

WOODHAM FERRERS & BICKNACRE PARISH COUNCIL

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MINUTES of the Ordinary Parish Council Meeting held on the 2nd December 2025 at 7.30pm

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

Present:

Cllr P Walton (Chairman)

Cllr G Blackshaw (arrived 8.26pm)

Miss L White (Clerk)

Cllr D Peachey

Cllr R Webster

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.

177/25 - Apologies

It was resolved to accept apologies for absence from Cllr Poulter, Cllr Mair & Cllr Sharman. It was noted that Cllr Pumfrett had resigned.

178/25 - 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

179/25 - Admission of the Public

It was resolved that all business would be debated in open session.

180/25 - Public Forum

Eight members of the public were present. They addressed the Council regarding the Chelmsford Local Plan and planning application 25/01158/OUT (an outline proposal for up to 250 dwellings). One resident also raised a question regarding Local Government reorganisation.

181/25 - Approval of Minutes

It was resolved to accept the minutes of the ordinary meeting held on the 4th November 2025 as a true and accurate record of proceedings and they were signed by the Chairman.

182/25 - Report from Chelmsford City Council

Neither Cllr Dobson nor Cllr Taylor were able to attend the meeting.

183/25 - Report from Essex County Council

Cllr Dobson was unable to attend the meeting.

184/25 – Youth Provision – Essex Youth Service

Deferred to February agenda.

185/25 - Planning

The following applications were considered and comments agreed:

Development of x4 self build dwellings. Access and layout being sought. (Appearance, landscaping and scale reserved)

Land At Lodge Road Bicknacre Chelmsford Essex

Ref. No: 25/01414/OUT

COMMENT: The Parish Council objects to this application because the site lies outside the defined settlement boundary, and therefore conflicts with the spatial strategy set out in the Chelmsford Local Plan. There are no material considerations that would justify an approval contrary to adopted policy. The land is also not included as an additional site in the Revised Local Plan, reinforcing its unsuitability for residential development.

Single storey rear extension. Two storey side extension. Addition of front and rear dormers. New front porch.

11 Ormonds Crescent Woodham Ferrers Chelmsford Essex CM3 8RL

Ref. No: 25/01605/FUL

COMMENT: No objection

Removal of existing conservatory. Replacement single storey rear extension with roof alterations. The Folly Workhouse Lane Woodham Ferrers Chelmsford Essex CM3 8RD

Ref. No: 25/01591/FUL

COMMENT: No objection

Variation of condition 2 to approved planning permission 25/00917/FUL (Demolition of the existing grain store and the erection of two single storey dwellings with associated landscaping and operational development) Reconfiguration of the roof form and internal layout of Plots 4 and 5.

Grain Store Woodham Hall Main Road Bicknacre Chelmsford Essex CM3 4HW

Ref. No: 25/00917/S73

COMMENT: The Parish Council supports the comments made by the Planning and Listed Buildings & Conservation Officer.

Proposed rear detached garage.

Little Stratton Moor Hall Lane Bicknacre Chelmsford Essex CM3 4ER

Ref. No: 25/01590/FUL

COMMENT: No objection

186/25 – Traffic Calming

Members enquired about the expected installation date for the speed indicator devices. The Clerk advised that she would follow up with the Handyman and provide an update once a date had been confirmed.

187/25 - Chelmsford Local Plan – Emerging Focused Consultation (Regulation 19)

Prior to the meeting, Members had reviewed a draft submission prepared by Cllr Poulter in response to the Regulation 19 consultation. Members expressed their appreciation for the draft and noted that one further piece of information was required to finalise the document. The Clerk confirmed she is in the process of obtaining this information.

Members also discussed the potential for obtaining legal advice jointly with East Hanningfield Parish Council, which shares similar concerns regarding the Local Plan and its impact on residents. It was agreed to earmark £5,000 for this purpose, without making any firm commitment at this stage.

188/25 – Local Government Consultation

Members considered the consultation and agreed that the Council would not submit a response.

189/25 – Finance

Members noted and agreed the current schedule of Receipts and Payments.

(This document is available to view on the Parish Council's website at www.woodhamferrersandbicknacre-pc.gov.uk. A printed copy can be requested from the Clerk.)

The budget was reviewed and noted.

The bank reconciliations were agreed and signed by Cllr Peachey.

Members noted the Interim Internal Audit, which had been circulated prior to the meeting.

It was resolved to make a donation of £400.00 to the First Responders under Section 137 of the Local Government Act 1972, which permits parish councils to spend funds on activities that benefit the community. A virement from the Grants budget to the S137 budget will be made, as this more appropriately covers donations to organisations such as the First Responders.

190/25 - Policies & Procedures

The following were reviewed and re-adopted:

- Co-Option Policy
- Personnel Committee Terms of Reference

191/25 - 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. Cllr Walton undertook to liaise with the school / governing body.

192/25 - Woodham Ferrers Village Hall

No progress to report.

193/25 - The Friends of Priory Fields

It was reported that FoPF had received and considered the legal advice received concerning the future structure of the Friends. It was also noted that raffle tickets were now on sale.

194/25 – IT Security & Communications

Cllr Blackshaw confirmed that he is not using Windows 10 to access Council emails and, accordingly, signed the IT and Communications Agreement.

195/25 - Members Invited to Share Any Other Business

The Clerk reported that the resignation of Cllr Pumfrett had been received by email on 2nd December, creating a casual vacancy. The Clerk will notify the Returning Officer and publish the Notice of Casual Vacancy in accordance with statutory requirements.

Cllr Peachey requested details regarding the Village Agent position; the Clerk will provide the

relevant information.

Cllr Walton reminded Members that the next meeting is scheduled for 13th January 2026.
At 21.27, the meeting was closed.

Signed and dated by the Chairman: _____