

# WEST HANNINGFIELD PARISH COUNCIL NEWSLETTER

Winter 2024 Issue 18

## Parish Council Funding – The Precept

Financing the Parish Council -

Figures, funding  
and how it's calculated...

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# West Hanningfield Parish Council Newsletter

**In this Winter edition some interesting news...**

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## WEST HANNINGFIELD PARISH COUNCIL



The Parish Council meet on the second Monday of each month; agendas are available on the website or notice board or by contacting the clerk three days prior to each meeting. Members of the public are very welcome to attend meetings and may address the Council at the start of the meeting during the public session.

|                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | Cllr Karen Jones—Chairman, Planning Officer<br>Karen.jones@whpc.org.uk                                                                                                                                                                                                                                                                                                                                                             |
|    | Cllr Paul Galley<br>paul.galley@westhanningfield-pc.gov.uk                                                                                                                                                                                                                                                                                                                                                                         |
|   | Cllr Thelma Alexander                                                                                                                                                                                                                                                                                                                                                                                                              |
|  | Cllr Paul Brand—Planning Officer<br>paul.brand@whpc.org.uk                                                                                                                                                                                                                                                                                                                                                                         |
|  | Cllr Peter Scanes<br>peter.scanes@ersthanningfield-pc.gov.uk                                                                                                                                                                                                                                                                                                                                                                       |
|  | Cllr Tina Markham<br>tina.markham@westhanningfield-pc.gov.uk                                                                                                                                                                                                                                                                                                                                                                       |
|  | Cllr Lynne Darg<br>lynne.darg@westhanningfield-pc.gov.uk                                                                                                                                                                                                                                                                                                                                                                           |
|  | VACANCY                                                                                                                                                                                                                                                                                                                                                                                                                            |
|  | Miss Lucy White, CiLCA, BA (Hons)<br>Parish Clerk & Responsible Financial Officer<br>clerk@westhanningfield-pc.gov.uk<br>07873 708275<br><br>Articles not written by the Parish Council are not necessarily the opinion of the Parish Council and they accept no responsibility for their content.<br>The Parish Council acknowledges the use of pictures provided by Freepik <a href="http://www.freepik.com">www.freepik.com</a> |



## CHAIRMAN'S REPORT—Cllr Karen Jones

Firstly, a belated happy new year to you all.

My report is a brief one as I currently don't have much to update you with just at the moment. The Parish Council is currently busy with a number of projects and so I hope to be able to provide some news on these next time.

However, I do have a concern to bring to your attention; there have been a number of road incidents in West Hanningfield recently. The ones that have been brought to the attention of the Parish Council have all involved vehicles driving too fast around horses and there was one particularly nasty incident where a horse was injured. Whilst I realise that the vehicles and drivers involved may not be residents of West Hanningfield, it seemed prudent to remind everyone to drive carefully around horses and also set out the revised rules in The Highway Code as residents may not be aware of the changes.



There was a significant change to The Highway Code, which came into effect on 29 January 2022, and there is now updated guidance on safe passing distances – along with the addition of the speeds for people driving or riding a motorcycle when overtaking vulnerable road users. The revised Highway Code has also established a new hierarchy

of road users to provide better protection to vulnerable road users such as horse riders.

Road users are now directed to pass people riding horses or driving horse-drawn vehicles at speeds under 10 mph and allowing at least 2 metres (6.5 feet) of space and is a change to the instruction in the previous addition of The Highway Code, which was to pass wide and slow. Equestrians are considered vulnerable and equal to cyclists on the revised hierarchy of road users, being some of the most at risk of injury in the event of a collision and drivers and motorcycle riders can be prosecuted for performing careless or dangerously close passes on them.

Keep driving safely everyone...

Best regards  
Cllr Karen Jones  
Chairman



# Clerk's Report – Lucy White

## Financing the Parish Council

### Parish Council Funding – The Precept

The Precept is a tax, included within the local Council Tax, which enables the Parish Council to perform its functions.

Parish Councils can apply for other funding such as grants and funding awards, generally for specific projects, but they do not receive funds directly from central Government.



### How is the Precept Calculated?

The Parish Council is required (in law) to agree a budget before it can set its Precept and both must be agreed by the full Parish Council.

Once the Parish Council has forecast its budget requirements for the following financial year, it requests this funding from its 'local billing authority' – in our case, Chelmsford City Council – in the form of the Precept.

Chelmsford City Council then converts the Precept into an amount per Council Tax payer that is added to the Council Tax bill (according to the property band) for all the dwellings within the Parish area.

### The Tax Base

The Tax Base is produced from the Council Tax system at Chelmsford City Council which gives a list of all the properties in each town or parish in the District. It then adjusts this to take into account any discounts that are given, for example, single occupancy, second homes or homes that are empty or exempt.

The properties are then translated in to Band D equivalents using the following ratios:

|        |                 |
|--------|-----------------|
| Band A | 6/9             |
| Band B | 7/9             |
| Band C | 8/9             |
| Band D | 9/9 (base line) |
| Band E | 11/9            |
| Band F | 13/9            |
| Band G | 15/9            |
| Band H | 18/9            |

For example Band A is six-ninths of Band D and Band H is twice Band D.

