OLD NORTON PARISH COUNCIL

MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 7TH OCTOBER 2026 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

THOSE PRESENT: **Councillors**:

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

In attendance: Mrs M Dyer (Parish Clerk)

26/27.102 APOLOGIES FOR ABSENCE apologies were received and accepted from Cllr Jacklin & District Cllr Wiffen.

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.

Cllr Mrs Luck and Cllr Mrs Gunn declared an interest as Members of the Village Hall Management Committee.

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.

There were no Members of the Public present

26/27.105 MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL DATED 2ND SEPT 2026
Minutes of the ordinary meeting held on Wednesday 2nd September 2026 were approved as correct and were signed accordingly.

26/27.106 DISTRICT COUNCILLOR'S REPORT Members noted Cllr Wiffen's September report supplied by email.

26.27.107 COUNTY COUNCILLOR'S REPORT not available

26/27.108 NEIGHBOURHOOD WATCH REPORT/ POLICE MATTERS & ANTISOCIAL BEHAVIOUR
Reports not available

26/27.109 FINANCE

26/27.109.1 Approval of Payments:

26/27.109.1.1 Maria Dyer office expenses from 1st September 2026 to 7th October £68.86 (£67.86 net). Cheque No.912663

26/27.109.1.2 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 £905.08 (£754.23 net). Cheque No.912664

26/27.109.1.3 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). Cheque No.912665

26/27.109.1.4 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). Cheque No,912666

26/27.109.1.5 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). Cheque No.912667

26/27.109.1.6 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. Cheque No.912668

26/27.109.1.7 Cllr Dixon to reimbursement of expenses for travel to/from Great Dunmow for training course (£25.30) and for purchase of 2 bags of play quality bark for enclosed children's play area.(£262.80) Invoice dated 1st October £288.10 (£244.30 net). Cheque No.912669

26/27.109.1.8 Cllr Mrs Luck to reimbursement of expenses for repair to window at village hall. Invoice darted 2nd October 2026 £240.00 (£200.00 net). Cheque No.912670

26/27.109.1.9 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. Cheque No.912671

26/27.109.1.10 Santander to monthly administration charge for business account 2nd August 2026 to 1st September 2026. Serial No.196986961 dated 15th September 2026. £9.99.Direct Debit taken on 2nd October 2026.

26/27.109.1.11 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.

26/27.109.1.12 Npower to streetlights for September 2026. Invoice No.IN16505311 dated 7th October 2026 £239.01 (£227.63 net). Will be taken by direct debit on 21st October 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.

26/27.109.1.14 Cold Norton Parochial Church Council (Cold Norton PCC) to use of The Beacon village magazine for Parish Council reports during financial year April 2026 to March 2027. Invoice dated 6th October 2026 £230.13. Cheque No.912672

26/27.109.1.15 Underhill Tree Consultancy to survey of various sites invoice No.0010-1-03 dated 7th October 2026 £650.00. Cheque No.912673

26/27.109.1.16 All staff costs October 2026 £970.13

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	**£**	**74,976.08**
	£	**75,593.50**

26/27.109.3 2026/27 ECC Locality Fund

Members noted details of application made to ECC Locality Fund.

26/27.109.4 External Audit

Members noted conclusion of the external audit and receipt of papers.

26/27.109.5 Website

Members approved quote for national mourning website landing page

ACTION: CLERK

26/27.109.6 CouncilWise Subscription Fees 2027/28
Members agreed to consider subscribing to CouncilWise when training courses for 2027/28 are available for review.

26/27.110 ACTIONS FROM THE MINUTES
Members noted

26/27.111. PLANNING
26/27.111.1 Planning Applications received by the Parish Council: the following were considered, and the responses were:

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.

