

COLD NORTON PARISH COUNCIL

Notice and Summons to Parish Councillors:

Cllr Mrs J Luck (Chairman)
Cllr Mrs M Gunn (Vice Chairman)
Cllr T Dixon
Cllr S Evans
Cllr P Jacklin
Cllr D Myers

I write to inform you that an **ORDINARY MEETING OF THE PARISH COUNCIL** will commence at **7.30 p.m. on Wednesday 7th October 2026** in The Les Barclay Room at the Village Hall for the transaction of the under mentioned business. I do hope you will be able to attend.

The **AGENDA/Report** for this meeting follows.

Signed *M Dyer* (M Dyer, Parish Clerk/RFO)

1st October 2026

Explanatory comments or "Clerk's Report" are printed in this format.
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26/27.102 APOLOGIES FOR ABSENCE

26/27.103 DECLARATION OF INTERESTS

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.

Members have dispensation to discuss and vote in respect of matters relating to the Precept.

26/27.104 PUBLIC QUESTION TIME

To receive representations from any Member of the Public in attendance on items on the agenda or raise other issues for possible consideration by the Parish Council at a future meeting. This session will last for a maximum of 20 minutes with any individual contribution lasting a maximum of 4 minutes. At the end of this session, unless invited to do so by the Chairman, Members of the Public will not be able to address the Council or participate in the meeting.

26/27.105 MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL DATED 2ND SEPT 2026

To consider and approve the minutes of the ordinary meeting held on Wednesday 2nd September 2026

Forwarding by email.

26/27.106 DISTRICT COUNCILLOR'S REPORT

To note: Cllr Wiffen's September report (already forwarded by email)

26.27.107 COUNTY COUNCILLOR'S REPORT

26/27.108 NEIGHBOURHOOD WATCH REPORT/ POLICE MATTERS & ANTISOCIAL BEHAVIOUR

To receive: report from Neighbourhood Watch Co-ordinator if available

To receive: report from Police at meeting if available.

26/27.109 FINANCE

26/27.109.1 Approval of Payments:

26/27.109.1.1 Mr Roy Wiseman to village caretaker tasks. Invoice to come

26/27.109.1.2 Maria Dyer office expenses from 1st September 2026. Invoice to come

26/27.109.1.3 Maldon District Council to Grounds Maintenance (grass cutting). Second Quarter July to September 2026 £3,016.90 per annum. Invoice No.COL58694667 dated 4th September £906.08 (£754.23 net)

26/27.109.1.4 Dunmow Training Limited t/a CouncilWise to 2 x places on Village Hall Training Course 24th September 2026. Invoice No.SI-540 dated 24th September 2026 £460.80 (£384.00 net)

26/27.109.1.5 PKF Littlejohn LLP to external audit (Limited Assurance of Annual Governance Accountability Return [AGAR] for year to 31st March 2026. Invoice No.SB20262806 dated 25th September 2026 £378.00 (£315.00 net)

26/27.109.1.6 Online Playgrounds (OLP) (Fenland Leisure Products Limited T/A OLP) to 3 x quarterly operational inspection (September, December 2026 & March 2027). Invoice No.SI-00002253 dated 30th September 2026 £360.00 (£300.00 net)

26/27.109.1.7 Sue Lees Consultancy to Cookie Control: Cookie Yes yearly subscription in advance due November each year. Invoice No.INV007693 dated 1st October 2026 £70.00

26/27.109.1.8 Cllr Dixon to reimbursement of expenses for travel to/from Great Dunmow for training course and for purchase of 2 bags of play quality bark for enclosed children's play area. Invoice dated 1st October £288.10 (£244.30 net)

26/27.109.1.9 Cllr Mrs Luck to reimbursement of expensed for repair to window at village hall. Invoice dated 2nd October 2026 £240.00 (£200.00 net)

26/27.109.1.10 Mrs L Curry to reimbursement of travel to/from Great Dunmow for training course with Cllr Mrs Luck. Invoice dated 2nd October 2026 £30.80.

