



WEST HANNINGFIELD PARISH COUNCIL

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MINUTES of an Ordinary Parish Council Meeting 14th September 2026 at 7.30pm

Meeting held at South Hanningfield Village Hall

Present:

Cllr Scanes (Chairman)
Miss L White (Clerk)

Cllr Alexander

Cllr Darg

Election of Chair

In the absence of the Chair and there being no Vice-Chair, nominations were invited for a Chair for the meeting.

It was resolved that Cllr Scanes be appointed Chair of the meeting.

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 person present indicated an intention to record the meeting.

129/26 – Apologies for Absence

It was resolved to accept apologies for absence from Cllr Brand and Cllr Galley.

130/26 – Declaration of Interests

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

131/26 – Exclusion of the Press & Public

All business was to be conducted in open session.

132/26 – Public Forum

No Members of Public were present.

133/26 – Approval of Minutes

It was resolved to approve the minutes of the meetings held on the 8th June 2026 and 19th August 2026.

The Clerk reported that, despite the meeting having taken place on 13th July 2026, the minutes of that meeting had not been made available by the outgoing Clerk and were therefore unavailable for consideration.

134/26 – Report from Essex County Council

Cllr Clark was unable to attend the meeting.

135/26 – Report from Chelmsford City Council

Cllr Dobson reported on the proposals for a new crematorium and associated facilities between Bakers Lane and the A12, with the main access to be from Stock Road.

It was reported that the new facility is intended to replace the existing crematorium in Chelmsford, which is nearing the end of its operational life and is increasingly unable to meet demand arising from population growth. The proposed development is expected to incorporate a number of environmental measures, including solar panels and electric vehicle charging facilities, and would be set back from the surrounding roads with significant tree planting and landscaping.

The proposals also include parkland, a memorial garden and a cemetery, with public access to the landscaped areas. Members discussed the potential impact on the surrounding area, including traffic and access arrangements.

136/26 – Planning

Members discussed and agreed comments to be submitted to Chelmsford City Council for the following application:

26/01030/FUL

Demolition of existing dwelling, garage, concrete store outbuilding and shed, and the construction of a replacement dwelling with an associated carport and store.

Hillside Cottage, Foxborough Chase, West Hanningfield, Chelmsford Ingatestone CM4 9RA.

COMMENT: Members concurred with the comments made by Essex County Fire & Rescue Service.

26/01105/FUL

Single storey ground floor rear extensions, replacement front porch, relocation of existing granary, internal and external alterations.

Kents Farm, Kents Farm Lane, West Hanningfield, Chelmsford Essex CM2 8XG

NO COMMENT

26/01106/LBC

Single storey ground floor rear extensions, replacement of front porch, relocation of existing granary, and internal and external alterations.

Kents Farm, Kents Farm Lane, West Hanningfield, Chelmsford Essex CM2 8XG

NO COMMENT

137/26 – Finance

The Clerk reported that the schedule of receipts and payments had not yet been prepared and would therefore be presented to the October meeting.

The Clerk further reported that the External Audit Report had been received, but had not been available prior to the publication of the agenda. The report would therefore be noted at the October meeting.

138/26 – Recreation Ground & Play Area Lease

The Clerk advised that, due to reduced working hours, she would request at the October meeting that a Councillor take responsibility for progressing the project.

It was noted that staff at Savills were currently on annual leave and, as such, there was no further update to report.

139/26 – Outstanding Matters

a) Potholes & Safety Concerns.

Members discussed outstanding potholes within the parish. It was noted that a number of

potholes had been filled by local residents, including potholes at the bottom of Holiday Hill.

b) Antisocial behaviour & Safety Concerns

Members discussed concerns regarding antisocial behaviour in the parish. It was noted that a resident had contacted Essex & Suffolk Water regarding the issue at Fisherman's Car Park. Members noted that action had been taken, including the installation of CCTV.

c) Public Health & Environmental Matters

Members discussed the ongoing issue affecting the oak trees in the picnic area and considered whether the problem was likely to have an ongoing impact. It was agreed that the matter should be considered further, with a tree survey to be included as an item for a future agenda.

140/26 – Members Invited to Share Any Other Business (NO RESOLUTIONS)

Members discussed the submission for registering The Three Compasses as an Asset of Community Value. It was noted that, following a recent change in legislation, it may no longer be necessary to submit an application in this case, notwithstanding that the City Council's online portal for submitting applications remains active.

There being no further business, the meeting closed at 8.16pm.