Members recommended refusal of this development for the following reasons:

It is outside the development area. Site is not appropriate for the proposed development: for environmental and biodiversity reasons including the effect on wildlife, unsuitability of the road and access, tree loss and lack of amenities/infrastructure i.e. drainage, sewage, schools etc

Contrary to:

Policy S8 – Settlement Boundaries & the Countryside
Policy D1 – Design Quality & Built Environment
Policy D2 – Environmental impact of new development
Policy N2 – Natural Environment & Biodiversity
Policy I1 - Infrastructure & Services
Policy T2 - Accessibility

26/27.111.1.2 25/01119/OUTM 198 homes proposed in North Fambridge: Information had been supplied by North Fambridge PC re highway aspect of this application for CNPC to consider. As in the response submitted to MDC in March 2026 Cold Norton PC had recommended refusal of this application, expressing concerns in particular in relation to highways and infrastructure and the effect this development would have on neighbouring villages Members agreed that the following be submitted to MDC:

North Fambridge Parish Council (NFPC) made the Members of Cold Norton Parish Council (CNPC) aware of the report it commissioned through an independent transport planning consultant and the Members of CNPC would like it recorded that they support and are in agreement with the comments made by NFPC to MDC on 28th September 2026.

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 covering decisions advised from w/e 4 September to w/e 2 October 2026; a detailed list had been supplied to Members, which is summarised below:

26/00279/HOUSE Cold Norton
Erection of a part two storey, part single storey rear extension.
Tintagel 8 Howe Green Road Cold Norton Essex
(UPRN - 100090555048)
Mr Ben Davies **APPROVED**

26/00157/FUL **Cold Norton**
Subdivision of land into two plots; northern plot for re-siting of caravan (Class C1 use) and the creation of a new vehicular access onto Station Road, southern plot for erection of a new dwelling (Class C3 use) with associated parking and landscaping.
Caravan At Toad Hall Station Road Cold Norton
(UPRN - 010094637571)
Miss Rebekah Prince **APPROVED**

26/00500/RES **Purleigh**
Reserved matters application for the approval of all matters on approved planning application 25/00186/OUT(Outline application with all matters reserved for the erection of 1no dwelling)
Land At The Brambles Latchingdon Road Cold Norton
(UPRN - 010094638076)
Mr Wayne Stanley **APPROVED**

26/27.111.3 Dengie 'Garden of Essex'
Members noted Clerk had received a 'thank you' email from the writer who will be contacting the CPRE.

26/27.111.4 MDC Local Plan
Members noted MDC will be undertaking a new local plan.

26/27.112 PLAYGROUND & CAR PARK EXTENSION
26/27.112.1 Playground
Members noted that clearance of weeds in enclosed play area had been completed and two bags of play bark installed; new rota for weekly play inspection drawn up and that the September quarterly inspection had been carried out by OLP, report was awaited, but Cllr Jacklin had attended the inspection and has supplied his report to Members.
It was agreed that three further bags of play bark were required. Cllr Dixon to organise supply of play bark for work party to install on Saturday 24th October at 9am. **ACTION: CLLR DIXON/CLLRS**
Members noted that information from supplier re Sensory Panel had been received - to be added to inspection sheet. **ACTION: CLERK/CLLRS**
It was noted that the annual play inspection report and quarterly report to be considered/works agreed once quarterly report received, but in the meantime, Cllr Dixon would talk to a local contractor re the gate to the enclosed play area and perimeter fencing. **ACTION: CLERK/CLLR DIXON**

26/27.112.2 Willow Trees cut down and eco plugged on edge of Playing Field
Members noted that the contractor had removed regrowth and eco plugged willows stumps. Insurance company duly advised & acknowledgement received that their file is now closed.

