SOUTH HANNINGFIELD PARISH COUNCIL

Minutes of a council meeting held on Thursday 10th September 2026 in Ramsden Heath Village Hall.

Present: The Chairman and Councillors Huntington, Thurgood, Burgess, Elms, Adams, Graves and Lewis. Councillor Paul Clark, Daniel Fox and two residents were also in attendance. The Clerk kept the minutes.

1. Apologies for Absence – Councillors Walker and Metcalfe.

2. Co-option of Daniel Fox – Daniel read and signed his Declaration of Acceptance of Office, which the Clerk witnessed. The Clerk welcomed Councillor Fox to South Hanningfield Parish Council.

3. Disclosure of Interests – Councillor Huntington declared non-pecuniary interests on agenda items 8.5 and 14.

4. Public Participation – Residents came to discuss the SHELLA site proposal from Higgins & Co, to build 75 homes on green belt land near Downham School. The Chairman explained that this site was originally rejected as the land is green belt. However, with the current situation on Grey Belt and the shortage of building plots in the Local Plan, developers are trying to get these areas included in the Local Plan. The Chairman reported that Chelmsford City Council will be holding their planning meeting on 6th October 2026 and we will know more information then.

5. Approval of Council Minutes dated the 23rd July 2026 – Proposed as a true record by Cllr Huntington, Seconded Cllr Thurgood.

6. Clerk and Councillors Report –

6.1 Councillor Paul Clark represents the Danbury & Hanningfield Wards in Essex County Council. He reported that there are more than 5000 pothole defects in Essex. 30% have been repaired, some look temporary, but these can last up to 5 years, making roads safer. He has been allocated £10000.00 via the Locality Fund, so if any Clubs need assistance, please let the Clerk know. Cllr Clark meets Highways regularly and he is happy to report any of our problems with them. The Chairman thanked Cllr Clark for attending this evening.

6.2 (9) – The Clerk reported she has chased up the Forestry Commission regarding a further treatment date on the Tye. Still awaiting a response.
6.3 (12.6) The Clerk confirmed the new water system has been installed and the annual legionella test is being carried out tomorrow.
6.4 (12.7) The Clerk reported that she has received the insurance claim money in respect of the vandalised bench at South Hanningfield Tye. She will order a replacement when she returned from holiday.

7. Planning –
7.1 26/00789/REM – 12-14 School Road, Downham – Application for reserved matters relating to 24/00890/OUT (Outline application for the demolition of the existing commercial properties and redevelopment of 5 residential dwellings. Access being sought, all other matters (appearance, landscaping, layout and scale) reserved). The details relate to appearance, landscaping, layout and scale included in the conditions of the outline consent – The Parish Council's decision remains unchanged from our previous response.
7.2 26/05174/TPO – 3 Broad Mead, South Hanningfield – T20 Copper Beech – Pollard tree at 5m and to remain as a habitat pole. Tree to be monitored and inspected every 2 years. Reason: Tree showing signs of decline – No Objection.
7.3 26/01113/FUL – Meepswood, Park Lane, Ramsden Heath – Two new dwellings to replace existing stables and associated works including landscaping and parking – Overdevelopment of the site. This is previously developed land, which will be extended beyond the criteria. We object to two new homes but would not for one.
7.4 26/01100/FUL – Birch House, Broomwood Lane, Ramsden Heath – Proposed single storey tractor store outbuilding – No comment.
7.5 26/01098/FUL – 3 The Gallops, Park Lane, Ramsden Heath – Change of use of land to residential garden ancillary to 3 The Gallops – No objection, subject to no further building land being developed in the future for residential purposes.
7.6 26/01134/FUL – East View, Brock Hill, South Hanningfield – New pitched roof to existing garage, construction of larger side facing dormer and re-tile existing roof and rebuild existing chimney stack above the roof line – No comment.
7.7 To discuss any planning applications received between the date of this notice and the 10th September 2026 – None.
7.8 To note the following planning application reviewed during recess:

26/01012/FUL – Sudburys Farm, Sudbury Road, Downham – Demolition and reconstruction of existing front porch – No comment.

26/01016/FUL – 62 School Road, Downham – Retrospective application for an extension – No comment.

25/01399/S73/1 – Heathfield, Dowsett Lane, Stock – variation of Conditions 2,5,6,11 & 12 and removal of Condition 3 to approved planning application 25/01399/FUL (Demolition of existing dwelling and outbuilding and construction of a new replacement dwelling, garage building, and cycle/bin store). Relocation of detached garage, integration of bin/cycle store, revision of materials palette, and internal alterations – No comment.

