would not be held this year

173/25 - Christmas

It was noted that a Christmas event would not be held this year due to the school's other commitments. However, Christmas lights will be installed.

174/25 – IT Security & Communications

With the exception of Cllr Blackshaw who is using Windows 10, all Councillors present signed a document confirming:

- Use only their assigned .gov.uk email addresses for all Council-related correspondence;
- Refrain from using devices operating on Windows 10 or earlier versions for Council business;
- Receive official communications electronically via email and WhatsApp;
- Have read, understood, and will comply with the Council's IT and Communications Policy.

175/25 - Members Invited to Share Any Other Business

None.

Confidential Item:

176/25 – Priory Fields

Concerning the structure of the Friends of Priory Fields (FoPF), legal advice was reviewed and will be shared with FoPF for future discussions.

There being no further business, the meeting was closed at 21.22,

Date of next meeting – 2nd December 2025

Signed and dated by the Chairman: _____