

SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of a council meeting held on Thursday 13th February 2025 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Huntington, Burgess, Graves, Coveley, Walker, Metcalfe, Lewis, Whitehead and Thurgood. Ten Parishioners were also in attendance and the Clerk kept the Minutes.

- 1. Apologies for Absence** – Councillors Elms and Vallis.
- 2. Disclosure of Interests** – Cllr Metcalfe declared a non-pecuniary interest on agenda item 6.2.
- 3. Public Participation** – Residents came to discuss speeding, the event which was held at the Beauvoir Arms on the 1st February 2025, fly-tipping and drainage problems. The Chairman reported that the Parish Council will be co-ordinating a meeting with the Proprietor of the Beauvoir Arms, and any resident who wishes to attend, please contact the Clerk. Cllr Thurgood reported on his recent efforts to reduce speed limits within the parish, and we are awaiting replies to our recent Local Highway Panel requests. He is currently in discussion with a representative at Chelmsford City Council to secure mobile camera equipment to assist with recording fly-tipping. The Chairman thanked residents for attending this evening.
- 4. Approval of Minutes dated the 9th January 2025** – Cllr Huntington proposed these were a true record, Seconded Cllr Thurgood.
- 5. Clerk and Councillors Report -**
 - 5.1 10 - The Clerk reported that Adam Pipe has kindly agreed to be our Guest Speaker at this years Annual Parish Meeting on the 16th May 2025.
 - 5.2 11.6 – The Clerk confirmed the first VE Day Working Party Meeting will be held on the 18th February 2025.
 - 5.3 5 – Cllr Thurgood confirmed he had sent Cllr Dobson details of our recent LHP requests.
 - 5.4 8 – Cllr Thurgood reported that we have not taken up the “Love

Your Bus Grant” as we are not in a position to fund the service for future years.

6. Planning -

6.1 24/00950/S73 – Land adjacent Sunnyside Cottage, Cumming Road, Downham – Variation of condition 1 to approved planning application 24/00950/REM (Application for reserved matters relating to 22/00965/OUT, Outline application for the construction of a new dwelling with a detached garage and formation of access. Access being sought, all other matters (appearance, landscaping, layout, scale) reserved for details of appearance, landscaping, layout and scale. 1) Repositioning of the dwelling: Moving the building approximately 3.5 metres forward towards the front boundary. 2) Utilisation of the roof space: incorporating first-floor accommodation through the addition of five dormer windows (three to the front, two to the rear). Wording of condition 1 to be amended to reflect the proposed changes to the approved scheme – No comment.

6.2 24/01754/FUL – Downham Hall, Castledon Road, Downham – Change of use of the South Wing of Downham Hall from residential use class C3 to hotel accommodation class C1. Erection of a two-storey rear extension to the main property and change of roof material on rear conservatory – Application withdrawn.

6.3 25/00047/FUL – Front Lodge, Ramsden Hall School, Ramsden Heath – Change of use from Residential (Class 3) to an Educational Outreach Facility (F1(a)) – No objection.

6.4 24/01775/FUL – 34 School Road, Downham – Two storey front extension with single storey rear extension and internal alterations. Alterations to roof including the addition of roof lights – No comment.

6.5 25/00103/FUL – Headmasters House, Ramsden Hall School, Heath Road, Ramsden Heath – Change of use of the headmasters’ house (Class C3) to student learning and accommodation place (C2) – No objection.

6.6 25/00096/FUL – 52 School Road, Downham – Existing garage lean-to roof replaced with pitch roof – No comment.

6.7 25/00166/CLEUD – The Old Windmill, South Hanningfield Road, South Hanningfield – Certificate of Lawfulness to regularise the use of an extension to customer car park on the western side of the property – Disappointed this work was carried out without seeking permission and request that no further work is actioned in this area.

7. Finance -

7.1 Ratify online payments; cheques; direct debits and Barclaycard payments – Proposed by Cllr Whitehead, Seconded Cllr Graves:

*Payment made under Section 137

ONLINE PAYMENTS		
R Thomason	Salary	£
HMRC	Tax	£
J Moule	Salary	£
Essex Pension Fund	Pension	£
HMRC	Tax & NI	£
Frontline Vehicle	Tracker renewal (Tractor)	£144.00
J Sewell	Flail hedge cutting	£200.00
AAC Essex	S/Pav cleaning	£189.01
A Moule	Maintenance	£
P James	Maintenance	£
RHVH*	Donation	£500.00
105373	Petty Cash	£46.05
BARCLAYCARD		
Adobe	Monthly subscription	£16.64
M Lucking & Son*	In Memory of Ian Grundy	£50.00
Asda/Tesco/Sainsburys	Christmas cheer/gratuities	£271.52
Amazon	Garden membrane/stakes	£150.96
Amazon	Danish oil/S/Pav toiletries	£100.12
Poundland	Viakal S/Pav	£6.00
DIRECT DEBITS		
Onecom	S/Pav phone	£18.54
EE	Mobile	£16.06
BT	Office line rental	£58.21
Eon	S/pav electricity	£358.95

7.2 Authority to Issue online payments – Proposed by Cllr Graves, Seconded Cllr Whitehead

RHVH	Office rent	£1050.00
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Glasdon UK	Replacement dog bin	£321.85
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7.3 31st January 2025 Month-End Accounts – There were no questions.

8. To discuss and agree two LHP Requests for reactivation of the Vehicle Activated Signs in School Road and Church Road – Cllr Thurgood would like full council’s agreement to request that both the VAS’s are reactivated, which were installed by ECC. All in favour.

9. To discuss the event which took place on the 1st February 2025 at the Beauvoir Arms – This matter was addressed under agenda item 3. Cllr Elms will contact the proprietor and request a meeting where residents can also attend.

10. Matters for Information -

10.1 Cllr Whitehead reported that the County Council Elections, which are due in May, have now been cancelled due to the Devolution and Local Government Reorganisation.

10.2 Cllr Burgess reported that the Forestry Commission have agreed to pay for the Oak Processionary Moth treatment.

10.3 Cllr Thurgood reported that a part of South Hanningfield Road will be closed between the 3rd and 5th March for road repairs and the paved area around the War Memorial will be worked on to accommodate easier access for the buses to turn, these works will be carried out between the 7th and 11th April 2025.

10.4 Cllr Thurgood reported that two PCSO’s attended the tea and cake afternoon in RHVH this week. They were asked to take a look at the parking situation in Church Road at School collection time.

10.5 Cllr Thurgood advised members that he and the Clerk received an email from the residents of 48 Downham Road, advising that ECC had still not carried out flooding repairs outside their property as promised. He referred them to Cllr Dobson.

10.6 Cllr Thurgood has requested that CCC secure some mobile cameras to help catch the excessive amount of fly-tips within the Parish.

10.7 The Clerk reported that Cllr Dobson should hopefully attend our Annual Parish Meeting in May.

10.8 The Clerk asked member’s for any Newsletter content before the 20th March 2025 please.

10.9 The Clerk reported that UK Power Network will need access to Norton Meadows, to cut back over hanging foliage. She asked them to action this when the ground improves.

10.10 The Clerk reported that she had received several more complaints regarding the overgrown brambles, which are now obstructing the footway outside 28 Allens Road. Members agreed for our grounds staff to clear the footway and the Clerk has emailed environmental services once more.

10.11 The Chairman reported that football has once again been cancelled due to weather conditions.

11. Date of next Meeting - The Clerk confirmed this will be Thursday 13th March 2025 commencing 7.45pm in Ramsden Heath Village Hall.

There being no further business, the meeting closed at 9.02pm.

Approved as a true record.

Signed.....Dated.....