8. Finance –

8.1 Ratify online payments; cheques; direct debits and credit card payments – Proposed by Cllr Huntington, Seconded Cllr Elms – *Payments made under Section 137

RATIFICATION		
Paul James	Maintenance	£
R Thomason	Salary	£
HMRC	Tax	£
A Moule	Maintenance	£
M Linwood	Admin assistance	£
J Moule	Salary	£
HMRC	Tax & NI	£
Essex Pension Fund	Pension	£
Ernest Doe & Sons	P3 Materials	£ 55.75
Starboard Systems	Scribe annual subs	£ 921.60
Hygiene Contracts Ltd	New water system S/Pav	£10794.00
AAC Essex	S/Pav cleaning	£ 225.60
Anglian Water	S/Pav water rates	£ 666.99
Central Connect Transport	10A Bus service	£44600.00
Sue Lees	Quarterly Maintenance Fee	£ 90.00
M Linwood	Admin assistance	£
A Moule	Maintenance	£
P James	Maintenance	£
R Thomason	Salary	£

HMRC	Tax	£
J Moule	Salary	£
HMRC	Tax & NI	£
Essex Pension Fund	Pension	£
PETTY CASH		
105423	Cash	£ 61.04
105424	Cash	£ 21.60
DIRECT DEBITS		
EE	Mobile	£ 21.62
BT	Office line rental	£ 64.74
EON	S/pav Electricity	£ 152.80
EE	Mobile	£ 20.80
BT	Office line rental	£ 64.74
EON	S/Pav Electricity	£ 181.73
BARCLAYCARD		
Adobe	Monthly Subs	£ 16.64
Fast Keys	Key cutting	£ 15.00
Tesco	Refreshments*	£ 61.40
	TOTAL	**£ 93.04**
Adobe	Monthly Subs	£ 16.64
SP Pitchcare	Round-up	£ 203.19
Screwfix	Nuts & bolts	£ 30.87
Basildon Timber	Silicone	£ 4.08
Screwfix	Brackets	£ 9.39
Amazon	Stihl Helmet	£ 139.00
Terry Bookers	Materials	£ 2.40
Amazon	Materials	£ 10.72
	TOTAL	**£ 416.29**

8.2 Authority to Issue online payments

Proposed by Cllr Thurgood, Seconded Cllr Graves: *Payments made under Section 137

Ernest Doe & Sons	P3 Equipment	£ 104.40
CCC	Play in the Park*	£ 370.00
E Hicks	S/F Gate closure	£ 100.00
Sadler Associates	S/F Fertilizer	£ 1576.80

8.3 31st August 2026 Month End Accounts – There were no questions.

8.4 Arrange a date for the next finance committee meeting – Monday 26th October 2026 commencing 10am in the Parish office.

8.5 Request from Ramsden Pre-School for assistance replacing three rotted fence panels in their play area – All in favour.

8.6 Discuss and agree to join the Chelmsford Association of Local Councils – The Clerk reported that the annual subscription is currently £40. Proposed by Cllr Whitehead, Seconded Cllr Graves, all in favour.

8.7 Discuss Christmas Cheer donations to the Luncheon Club and Ramsden Pre-School – After lengthy discussion members were in full agreement to donate £1000 to the Luncheon Club and up to £1000 towards the Pre-School Christmas Fayre.

9. Discuss any matters which arose during recess – Cllr Adams reported motor bikes were roaring up Hawkswood Road around 130mph and this was being filmed by the rider's associates. Police were called but never arrived. The following week, exactly the same happened again, once again no Police presence. The Clerk said she would contact Adam Pipe for advice.

10. Request from the Ramsden Heath Horticultural Society to lay a weed membrane to reduce maintenance, to replace bark with white shingle stone and planting ceramic poppies in concrete at the War memorial Garden – All in favour, but Cllr Thurgood suggested a grey stone due to white stones discolouring.

11. Matters for Information –

11.1 Cllr Thurgood reported that Dowsett Lane will be closed between December 7th 2026 to January 20th 2027, due to a water main replacement between Broomwood Lane and Norton Place. Cllr Thurgood has asked whether this will be a complete closure.

11.2 Bridleway 264 at Vera Road is not maintained by Highways as it is a claimed route. Cllr Thurgood confirmed this was cleared by the Essex Bridleway Association last week.

11.3 Cllr Thurgood reported that Church Road, Ramsden Heath will be closed tomorrow evening between 8pm and 1am for patching.

11.4 Cllr Thurgood reported there are three abandoned cars in the garage area at Brabner Gardens. He has contacted the housing association to see whether these could be removed.
11.5 Cllr Thurgood reported that the new 10A Bus Service is well used, even though the timetable has not be delivered to residents as yet. There have been some complaints received due to late arrival, but sadly this was due to traffic.
11.6 Cllr Thurgood reported a resident had contacted the Clerk regarding possible wildfires in the field behind the properties in Church Road and the School. The Clerk contacted the Fire Services and they have contacted the resident concerned.
11.7 Cllr Elms reported there was a huge amount of hardcore by White Lillies. The Chairman confirmed this is being used to access events. Enforcement have been notified.
11.8 The Clerk reported 61 children attended this year's Play in the Park event.
11.9 The Clerk requested any Newsletter content to be sent to her no later than the 17th September please.
11.10 The Chairman reported that the Local Government Review has been suspended.

12. Date of next meeting – The Clerk confirmed this will be held on Thursday 8th October 2026 commencing 7.45pm in Ramsden Heath Village Hall.

13. Resolution for the exclusion of the public RESOLVED that under Section 100A(4) of the Local Government Act 1972 and/or as amended the public be excluded from the meeting for the specific agenda items on the grounds that it involves the likely disclosure of exempt information falling within paragraphs 3 and 6 of Part 1 of the Schedule 12A to the Act – All in favour.

Members of the public left the meeting.

Approved as a true record.

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