Finally, the estimated number of B and D equivalents to be built in the year are added to the list. This then gives the total number of Band D equivalent properties to use for the Tax Base.

The Tax Base is used to calculate the Band D charge for each town or parish which is done by dividing the total Precept requirement by the Tax Base. This figure will be compared with the previous year's Band D charge and supplied to the Parish. For instance, for the 2023-2024 financial year for West Hanningfield, the Tax Base was 539.10, but the estimated Tax Base for 2024– 2025 is 552.87.

There are a number of reasons why the Tax Base changes. It can go up if more homes are created, but it can go down due to more properties in the town or parish claiming for discounts – most commonly an increase in the number of properties claiming the single occupancy discount. Other factors will include homes being demolished, becoming empty, becoming second homes, boundary changes or even a change in collection date.

I can now advise parishioners that the Parish Council has resolved to set the precept at £31,212—an increase of 2%, which is a 0.14% DECREASE for a Band D property due to the increase in the Council Tax Base.

Lucy White, CiLCA  
Parish Clerk & Responsible Financial Officer



## ESSEX COUNTY COUNCIL—COUNCILLOR IAN GRUNDY

The recent spell of wet weather created huge extra pressures for our Highways team. In one 24-hour period we received around 800 enquiries covering flooding and wind damage – more than four times the amount earlier in the month! One night we cleared some 75 fallen trees across the county and have been continuing to clear up ever since – its amazing the numbers involved in total. Overall, the team have kept the county's roads moving safely and deserve our thanks. Let's hope the weather is kinder to us over the next few months, roll on spring!

You may have noticed there is going to be a purge on the collection of food waste. Every council in the county will be taking part to encourage residents to reduce the amount of food that is thrown away. Food waste makes up roughly 25% of the waste found in our black bins contributing to climate change and of course a waste of money. It is suggested in the UK we throw away 4.5 million tons of food that could have been eaten. When food goes to landfill it releases methane, a harmful gas that contributes to climate change. It is also costing us taxpayers millions of pounds to dispose of – the message is recycle your food waste.

Its this time of year we prepare budgets and no surprise there will be some tough decisions to be made. We remain committed to a balanced budget and prioritising those vulnerable children and our older people.

As always, if I can help on an issue please let me know.

Cllr Ian Grundy Email: [cllr.ian.grundy@essex.gov.uk](mailto:cllr.ian.grundy@essex.gov.uk) Tel: 07920 286384

## FINANCE

1st April 2023 to date

| Expenditure (Net)                          |           | Income                                            |            |
|--------------------------------------------|-----------|---------------------------------------------------|------------|
| Staffing Costs (Salary, Tax, NI & Pension) | £5,758.44 | Chelmsford City Council (Precept)                 | £15,237.00 |
| WFH Allowance                              | £280.00   | EALC (Training Bursary)                           | £315.00    |
| Clerk's Mileage                            | £54.54    | Chelmsford City Council (Precept)                 | £15,237.00 |
| Grass Cutting                              | £2,879.00 |                                                   |            |
| General Maintenance                        | £496.50   |                                                   |            |
| Annual Inspection                          | £290.50   |                                                   |            |
| Northumbrian Water Rent                    | £89.00    |                                                   |            |
| Hall Hire                                  | £246.00   |                                                   |            |
| Insurance                                  | £1,284.84 |                                                   |            |
| Audit                                      | £640.00   |                                                   |            |
| Telephone / Internet                       | £141.90   |                                                   |            |
| Affiliation Fees                           | £415.88   |                                                   |            |
| Training                                   | £395.00   |                                                   |            |
| Administration                             | £659.96   |                                                   |            |
| Professional Fees                          | £650.00   |                                                   |            |
| Newsletters                                | £800.00   |                                                   |            |
| Payroll                                    | £80.00    |                                                   |            |
| Website Hosting                            | £590.00   |                                                   |            |
| Security                                   | £3,325.00 |                                                   |            |
| Village Hall Project                       | £1,092.12 |                                                   |            |
|                                            |           | <b>Funds are held for the following projects:</b> |            |
|                                            |           | Reserves                                          | £9,781.48  |
|                                            |           | Unplanned / Emergency Works                       | £700.00    |
|                                            |           | CCTV                                              | £3,529.00  |
|                                            |           | Children's Play Equipment                         | £3,529.71  |
|                                            |           | Community Grant Fund                              | £400.00    |
|                                            |           | Community Improvements (Defib / Notice boards)    | £3,100.00  |
|                                            |           | Village Hall Project                              | £15,229.88 |
|                                            |           | <i>Lucy White</i> —Responsible Financial Officer  |            |

## PLANNING APPLICATIONS RECENTLY CONSIDERED BY THE PARISH COUNCIL

Demolition of existing dwelling and livery buildings and erection of 3x three bedroom bungalows with amenity space.  
Land East Of Riddens Croft West Hanningfield Road Great Baddow Chelmsford  
Ref. No: 23/01169/FUL—*SUPPORTED*

