WEST HANNINGFIELD PARISH COUNCIL

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AGENDA

PARISH COUNCIL MEETING
13th October 2025
SOUTH HANNINGFIELD VILLAGE HALL SMALL HALL

7.30pm

Councillors: You are hereby summoned to attend a Meeting of the Parish Council to be held at South Hanningfield Village Hall on the 13th October 2025 at 7.30 pm to transact the business detailed below.

Members of the Public: In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public wishing to address the Council have the opportunity to do so during the Public Forum. However, also in accordance with The Public Bodies (Admissions to Meetings) Act 1960, the public may be excluded whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

Lucy White – Clerk
8th October 2025

AGENDA

Before the start of business, the Chairman will remind attendees to turn off or silence mobile phones, and will ask that anyone intending to record or broadcast the meeting declare this at the outset. This is to ensure transparency and to allow members of the public the opportunity to avoid being filmed or recorded if they wish.

142/25 – Apologies for Absence
To receive and approve any apologies for absence.

143/25 – Declarations of Interest
At this point, all Members are to be reminded that they must disclose any interests they have in items of business on the meeting's agenda either at this point or during the agenda item. If not already done so, they are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting.

144/25 – Admission of the Public
In accordance with the Public Bodies (Admission to Meetings) Act 1960, Members to resolve whether to exclude members of the public from any part of the meeting.

145/25 – Public Forum
The Chairman will allow members of the public up to 15 minutes to raise matters relevant to the Parish, which may be answered immediately or referred to a future agenda. This period may be extended at the Chairman's discretion.

146/25 – Approval of Minutes
The minutes of the meetings held on the 8th September 2025, 11th August 2025 and 14th July 2025 to be approved.

147/25 – Report from Essex County Council
Cllr Dobson to report.

148/25 – Report from Chelmsford City Council
Cllr Dobson to report.

149/25 – Planning
Members to consider the following planning applications and agree any comments to be submitted.

Removal of condition 2 to approved planning application 23/01741/FUL (Replacement dwelling with widening of access) Addition of 2No. lantern rooflights to rear flat roofs, as well as 2No. Velux rooflights to front hipped roof over lounge and first floor window to side extension to be obscure glazed fixed non-opening
Applegate House Church Lane West Hanningfield Chelmsford Essex CM2 8XD
Ref. No: 23/01741/S73

Proposed new front boundary treatments with proposed new vehicle entrance gates and new pedestrian gate with brick piers and associated soft landscaping (hedgerows)
Applegate House Church Lane West Hanningfield Chelmsford Essex CM2 8XD
Ref. No: 25/01321/FUL

Members to discuss the following appeal:

LOCATION:	Land North West Of Doylands Farm Helmons Lane West Hanningfield Chelmsford
APPELLANT:	Mr John Cooper
PROPOSAL:	Erection of Stables for Equestrian Use with Associated Hardstanding for Vehicular Access
APP'N REFERENCE:	25/00113/FUL
APPEAL REF:	APP/W1525/W/25/3372796

150/25 – Finance
The following payments to be approved / noted:

04/09/2025	Mark Henderson	Groundswork	£2,952.00
05/09/2025	Top to Toe	Play Inspections	£157.50
11/09/2025	Miss L White	Repay iro Printer Ink	£130.96
17/09/2025	Nest	Clerk's Pension	Confidential
20/09/2025	Miss L White	Clerk's Salary	Confidential
23/09/2025	O2	Telephone	£15.00
30/09/2025	PKF Littlejohn	External Audit Fee	£252.00
30/09/2025	South Haningfield Village Hall	Hall Hire	£45.00
30/09/2025	Ahead4	Domain Name	£10.79
30/09/2025	Wallace Arboriculture & Groundcare	Groundswork	£265.84
30/09/2025	Sue Lees Consultancy	Accessibility Software	£390.00
30/09/2025	S-Type Security	Security	£588.00

30/09/2025	Mayor Cuttle	Payroll Fee	£102.00
30/09/2025	Unity Trust Bank	Service Charge	£6.00

VAT on above transactions totals £158.80

Members to note the following income:

26/09/2025	Chelmsford City Council	50% Precept	£16,191.00

To receive and note the External Auditor's Report and Certificate for the year ending 31 March 2025 and to approve publication of the Notice of Conclusion of Audit idefinitely.

Members to agree the bank reconciliation, which must then be signed by a Member who is neither the Chairman nor an authorised bank signatory.

Members to consider and agree the budget.

151/25 – Play Area Development Working Group
Cllr Scanes to report.

152/25 – Village Hall & Recreation Ground / Play Area Lease
Cllr Scanes to report.

154/25 – Assets of Community Value
Regarding The Three Compasses application, Cllr Brand to report.

155/25 – Chess Homeless, Stock Road
Members to consider reports of community concerns relating to behaviour near the Chess building and to consider liaison with relevant agencies

141/25 – Members Invited to Share Any Other Business (NO RESOLUTIONS)