26/27.109.1.11 Santander to monthly administration charge for business account 2nd August 2026 to 1st September 2026. Serial No.196986961 dated 15th September 2026. Direct Debit will be taken on 2nd October 2026 £9.99.

26/27.109.1.12 Npower to streetlights for August 2026. Invoice No.IN16314191 dated 5th September 2026 £201.24 (£191.66 net). Was taken by direct debit on 19th September 2026.

26/27.109.1.13 BT phone & Wi-Fi at Village Hall for September 2026 Invoice No.MO53JY dated 13th September 2026 £57.54 (£47.95 net). Taken by direct debit on 26th September 2026.

26/27.109.2 Financial Statement

Current balances:

Barclays 10 Day Notice as at 10th Sept 2026	£	617.42
Santander as at 2nd September 2026	£	<u>74,976.08</u>
	£	75,593.50

26/27.109.3 2026/27 Locality Fund & MDC 'Where Quality of Life Matters' Fund

To note: application made to ECC Locality Fund (forwarding by email)

26/27.109.4 External Audit

To note: conclusion of the external audit (forwarding by email).

26/27.109.5 Website

To consider: quote for national mourning website landing page (forwarding by email)

26/27.109.6 CouncilWise Subscription Fees 2027/28

To consider: subscription fees (forwarding by email)

26/27.110 ACTIONS FROM THE MINUTES

To note: actions (forwarding buy email)

26/27.111. PLANNING

26/27.111.1 To consider Planning Applications received by the Parish Council:

26/27.111.1.1 26/00570/FUL PP-15165105 Land adjacent Pantile Hall, Honeypot Lane: erection of 6 detached dwellings (5 with integral garages and 1 with a detached garage) including associated landscaping, parking to the front, gardens to rear and the formation of a new private access road from Honey Pot Lane. Week No.36 dated 4 September 2026.

26/27.111.1.2 25/01119/OUTM 198 homes proposed in North Fambridge: Information supplied from North Fambridge PC re highway aspect of this application for Members to consider (forwarding by email + CNPC original comments submitted to MDC)

26/27.111.1.3 For Information Only: 26/00640NMA Land adjacent Eastholm, Latchingdon Road: Application for non-material amendment following grant of planning permission 24/00742/FUL (erection of 1no. dwelling with associated landscaping and ancillary works). Amendments sought addition of front entrance gate to side access drive.

26/27.111.2 Maldon District Council Decisions

To note: decisions from w/e 4 September 2026 to w/e 2 October 2026 (forwarding by email)

26/27.111.3 Dengie 'Garden of Essex'

To note: Clerk has received a 'thank you' email from the writer who will be contacting the CPRE.

26/27.111.4 MDC Local Plan

To note: MDC will be undertaking a new local plan (forwarding by email)

26/27.112 PLAYGROUND & CAR PARK EXTENSION

26/27.112.1 Playground

Clearance of weeds in enclosed play area completed and two bags of play bark installed. New rota for weekly play inspection drawn up. September quarterly inspection carried out by OLP awaiting report. Cllr Jacklin attended inspection and has supplied his report to Members.

To note: further play bark required

To note: information from supplier re Sensory Pael received - to be added to inspection sheet;

To note/discuss: annual play inspection report and quarterly report to be considered/works agreed once quarterly report received

26/27.112.2 Willow Trees cut down and eco plugged on edge of Playing Field

To note: contractor has removed regrowth and eco plugged willows stumps. Insurance company duly advised & acknowledgement received that file is closed.

26/27.112.3 Damaged Poplar Tree

To note: quote received

To discuss: options (awaited from tree survey)

26/27.112.4 Shelter for preschool outdoor play area

To consider: type of shelter and installation

26/27.113 VILLAGE HALL

To note: window broken in The Les Barclay Room has been replaced.