26/27.112.3 Damaged Poplar Tree
Members discussed the costs and options and agreed that the tree should be pollarded. Revised quote to be obtained. **ACTION: CLERK/CLLR DIXON**

26/27.112.4 Shelter for preschool outdoor play area
Members discussed request; Clerk to follow up as discussed **ACTION: CLERK**

26/27.113 VILLAGE HALL
Members noted that the window broken in The Les Barclay Room had been replaced.
Cllr Mrs Luck gave a report on the RCCE training session attended with the new VHMC Treasurer; no further volunteers had come forward. Options were outlined – further information needed to progress.
ACTION: CLERK

26/27.114 CLERKS REPORT
Updates included within other agenda items

26/27.115 HIGHWAYS AND ROAD SAFETY
26/27.115.1 TRUCAM
Members noted that in August there were eight captures (over 4 hours) with 53mph recorded in 40mph area

26/27.115.2 The 99 Bus Shopper Service (result of 'Love Your Bus' Grant)
Members noted details are now posted on all four noticeboards, on the PC website and in the October issue of The Beacon.

26/27.115 3 Road Traffic Accident 15th August Latchingdon Road
Members noted that an order had been placed for a replacement light on the new pole installed by UK Power; driver's insurance company details still awaited

26/27.116 OPEN SPACE
26/27.116.1 Village Caretaker work
Report not available

26/27.116.2 Cowpiece
Nothing to report

26/27.116.3 Football in Playing Field
Football team has returned for the new season

26/27.116.4 Allotment Site
Members noted that regarding the vegetation at rear of site the resident had been advised of works undertaken
Members noted that a meeting is to be requested with allotment holders regarding plans for rear of site

26/27.117 TRAINING/CONFERENCES/MEETINGS
26/27.117.1 EALC AGM Tuesday 15th September 2026
Clerk attended and gave a short report to Members at the meeting.

26/27.117.2 EALC HR Course Monday 28th September 2026
No one was available to attend

26/27.117.3 Stow Maries Great War Aerodrome Joint Consultative Committee
Members noted Minutes from 27th May 2026 and 17th September 2026 plus reports. Cllr Dixon had attended the 17 September meeting
Members noted that the next meeting is scheduled for Wednesday 2nd December 2026 10am online.
Cllr Dixon plans to attend. **ACTION: CLLR DIXON**

26/27.117.4 Local Council Collaboration Wednesday 21st October 2026 7.45pm Little Baddow
Cllr Evans plans to attend – tbc **ACTION: CLLR EVANS**

26/27.117.5 Remembrance Sunday 8th November 10.50am
Cllr Mrs Luck to lay wreath at St Stephens Church on behalf of all village residents
ACTION: CLLR LUCK

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

26/27.118 CORRESPONDENCE/CONSULTATIONS
None received.

26/27.119 LOCAL NATURE PLAN
26/27.119.1 Thirty for 30: Thirty Actions for Nature Recovery by 2030 Leaflet
Nothing to report

26/27.119.2 National Emergency Briefing – Online Film
Nothing to report

26/27.119.3 Local Nature Plan (in relation to conserving biodiversity) for Cold Norton
Members noted offer of support from RCCE and details of webinars. Cllr Dixon to attend the 7pm session on 19th October and Cllr Mrs Gunn and Clerk to attend the 2pm session on 22nd October.

ACTION: CLLRS GUNN/DIXON/ CLERK

26/27.119.4 Environmental Collaboration Essex (EC Essex/ECE)
Members noted receipt of notes from 8th September meeting (Challengers of Modern Farming) and links to the recordings of the presentations.

26/27.119.5 Environmental Collaboration Essex (EC Essex/ECE)
Members noted details of upcoming meetings & Discovery Days.

26/27.120 PARISH COUNCIL WELFARE OFFICER
Nothing to report

26/27.121 SOCIAL EVENTS
26/27.121.1 Green Space Games
Members noted that an event had been 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 a future meeting.

26/27.123 VILLAGER OF THE YEAR
Members noted that the shield is now full. Clerk outlined costs for a new shield and alternative option of a certificate. Members discussed; to be reconsidered at a future meeting.

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).

Concern was expressed that electric motorbikes are being ridden on the bridlepath.

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.

There were no Members of the Public present

26/27.128 CO-OPTION TO PARISH COUNCIL

There were no applications to consider

There being no further business the meeting was closed at 10.10pm

Chairman…… Date…….