

SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of a Council Meeting held on Thursday 14th May 2026 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Huntington, Burgess, Metcalfe, Lewis, Graves, Walker and Thurgood. Councillor Bonnett and 159 Parishioners were in attendance and the Clerk kept the minutes.

1. Apologies for Absence – Councillor Elms.

2. Disclosure of Interests – Cllrs Whitehead and Huntington declared non-pecuniary interests on agenda items 6.1 and 6.3.

3. Public Participation – All parishioners present attended to discuss the permitted camp site development at Dowsett Farm, Dowsett Lane, Ramsden Heath. The site is not to be used for more than 60 days in any calendar year and no more than 50 pitches at any one time, to comply with Class BC permitted development rules. The Chairman reported that the Parish Council have no powers regarding this matter. The Clerk is happy to contact the Enforcement Team regarding anyone's concerns, and you can contact them direct yourselves. The main concerns were who would monitor the site, possible fire risks, what if the landowner decided to sell pieces of his land to family members, traffic flow, could an injunction be sought to stop this, what would happen if the owner changed the advertised camping dates and what would happen if caravans started arriving? The Chairman confirmed the local PCSO has been informed, and her colleague will be attending our Annual Parish Meeting on the 29th May, all are welcome. The Chairman thanked residents attending this evening.

As some residents attended regarding planning matters, the Chairman agreed to discuss agenda item 6 next.

6. Planning –

6.1 26/00425/FUL – 86 Park Lane, Ramsden Heath – Replace conservatory roof, partial garage conversion with addition of door and window to side elevation. Internal alterations and external alterations – No comment.

6.2 26/00429/FUL – The Old Windmill, South Hanningfield Road, South Hanningfield – Retrospective change of use to extend the car park of land

adjoining west of the property and laying of shingle – It was agreed for the decision to be made by Chelmsford City Council.

6.3 26/00396/FUL – Meepswood, Park Lane, Ramsden Heath – New dwelling to replace existing stables and associated works including landscaping and parking – No comment.

6.4 26/00481/FUL – 68 Park Lane, Ramsden Heath – Demolition of existing stables and construction of 4 bedroom self-build chalet style dwelling – No comment.

4. Approval of Council Minutes dated the 9th April 2026 – Proposed as a true record by Cllr Thurgood, Seconded Cllr Burgess.

5. Clerk and Councillors Report –

5.1 (9.10) The Clerk reported that the Parish Councillor interviews will take place on Tuesday 30th June 2026 in Ramsden Heath Village Hall commencing 7pm.

5.2 (9.11) The Clerk confirmed she had received the P3 reclaim.

5.3 (9.14) The Clerk has not received any response from the dog trainer.

5.4 (5.2) Cllr Thurgood confirmed the Clerk had received the refund from Scottish Power.

7. Finance –

7.1 Ratify online payments; cheques; direct debits and credit card payments – Proposed by Cllr Graves, Seconded Cllr Huntington

* Payment made under Section 137

RATIFY		
Ealc	Affiliation fees	£ 682.05
AAC Essex	S/Pav cleaning	£ 282.00
M Linwood	Admin Assistance	£
P James	Maintenance	£
A Moule	Maintenance	£
Ernest Doe & Sons	Tractor parts	£ 488.16
J Moule	Salary	£
HMRC	Tax & NI	£
Essex Pension Fund	Pension	£
BFS Ltd	Fuel	£ 193.01
Environment Agency	S/F Drainage charge	£ 15.82
E Hicks	Locking S/F Gate	£ 100.00

CHEQUES		
105420	Petty Cash	£ 71.40
DIRECT DEBITS		
EE	Mobile	£ 19.00
BT	Office line rental	£ 27.56
BARCLAYCARD		
Adobe	Monthly Subs	£ 16.64
Amazon	Drill bit set	£ 31.50
T Bookers	S/Pav plumbing parts	£ 7.44
Just Giving*	In Memory T Coveley	£ 100.00
Vita Bella*	Leaving Gift K Black	£ 200.00
Regency Hampers*	Get well gift R Thomason	£ 46.00
Microsoft	Annual Subs	£ 104.99
New Saw Chains	Chainsaw chains	£ 98.00
Total		£ 604.57

7.2 Authority to Issue online payments and cheques – Proposed by Cllr Metcalfe, Seconded Cllr Burgess. *Payment made under Section 137		
Downham Village Hall*	Donation	£ 300.00
A Hawes	Pitch hire refund	£ 270.00

7.3 30th April 2026 Month End Accounts – There were no questions.

7.4 To discuss and agree how to pay “Transport Made Simple” in relation to the Love Your Bus Grant Scheme. Once agreed, Councillor Whitehead to sign the contract form – After lengthy discussion, members were in full agreement for Cllr Whitehead to sign the agreement documentation. Cllr Burgess thanked Cllr Thurgood for all his hard work.

8. Matters for Information –

8.1 Cllr Graves reported that the gully in Middlemead is blocked which leads into the field.

8.2 Cllr Graves reported that there will be a Triathlon taking place between 8am and 1pm in South Hanningfield on Sunday.

8.3 Cllr Thurgood reported that there are lots of outstanding matters which Cllr Dobson had been helping with. How soon can he contact Cllr Clark for his assistance?

8.4 The Chairman reported that there will be no Parish Council Elections until May 2028.

8.5 Cllr Thurgood confirmed the P3 Team had started work on footpaths.

8.6 Cllr Thurgood reported that Richard Jerrom had sadly passed away. He had been a P3 Member for many years.

8.7 The Chairman reported that Lynn Foster is the new Mayoress for Chelmsford.

8.8 Cllr Walker gave her apologies for the next meeting.

9. Date of next meeting – The Clerk advised this would be held in on Thursday 25th June 2026 commencing 7.45pm in Downham Village Hall.

There being no further business, the meeting closed at 21.02pm.

Approved as a true record.

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