



WEST HANNINGFIELD PARISH COUNCIL

Telephone: 07873 708275
Email: clerk@westhanningfield-pc.gov.uk
Website: www.westhanningfield-pc.gov.uk



MINUTES an Ordinary Parish Council Meeting 8th June 2026 at 7.30pm

Meeting held at South Hanningfield Village Hall

Present:

Cllr K Jones (Chairman)

Cllr L Darg

Cllr T Morrissey

Cllr P Scanes

Cllr P Galley

Miss L White (Outgoing Clerk)

Mr O Hawkes (Incoming Clerk)

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.

91/26 – APOLOGIES FOR ABSENCE

Apologies for absence received and accepted from Cllr Brand and Cllr H Holman.

92/26 – DECLARATIONS OF INTEREST

Members were reminded of their obligations to declare interests and notify the Monitoring Officer where required. No interests were declared.

93/26 – ADMISSION OF THE PUBLIC

It was resolved that item 106/26 would be discussed in closed session.

94/26 – PUBLIC FORUM

No Members of Public were present.

95/26 – APPROVAL OF MINUTES

It was resolved to approve the minutes of the meeting held on the 11th May 2026.

96/26 – REPORT FROM ESSEX COUNTY COUNCIL

Cllr Clark was unable to attend the meeting.

97/26 – REPORT FROM CHELMSFORD CITY COUNCIL

Cllr Dobson provided a report covering the following matters:

Local Plan: The Local Plan has now been submitted. West Hanningfield remains unaffected, as the parish lies within the Green Belt. However, concerns were expressed regarding allocations affecting East Hanningfield. The plan proposes 4,500 additional houses, with East Hanningfield proposed to accommodate approximately 350 houses. The Council noted concerns regarding infrastructure implications (shops, schools, services), parking limitations, transport modelling (60% modal shift target for 1,275 houses per annum by 2041), and the impact on village character and green belt openness. The Committee does not support the proposed allocations in the Local Plan.

Speeding on Ship Road: Cllr Dobson raised the issue of speeding on Ship Road, which was noted by the Council.

Local Government Reorganisation: The new Essex County Council administration has written to government opposing the Local Government Reorganisation proposal, which has stalled at statutory stage and has not yet reached parliament.

Cllr Taylor were unable to attend the meeting.

98/26 – POLICIES AND PROCEDURES

The following policies and procedures were reviewed and adopted:

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

All agreed.

99/26 – PLANNING

The Council considered and agreed comments on the following planning applications:

26/05094/TPO – Gay Bowers Farm, Bakers Lane, West Hanningfield
General husbandry and routine maintenance works to trees.

No Objection

26/00602/FUL – 1 Ship Cottages, Stock Road, West Hanningfield
Part single storey, part two storey side and rear extension with alterations to fenestration.

No Objection

100/26 - FINANCE

The following payments were approved and VAT noted:

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	Confidential
26/05/2026 O2 Telephone	£17.50
29/05/2026 Miss L White Clerk's Salary	Confidential
29/05/2026 HMRC PAYE	Confidential
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

The bank reconciliation to 3rd June 2026 was noted and approved.

101/26 - RECREATION GROUND & PLAY AREA LEASE

This item was discussed in closed session.

102/26 - ASSETS OF COMMUNITY VALUE

It was resolved that West Hanningfield Parish Council supports the nomination of The Three Compasses as an Asset of Community Value under the Localism Act 2011, and the Clerk is authorised to submit the nomination to Chelmsford City Council on behalf of the Council. All agreed.

103/26 – CHELMSFORD ASSOCIATION OF LOCAL COUNCILS

Cllr Jones provided a report on the recent meeting of the Chelmsford Association of Local Councils. It was noted that planning matters are currently the principal issue affecting Chelmsford

parish councils. The CEO for Chelmsford City Council is expected to attend the next meeting of the Association. Members are invited to attend a meeting on 1st July (Wednesday) at 7.00pm at Little Baddow Memorial Hall.

104/26 – Members Invited to Share Any Other Business (No Resolutions)

There was nothing further to report.

There being no further business, the meeting closed at 20:36.

Chairman

Date