



WEST HANNINGFIELD PARISH COUNCIL

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MINUTES of an ordinary Parish Council Meeting 9th February 2026 at 7.30pm

Meeting held at South Hanningfield Village Hall

Present:

Cllr K Jones (Chairman)
Cllr P Galley
Cllr T Morrissey

Cllr P Brand
Cllr P Scanes
Miss L White (Clerk)

Cllr L Darg
Cllr H Holman

Before the start of business, the Chairman requested all mobile phones be switched to silent and asked if anyone had any intention of recording the meeting. No one had the intention to record the meeting.

20/26 – Apologies for Absence

It was resolved to accept apologies for absence from Cllr Alexander.

21/26 – Declaration of Interests

Members were reminded of their obligations to declare interests and notify the Monitoring Officer where required. Cllr Galley declared an interest in agenda item 27/26, specifically planning application 26/00075/FUL and Cllr Darg declared an interest in agenda item 27/26, specifically planning application 25/01771/FUL.

22/26 – Admission of the Public

It was agreed that all business be conducted in open session.

23/26 – Public Forum

No members of public were present.

24/26 – Approval of Minutes

It was resolved to approve the minutes of the two meetings held on the 12th January 2026.

25/26 – Report from Essex County Council

Cllr Dobson was unable to attend the meeting.

26/26 – Report from Chelmsford City Council

Cllr Dobson and Cllr Taylor were unable to attend the meeting.

27/26 – Planning

Members considered the following planning applications and agreed the comments to be submitted:

Application: Proposed new outbuilding, swimming pool and pond to the rear garden with associated landscaping

Location: Applegate House, Church Lane, West Hanningfield, Chelmsford, Essex, CM2 8XD

Reference: 25/01771/FUL

Comment: Members did not support the application and requested that the Clerk contact Chelmsford City Council Planning Department to ascertain the current position and proposed course of action in relation to the outstanding enforcement matters at the property.

Application: Variation of Condition 2 to approved planning application 25/00850/FUL (Erection of a bungalow) – increase in footprint

Location: Land adjacent to bungalow at Stock Hill Farm, Stock Road, Stock, Ingatestone, Essex

Reference: 25/00850/S73

Comment: Application supported.

Application: Two-storey rear extension, single-storey rear extension and front porch extension with garage attached to the house, including alterations to fenestration

Location: Shepherds Croft, Church Road, West Hanningfield, Chelmsford, Essex, CM2 8UJ

Reference: 26/00016/FUL

Comment: Application supported.

Application: Two-storey rear extension, front and rear dormer window extensions, and fenestration alterations

Location: Lenada, Ship Road, West Hanningfield, Chelmsford, Essex, CM2 8UZ

Reference: 26/00075/FUL

Comment: Members noted that a previous application had been refused. This revised application was considered acceptable and was supported.

Application: Proposed single-storey front and rear extensions

Location: Long Ley, Bakers Lane, West Hanningfield, Chelmsford, Essex, CM2 8LE

Reference: 26/00032/FUL

Comment: Application supported.

28/26 – Sandon Brook Solar Farm – Community Benefit

The Clerk reported that she had followed up with Low Carbon Limited regarding the Parish Council's query as to whether the proposed apportionment of the community benefit with East Hanningfield Parish Council was accurate. Members also expressed disappointment that East Hanningfield Parish Council was not willing to accept a smaller share of the community benefit than that offered.

29/26 – Finance

a) **It was resolved** to approve the following payments:

16/01/2026	Nest	Clerk's Pension	Confidential
23/01/2026	O2	Telephone	£15.00
29/01/2026	Sue Lees Consultancy	Maintenance Fee	£40.00
29/01/2026	Miss L White	Clerk's Salary	Confidential
29/01/2026	HMRC	PAYE	Confidential
31/01/2026	Unity Trust Bank	Service Charge	£6.00
VAT on above transactions totals £0.00			

- a) **It was resolved** that West Hanningfield Parish Council set its precept for the financial year 2026/2027 at £34,002.00. This represents a 2.65% increase for a Band D property, equating to an annual increase of £1.51, resulting in a total annual charge of £58.55, or an increase of £0.13 per month.
- b) The Reserves Policy was reviewed and **it was resolved** that the Council's general reserves be maintained at approximately two-thirds of the annual precept.
- c) The Grants Policy was reviewed and **it was resolved** that the grants budget be set at £400.00 for the financial year 2026/2027. The Clerk reported that, following changes in

legislation, churches may be eligible to apply for grants payable under the powers of Section 137 of the Local Government Act 1972, where the expenditure can be justified as providing a community benefit, such as the maintenance of a heritage site, recreational use, or where the facility is publicly accessible and the funding is not for religious purposes.

30/26 – Recreation Ground & Play Area

The Clerk reported that little progress had been made on the renewal of the lease but would continue to follow up to bring the matter to a conclusion. The Clerk had also reported to Savills, agents for Northumbrian Water, that the Parish Council would like at least access over the car park included in the new lease. It was noted that, in the event the Village Hall charity were to fold, the Parish Council would like the opportunity to consider taking over the lease entirely.

Access to the play area via vehicles was discussed. The Clerk reported that the new Village Hall trustees had agreed to use an FB1 lock, which the Clerk will supply. This will allow contractors to access the play area without needing to park on the road when carrying out inspections, repairs, and maintenance. However, the trustees had not agreed to provide full vehicular access for visitors using the recreation ground and play area, due to concerns about fly-tipping.

The Clerk continues to chase Wicksteed to improve the safety matting in the play area.

31/26 – Assets of Community Value

Regarding the registration of the Three Compasses, Cllr Brand reported that he anticipated submitting the application in the near future.

32/26 – Members Invited to Share Any Other Business (NO RESOLUTIONS)

Cllr Holman raised matters relating to road repairs, and Cllr Brand made comments on planning matters.

33/26 – Staffing Matters

As a new Clerk had not yet been appointed, **it was resolved** that the current Clerk continues in post, reducing to four hours per week in the short term. She is to remain on the payroll, and all other terms and conditions are to remain unchanged.

The meeting was closed at 8.42pm.