



WEST HANNINGFIELD PARISH COUNCIL

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AGENDA

ORDINARY PARISH COUNCIL MEETING

8th June 2026

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 8th June 2026 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
3rd June 2026

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.

96/26 – Apologies for Absence

To receive and approve apologies for absence.

97/26 – Declarations of Interest

To receive any Disclosable Pecuniary Interests or other interests.

98/26 – Exclusion of the Press & Public

To consider, and if appropriate resolve, in accordance with the Public Bodies (Admission to Meetings) Act 1960, whether the public and press should be excluded from any part of the meeting due to the confidential nature of the business to be transacted.

99/26 – Public Forum

The Chairman to allow a maximum of 15 minutes for members of the public to address the Council (this may be extended at the discretion of the Chairman).

100/26 – Approval of Minutes

To approve the minutes of the meeting held on 11th May 2026.

101/26 – Report from Essex County Council

Cllr Clark to report.

102/26 – Report from Chelmsford City Council

Cllr Dobson/Cllr Taylor to report.

103/26 - Policies and Procedures

The following to be reviewed and adopted:

- Personnel Committee Terms of Reference
- Artificial Intelligence (AI) Strategy
- Artificial Intelligence (AI) Policy

104/26 – Planning

Members to consider and agree comments to be submitted to Chelmsford City Council in respect of the following planning applications:

Reference: 26/05094/TPO

Address: Gay Bowers Farm Bakers Lane West Hanningfield Chelmsford

Description of works: W1 - remove live trees below 300mm dbh where these have or are at risk of collapsing across existing paths, remove trees and shrubs below 70mm dbh within 2m of the centreline of existing paths to remove or prevent obstructions and crown lift branches of live trees to 3m over existing footpaths. Reason - General husbandry and routine maintenance.

Reference: 26/00602/FUL

Address: 1 Ship Cottages Stock Road West Hanningfield Chelmsford

Description of works: Part single storey, part two storey side and rear extension. Alterations to fenestration.

105/26 – Finance

To approve payments below and note VAT

11/05/2026	Top to Toe	Inspections (Play & Defib)	£157.50
11/05/2026	Top to Toe	Maintenance	£122.50
19/05/2026	Nest	Clerk's Pension	£35.05
26/05/2026	O2	Telephone	£17.50
29/05/2026	Miss L White	Clerk's Salary	£321.89
29/05/2026	HMRC	PAYE	£77.80
31/05/2026	Unity Trust Bank	Service Charge	£7.00
04/06/2026	Came & Co	Insurance	£1,420.29
VAT on above transactions totals £0.00			

Members to approve the bank reconciliation to 3rd June 2026.

106/26 – Recreation Ground & Play Area Lease

Note: The Council may resolve to exclude the public and press for this item if confidential or legally privileged information is discussed.

To consider matters relating to the lease.

107/26 – Assets of Community Value

To consider and, if thought fit, resolve that West Hanningfield Parish Council supports the nomination of The Three Compasses as an Asset of Community Value under the Localism Act 2011 and authorises the Clerk to submit the nomination to Chelmsford City Council on behalf of the Council..

108/26 – Chelmsford Association of Local Councils

To receive a report from Cllr Jones

109/26 – Members Invited to Share Any Other Business (NO RESOLUTIONS)