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 4th November 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) 29th October 2026

Explanatory comments or "Clerk's Report" are printed in this format.

26/27.129 APOLOGIES FOR ABSENCE

26/27.130 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.

26/27.131 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.

26/27.132 MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL DATED 7TH OCT 2026

To consider and approve the minutes of the ordinary meeting held on Wednesday 7TH October 2026
Forwarding by email.

26/27.133 DISTRICT COUNCILLOR'S REPORT

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

26.27.134 COUNTY COUNCILLOR'S REPORT

26/27.135 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.

26/27.136 FINANCE
26/27.136.1 Approval of Payments:
26/27.136.1.1 Mr Roy Wiseman to village caretaker tasks. Invoice to come
26/27.136.1.2 Maria Dyer office expenses from 8th October 2026. Invoice to come
26/27.136.1.3 Maldon District Council to Community Engagement (TRUCAM) Second Quarter July to September 2026 11 Hours. Invoice No.COL58595384 dated 7th October 2026 £592.81 (£494.01 net)
26/27.136.1.4 Royal British Legion Poppy Appeal to supply of type C Poppy Wreath with centre personalised to Cold Norton Parish Council. Invoice No.11 dated 9th October 2026 £27.00.

In previous years, the PC has also made a donation to The Poppy Appeal – in 2025 the wreath cost £25 and a donation of £75 was made giving a total of £100.

26/27.136.1.5 A&J Lighting Solutions Limited to replacement of streetlight No.9 (outside 21 Latchingdon Road) as pole housing the light had to be removed by UK Power Networks due to road traffic accident. Invoice No.40472 dated 12th October 2026 £1,214.40 (£1,012.00 net). NB A claim for the full amount will be made to the driver's insurance company.
26/27.136.1.6 A&J Lighting Solutions to replacement of photocell to streetlight No.5 (corner of Latchingdon Road and Howe Green Road) . Invoice No.40473 dated 12th October 2026 £42.00 (£35.00 net)
26/27.136.1.7 Maldon & District Community Voluntary Services to Green Space Games session on Wednesday 28th October 2026. Invoice No.2354 dated 21st October 2026 £360.00.
26/27.136.1.8 Cllr Dixon to reimbursement of expenses for purchase of 3 bags of play quality bark for enclosed children's play area. Invoice dated 29th October 2026 £379.20 (£316.00 net)
26/27.136.1.9 Santander to monthly administration charge for business account (£9.99 plus charge for two cheques from allotments paid in @ 70p per cheque) 2nd September 2026 to 1st October 2026. Serial No.197398170 dated 14th October 2026. Direct Debit will be taken on 1st November 2026 £11.39.
26/27.136.1.10 Npower to streetlights for September 2026. Invoice No.IN16505311 dated 7th October 2026 £239.01 (£227.63 net). Was taken by direct debit on 21st October 2026.
26/27.136.1.11 BT phone & Wi-Fi at Village Hall for October 2026 Invoice No.MO54NK dated 13th October 2026 £57.54 (£47.95 net). Taken by direct debit on 27th October 2026.
26/27.136.1.12 HMRC to Tax/NI to tax quarter ending 5th October 2026 £1,136.91. Taken by direct debit on 22nd October 2026.

26/27.136.2 Financial Statement

Current balances:

Barclays 10 Day Notice as at 10th Sept 2026	**£**	**617.42**
Santander as at 2nd October 2026	**£**	**67,858.11**
	£	**68,475.53**

26/27.136.3 2026/27 ECC Locality Fund
To note: our application is being considered

26/27.136.4 Website
To note: updates needed. Awaiting costs, will be presented at meeting

26/27.136.5 CouncilWise Half-Year Subscription Offer 2026/27
To consider: above (forwarding by email)

26/27.136 6 Grants
Deferred to a future meeting

26/27.137 ACTIONS FROM THE MINUTES
To note: actions (forwarding buy email)

26/27.138. PLANNING
26/27.138.1 To consider Planning Applications received by the Parish Council:
26/27.138.1.1 26/00708/FUL PP-12243325 Land opposite Blubell Barn, Lower Burnham Road: erection of a farm shop incorporating a seafood counter and rural property office, together with associated access, parking and landscaping. (Demolition of existing building). Week No.43 dated 23 October 2026.

26/27.138.2 Planning Appeal Ref:6016681; 25/00388/FUL Great Canney Court, Hackmans Lane: addition of new building containing two dwellings to existing building containing flats and associated works.
Appeal start date: 8th October 2026; close date for representations 12 November 2026
To consider: if the Council wishes to make any comments or modify/withdraw comments already submitted by the Council (NB CNPC comments have already been forwarded to the Planning Inspector) forwarding by email.

