

WOODHAM FERRERS & BICKNACRE PARISH COUNCIL

White Elm Garden Centre, White Elm Road, Bicknacre, Chelmsford, CM3 4LR

Tel: 07931 558125

Email: clerk@woodhamferrersandbicknacre.gov.uk

Website: www.woodhamferrersandbicknacre-pc.gov.uk



MINUTES of an Ordinary Parish Council Meeting held on the 2nd June 2026 at 7.30pm

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

Present:

Cllr P Walton (Chairman)

Cllr R Webster

Cllr R Poulter

Miss L White (Clerk)

Cllr D Peachey

Cllr R Watling

Cllr J Sharman

Prior to the commencement of the meeting, the Chairman enquired whether any person present intended to record or broadcast any part of the proceedings, in order to allow those who did not wish to be recorded to make appropriate arrangements.

103/26 - Apologies for Absence

It was resolved to accept apologies for absence from Cllr Mair.

104/26 - Declaration of Interests

Members were reminded to declare any Disclosable Pecuniary Interests or other interests relating to items on the agenda either at this point or when they arose during the meeting. Members were also reminded of the requirement to notify the Monitoring Officer within 28 days of any new interest.

No interests were declared.

105/26 - Admission of the Public

It was resolved that all items be conducted in open session.

106/26 - Approval of Minutes

It was resolved to accept the minutes of the meeting held on the 13th May 2026 as a true and accurate record of proceedings and they were signed by the Chairman.

107/26 - Public Forum

Five members of the public were present. One member of the public expressed concerns regarding the proposed development of Horseshoe Farm by Gladman Developments. The Chairman provided a summary of the informal meeting held between the Parish Council and Gladman Developments and advised that a report of the meeting was available to view on the Parish Council's website. The Chairman further explained that, should a planning application be submitted, the Parish Council would be likely to facilitate a public meeting to hear residents' views and concerns.

A second member of the public, representing Green Council Solutions, addressed the Council on matters relating to biodiversity.

108/26 - Report from Chelmsford City Council

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

109/26 - Report from Essex County Council

Cllr Benn was not in attendance.

110/26 - Ormands Crescent

The Clerk reported that concerns regarding parking issues in Ormands Crescent had been raised with the Police, who had agreed to visit a particular resident in connection with the matter. At the time of the meeting, no response or update had been received from the Police.

111/26 – EV Charging Points

Members considered further correspondence received from a resident expressing concerns regarding the location and safety of the EV charging points. Cllr Watling advised that new information had come to light which was likely to require the charging units to be relocated.

112/26 - Planning

Members noted that there were no planning applications requiring consideration at this meeting.

Members further noted that matters relating to the proposed Gladman development at Horseshoe Farm had been addressed during the Public Forum and, therefore, no further discussion took place under this agenda item.

113/26 - Finance

Members noted and approved the following payments:

a)	30-Apr-26	Unity Trust Bank	Service Charge	£10.45
	08-May-26	Four Seasons Gardening	Gardening	£779.00
	08-May-26	Shaws	Stationery	£226.80
	08-May-26	Monta	EV Charging Points Accessories	£339.60
	08-May-26	Top To Toe	Maintenance & Inspections	£620.00
	15-May-26	Environment Agency	Priory Fields	£21.76
	15-May-26	Anglian Water	Water Lodge Road	£239.41
	19-May-26	Lloyds Bank	Debit Card	£283.27
	20-May-26	Eon	Electricity - Lodge Rd & Priory Fields	£729.83
	20-May-26	Staff	Salaries	£2,682.64
	26-May-26	O2	Telephone	£7.50

b) Members noted the following income received:

30-Apr-26	Priory Sports Football Club	Pitch Fees	£200.00
07-May-26	Ahead4	Advertising	£99.00

c) **It was resolved** to appoint Mulberry & Co as Internal Auditor for a period of three years.

d) **It was resolved** to approve the Bank Reconciliation as at 31 March 2026.

e) Members received and noted the Internal Auditor's Report for the financial year 2025-2026.

The report confirmed that the Council's financial and governance arrangements were operating satisfactorily, and no significant issues were identified.

f) **It was resolved** to approve the Annual Governance Statement 2025-2026 which was signed by the Chairman and Clerk.

g) **It was resolved** to approve the Accounting Statements 2025-2026 which were signed by the Chairman.

h) Members received and noted the Explanation of Variances for the year ended 31 March 2026.

i) **It was resolved** to approve the proposed dates for the Exercise of Public Rights in

accordance with the statutory requirements.

114/26 - Bicknacre Memorial Village Hall / Car Park

The Chairman provided a summary of a meeting held between representatives of Priory School, the Parish Council, and Bicknacre Memorial Village Hall to discuss the respective contributions towards the cost of repairs to the Village Hall car park.

A representative of Lambert Smith Hampton, acting on behalf of Essex County Council, was also in attendance. It was reported that Lambert Smith Hampton had been tasked with liaising with Essex County Council regarding the proposed apportionment of the repair costs and would provide further feedback in due course. Members noted the update.

115/26 - Priory Fields / The Friends of Priory Fields

Cllr Watling reported that two key members had been absent from the most recent Friends of Priory Fields meeting and, consequently, there was no further update regarding the proposed establishment of a Charitable Incorporated Organisation (CIO) to formalise the group's structure.

Members considered the provision of two gates to be installed on Priory Fields and Priors Field and **it was resolved** that the Parish Council fund the purchase of the two gates to a maximum value of £400, with delivery to be made to Cllr Watling. The Friends of Priory Fields would be responsible for installing the gates at a future working party.

116/26 - Woodham Ferrers Village Hall

The Clerk reported that a response was awaited from the Rural Community Council of Essex (RCCE) before further progress could be made with the proposed establishment of a Charitable Incorporated Organisation (CIO) to formalise the governance structure of Woodham Ferrers Village Hall. This followed the recent expression of interest from new volunteers willing to serve as trustees. Members noted the update.

117/26 – Councillors Invited to Share Any Other Business – NO RESOLUTIONS

Cllr Webster advised that he had completed Chairman's training and had found it very beneficial.

The Clerk advised that she had further tasks to complete before being able to progress matters pertaining to the new changing rooms at Lodge Road Playing Field.

Signed and dated by the Chairman: _____