To receive: report from Cllr Mrs Luck re VH Training Course

To receive: report re recruitment of volunteers to VHMC

26/27.114 CLERKS REPORT

Update at meeting

26/27.115 HIGHWAYS AND ROAD SAFETY

26/27.115.1 TRUCAM

To note: August report: eight captures (over 4 hours) with 53mph recorded in 40mph area (forwarding by email)

26/27.115.2 The 99 Bus Shopper Service (result of 'Love Your Bus' Grant)

To note: details on all four noticeboards, on PC website and in October issue of The Beacon

To discuss: any further publicity for new service

26/27.115.3 Road Traffic Accident 15th August Latchingdon Road

To note: order placed for replacement light; driver's insurance company details still awaited

26/27.116 OPEN SPACE

26/27.116.1 Village Caretaker work

Report to come

26/27.116.2 Cowpiece

To receive: updates

26/27.116.3 Football in Playing Field

Update at meeting if available

26/27.116.4 Allotment Site

To note: re vegetation at rear of site resident advised of works undertaken

To note: meeting to be requested with allotment holders re plans for rear of site

26/27.117 TRAINING/CONFERENCES/MEETINGS

26/27.117.1 EALC AGM Tuesday 15th September 2026

To note: Clerk attended; report at meeting.

26/27.117.2 EALC HR Course Monday 28th September 2026

To receive: report from attendees if available

26/27.117.3 Stow Maries Great War Aerodrome Joint Consultative Committee

To note: Minutes from 27th May 2026 and 17th September 2026 plus reports

To receive: report from Cllr Dixon re 17 September meeting

To note: next meeting scheduled for Wednesday 2nd December 2026 10am online

26/27.117.4 Local Council Collaboration Wednesday 21st October 2026 7.45pm Little Baddow

To discuss: attendance (forwarding by email)

26/27.117.5 Remembrance Sunday 8th November

To discuss: laying of wreath at St Stephens Church on behalf of all village residents

26/27.117.6 RCCE Finance & Policy Essentials for Village Halls Event Wednesday 18th Nov 2026

To note: further details awaited

26/27.118 CORRESPONDENCE/CONSULTATIONS

None received; update at meeting if applicable

26/27.119 LOCAL NATURE PLAN

26/27.119.1 Thirty for 30: Thirty Actions for Nature Recovery by 2030 Leaflet

Update at meeting if available

26/27.119.2 National Emergency Briefing – Online Film

Update at meeting if available

26/27.119.3 Local Nature Plan (in relation to conserving biodiversity) for Cold Norton

To note: support from RCCE (forwarding by email)

26/27.119.4 Environmental Collaboration Essex (EC Essex)

To note: notes from 8th September (Challengers of Modern Farming) (forwarding by email) and links to the recordings of the presentations.

26/27.119.5 Environmental Collaboration Essex (EC Essex)

To note: details of upcoming meetings & Discovery Days (forwarding by email)

26/27.120 PARISH COUNCIL WELFARE OFFICER

Report at meeting if available

26/27.121 SOCIAL EVENTS

26/27.121.1 Green Space Games

To note: event booked for Wednesday 28th October 2026 10am to 12noon in VH/playing field depending on Weather.

26/27.122 PARISH COUNCIL POLICIES

Financial Regulations and Data Protection Policy : deferred to next Meeting.

26/27.123 VILLAGER OF THE YEAR

To note: the shield is now full

To discuss: this award going forward

26/27.124 MATTERS TO REPORT (Members are reminded that no decisions may lawfully be made under this agenda item - however matters may be discussed which involve exchanges of information only).

26/27.125 MEETINGS IN 2026

Wednesdays: 4th November and 2nd December.

26/27.126 MEETINGS IN 2027

Wednesdays: 6th January, 3rd February, 3rd March, 7th April, 5th May (NB this date may need to be changed due to elections) 2nd June, 7th July, 1st September, 6th October, 3rd November and 1st December

26/27.127 EXCLUSION OF PRESS & PUBLIC

In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 to resolve that in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they are instructed to withdraw.

26/27.128 CO-OPTION TO PARISH COUNCIL

To consider: applications received