26/27.138.3 Dengie Peninsula Energy Park
To consider: request from the Planning Inspectorate to inform the Scoping Opinion; close date 24 November 2026 (forwarding by email)

26/27.138.4 Maldon District Council Decisions
To note: decisions from w/e 9 October 2026 to w/e 30 October 2026 (forwarding by email

26/27.138.5 MDC Local Plan 2040
To note: work has started on above (forwarding by email)

26/27.139 PLAYGROUND
26/27.139.1 Playground
To note: three further bags of play bark installed.
To consider: quotes for works (forwarding by email)
26/27.139.2 Damaged Poplar Tree
To note: awaiting further quote

26/27.140 VILLAGE HALL
To receive: report re committee/trustees and way forward
.To discuss: internal works at VH, including the boiler and plumbing (forwarding by email)

26/27.141 CLERKS REPORT
Update at meeting

26/27.142 HIGHWAYS AND ROAD SAFETY
26/27.142.1 TRUCAM
To note: September report advised ten captures with 57mph recorded in a 40mph area & 49 mph in a 30mph area (forwarding by email)
26/27.142.2 Road Traffic Accident 15th August Latchingdon Road
To note: replacement light installed; driver's insurance company details still awaited

26/27.143 OPEN SPACE
26/27.143.1 Village Caretaker work
Report to come
26/27.143.2 Cowpiece
To receive: updates
26/27.143.3 Football in Playing Field
Update at meeting if available
26/27.143.4 FP14 near Church
To note: that due to cracks in the Church the Church has been closed to the public. Ropes have been put up to divert walkers, around the garden of remembrance, away from the Church. The PRoW Officer was notified who has advised that the correct action has been taken and a site visit will be undertaken ASAP.

26/27.144 TRAINING/CONFERENCES/MEETINGS

26/27.144.1 Local Council Collaboration Wednesday 21st October 2026

To note: Cllr Evans attended and has provided a report (forwarding by email)

To discuss/agree: report and way forward

26/27.144.2 Remembrance Sunday 8th November 2026 10.50am

To note: Cllr Mrs Luck will lay the wreath at a service to be held outside St Stephens Church

26/27.144.3 RCCE Finance & Policy Essentials for Village Halls Event Wednesday 18th Nov 2026

To note: further details awaited

26/27.144.4 Stow Maries Great War Aerodrome Joint Consultative Committee

To note: next meeting scheduled for Wednesday 2nd December 2026 10am online; Cllr Dixon to attend

26/27.145 CORRESPONDENCE/CONSULTATIONS

26/27.145.1 Maldon Parish & Town council Forum

To note: update on format; next Forum will be in February 2027 (forwarding by email)

26/27.146 LOCAL NATURE PLAN

26/27.146.1 Local Nature Plan (in relation to conserving biodiversity) for Cold Norton

To note: Cllr Mrs Gunn, Cllr Dixon & Clerk attended webinar run by RCCE (forwarding presentation by email)

To discuss: presentation and way forward/template

26/27.146.2 Environmental Collaboration Essex (ECE)

To note: summary of upcoming events/dates for diary (forwarding by email)

26/27.146.3 Environmental Collaboration Essex (ECE)

To note: Nature Discovery Day Wivenhoe 28th November 2026 (forwarding by email)

26/27.146.4 Environmental Collaboration Essex (ECE)

To note: notes from ECE meeting held on 13th October 2026 (forwarding by email)

26/27.146.5 Environmental Collaboration Essex (ECE)

To note: next ECE meeting is on 10th November 2026. Topic: Blue Steps: The Saffron Trail (forwarding by email)

26/27.147 PARISH COUNCIL WELFARE OFFICER

Report at meeting if available

26/27.148 SOCIAL EVENTS

26/27.148.1 Green Space Games

To note: report from summer events & costs for 2027 (forwarding by email)

To note: half term event held on Wednesday 28th October 2026 10am to 12noon; report awaited.

.

26/27.149 PARISH COUNCIL POLICIES

To adopt: Financial Regulations (forwarding by email)

To note: Data Protection Policy deferred to a future meeting

26/27.150 MDC Rest Centre Arrangements/MDC Emergency Planning Officer

To discuss: pending village hall being added to above, Cllr Evans has produced a draft CNPC Emergency Planning Paper (forwarding by email)

26/27.151 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).

26/27.152 LAST MEETING IN 2026

Wednesday 2nd December.

26/27.153 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