Retrospective application to reposition vehicular access  
Oaklands Downham Road Stock Ingatestone Essex CM4 9RB  
Ref. No: 23/01076/FUL -*NO OBSERVATIONS*

Proposed new outbuilding to form a home office and gym space.  
Sweetdrops Lower Stock Road West Hanningfield Chelmsford Essex CM4 9RD  
Ref. No: 23/01187/FUL—*NO OBSERVATIONS*

Demolition of Existing Stables and Barn and Construction of New Stables, Hay Pole Barn and Manege  
Gay Bowers Farm Bakers Lane West Hanningfield Chelmsford Essex CM2 8LD  
Ref. No: 23/00744/FUL  
*The Parish Council supports the comments made by ECC Historic Environment Branch available to view on Chelmsford City Council Panning Portal.*

Retrospective change of use from agriculture to car storage and repair (Class B2)  
Tinsley Farm Blind Lane West Hanningfield Chelmsford Essex CM2 8UF  
Ref. No: 23/01267/FUL  
*The Parish Council echoes the conditions placed upon planning application 23/01106/FUL, namely that the building shall only be used for car storage (principal use) and ancillary repair works in association with that primary use and for no other purpose (including any other purpose in Class B8 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended) (or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification).*

Proposed timber gates across existing access  
Kents Farm Kents Farm Lane West Hanningfield Chelmsford Essex CM2 8XG  
Ref. No: 23/01371/FUL—*SUPPORTED*

Retrospective permission for outbuilding  
Brick House Farm Lower Stock Road West Hanningfield Chelmsford Essex CM2 8UY  
Ref. No: 23/01361/FUL—*NO OBSERVATIONS*

Conversion of existing garage to offices and utility room  
Willow Ridge Hall Lane West Hanningfield Chelmsford Essex CM2 8FN  
Ref. No: 23/01424/FUL—*NO OBSERVATIONS*

G2 - Hornbeam x3 adjacent to Plot 15-19 - Pruning to a suitable growth point reduce back the hornbeam by a maximum of 2m, maintaining a natural crown shape to ensure 2.5m clearance from the roof of the caravan. Reason: The branches are beginning to encroach upon the roof of the caravan and liable to cause damage. pruning to give clearance will alleviate this issue.  
Temple Grove Park, Bakers Lane, West Hanningfield, Chelmsford CM2 8LQ  
Ref. No: 23/05205/TPO—*NO OBSERVATIONS*

Replacement dwelling with widening of access.  
Applegate House Church Lane West Hanningfield Chelmsford Essex CM2 8XD  
Ref. No: 23/01741/FUL  
*OBJECTION: Regarding the Biodiversity and Geological section of the application, it states 'no' to there being any important habitats nearby or on the site which is incorrect. There is the potential for there to be bats in the belfry and possibly newts and owls in the pond some 50m from the site. Consideration should be given to a full conservation survey. Additionally, sufficient off-street parking should be considered since the area outside the boundary is used by the congregation of the neighbouring Church. Finally, the Parish Council objects on the grounds that the balcony will overlook neighbouring properties.*

Erection of bungalow with associated works including parking  
Land Adjacent To Bungalow At Stock Hill Farm Stock Road Stock Ingatestone Essex  
Ref. No: 23/01833/FUL—*NO OBSERVATIONS*

# CALLING COMMUNITY HEROES!

## Could you be a Councillor?



**There is currently one space on the Parish Council. Would you consider being co-opted? If so, don't delay—there is only one space available!**

Are you interested in local affairs?

Want to know more?

Here is the small print:

As a Parish Councillor, you would become a voice for West Hanningfield. Councillors are the heroes of their community investing time in local projects and resolving issues to the benefit of residents and the environment.

### What's Involved?

Local councillors' responsibilities fall into three main categories:

- ◇ Monitoring budgets
- ◇ Taking part in decision making
- ◇ Getting involved locally

To be a member of West Hanningfield Parish Council you need to:

- ◇ Register your interests
- ◇ Adhere to a Code of Conduct
- ◇ Undertake training
- ◇ Have time

**To be come a Member of West Hanningfield Parish Council , you must meet certain criteria:**

- You must be over 18 years of age.
- You must be a British citizen, an eligible Commonwealth citizen or a citizen of any member state of the European Union.
- You must be either an elector for West Hanningfield, or have either owned property, lived or worked in the area or within 4.8kms of the boundary of West Hanningfield.
- You must not work for the Parish Council.
- You must not have been declared bankrupt within the last 5 years.
- You must have not been sentenced to a term of imprisonment of 3 months or more (including a suspended sentence) without the option of a fine, during the last 5 years.
- You must not be subject to the notification requirement of Part 2 of the Sexual Offences Act 2003.
- You must not hold a politically restricted post for another authority, and you must not have not been disqualified under any legislation relating to corrupt or illegal practices.