

MINUTES

Minutes of Ordinary Meeting of Woodham Walter Parish Council.

Held at 8.00pm at Woodham Walter Women's Club.

Monday 9th February 2026

Present:

Cllr. John Brown (Chairperson)

Cllr. James Bunn

Cllr. Emel Fowler

Cllr. Joanna Symons

Cllr. John Tompkins

Cllr. Peter Warren

Others:

Jacky Bannerman (Parish Clerk/RFO)

Nigel Barber (Candidate/Newly appointed Parish Councillor)

County Councillor Jane Fleming (in attendance from 8.30-9.15pm)

Public:

2 (1 member of the public in attendance until 8.40pm, 1 member of the public in attendance until 9.20pm)

3581. Welcome Cllr. Brown welcomed those present to the meeting. No one declared that they would be recording the meeting.

3582. To report, approve and record apologies for absence

Apologies were received and accepted from District Councillor Simon Morgan.

3583. Disclosure of Interests/Consideration of Dispensations

3583.1 To disclose the existence and nature of any Disclosable Pecuniary Interests (DPIs), Other Registerable Interests (ORIs), or Non-Registerable Interests (NRIs) relating to items of business on the agenda having regard the Code of Conduct for Members. (Members are reminded they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

It was noted that Cllr. Emel Fowler had declared an interest with regards to the Solar Farm as some of the land proposed is within the ownership of her/her spouse.

There were no other interests declared and the register was duly updated.

3583.2 To receive and consider any requests for dispensations.

None

3584. Parish Councillor Co Option

Mr Nigel Barber had been the only applicant. He had submitted an application with a brief introduction and summary of the reasons he would like to be considered for the position and confirmation of his eligibility to stand.

Councillors then voted unanimously to co-opt Mr Barber to the position of councillor. The Declaration of Acceptance of Office form was signed by Cllr. Barber and the Parish Clerk confirmed receipt.

The Clerk will carry out relevant duties such as notifying Maldon District Council, updating the website and provide an email address and login details for the council OneDrive. Cllr. Barber will be sent a link in order that he can submit a Declaration of Interests prior to the next meeting.

3585. Public Forum

One member of the public wished to query matters relating to planning applications 25/01080/HOUSE and 25/01081/LBC in that the Parish Council had referred to the Conservation Officer in it's response and queried if it should have said Listed Building Officer.

Cllr. Tompkins advised that the Conservation Officer also deals with Listed building applications and explained the officer advises the Local Planning Authority with regards to planning applications.

One member of the public was in attendance to observe the meeting as they were interested in the processes of the Parish Council.

3586. To approve the minutes of the Ordinary Parish Council Meeting held on Monday 12th January 2026.
RESOLVED to approve the minutes as a true record of the meeting and they were signed by the Chairperson.

3587. Matters Arising - Progress report (not for resolution)

3587.1 The report compiled by the Clerk was noted. Matters for report were contained within the agenda.

3588. Solar Farm considerations

To consider information from Lightsource BP public event and note that they had offered the Parish Council more time to make a response and suggested arranging a meeting.

To consider appealing to the Secretary of State regarding the EIA.

To note a community campaign group has been instigated to object to the proposals.

To consider arranging a public meeting to understand general views of public (without prejudice) and to seek community benefit suggestions.

Following a discussion these resolutions were agreed.

RESOLVED no further response to Lightsource BP until a Planning Application has been received. The Parish Council are unable to formulate a view on the Solar Farm until an application has been received. Councillors are required to keep an open mind and avoid predetermination.

RESOLVED no appeal will be made to the Secretary of State regarding the EIA as any planning application will need to consider environmental impacts anyway, and by writing to MDC we have already raised our concerns.

RESOLVED no public meeting will be arranged until a Planning Application has been received.

3589. Planning – APPLICATIONS RECEIVED (for consideration or report)

3589.1 26/00041/TCA Lares, The Street

T1 Acer/Sycamore – crown reduction by 2m, T2 Magnolia – crown reduction by 3m.

RESOLVED to raise no objections subject to the views of the Conservation Officer.

3589.2 There were no other planning applications received.

3590. Planning – DECISIONS (for consideration or report)

3590.1 25/00932/HOUSE	4 Brook Close	APPROVE (Delegated)
Single storey side extension		

3590.2 25/00974/WTPO	Warren Golf Club	ALLOWED TO PROCEED
(TPO 06/20) T17 Oak tree – crown lift to 2.5m above ground level.		

3590.3 25/00524/FUL	Land adjacent Barrow Cottage (and Elwy Cottages), Bassetts Lane	APPROVE (NW Area)
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3590.4 Decisions Awaited

a) 25/00578/OUTM Land west of the Cemetery, London Road, Maldon
Application understood to have been refused by MDC Planning committee against the recommendation of the officer, therefore there is a planning break in order to consider and agree reasons for refusal.

b) 25/01014/FUL The Old Stables at Wood Hall, Little Baddow Road

c) 25/01092/FUL Bunsay Downs
To note that this application was responded to under delegated powers with comment that no objection was raised in principle but concerns raised with regards to lighting and noise.

d) 25/01080/HOUSE & 25/01081/LBC Elwy Cottage, Bassetts Lane
To note that this application was responded to under delegated powers with comment that no objections were raised subject to the views of the Conservation Officer.

3591. Other Planning Matters /Other MDC Matters (for consideration or report)

3591.1 Enforcement – there were no updates or reports.

3591.2 Request from North Fambridge Parish Council to consider

- Submitting an objection or representation to the planning authority in relation to application **25/01119/OUTM**, and/or
- Highlighting any cross-boundary impacts you identify, particularly around traffic, infrastructure capacity, environmental harm, landscape character or cumulative development pressure.

Proposal: Outline application with all matters reserved other than access for the erection of up to 198 dwellings, provision for non-residential uses comprising of uses within use class E, F1 or F2, with associated open space, allotments and infrastructure. Location: Land West Of Hurndall Avenue North Fambridge Essex

RESOLVED to respond with objection citing general concerns about housing development in the district which is putting pressure on the environment, health, infrastructure, road network, education and views across the countryside and estuary.

3592. Woodham Walter Neighbourhood Plan – Update from Cllr. John Tompkins

To consider report and proposals from Steering Group regarding the final document which is now ready for Regulation 14 public consultation.

- Minor comments had been received from MDC and incorporated into the document with one policy section on developer contributions being omitted, being part of MDC policy.
- The next stage is a public consultation which has to last 6 weeks (18th February to 1st April). Residents of the village are statutory consultees.
- The timing of the consultation is important so that the final document can be submitted to MDC who will then submit to the Planning Inspectorate, prior to the Governments proposed changes to the NPPF regulations, therefore taking advantage of transitional arrangements rather than a rewrite.
- The document and link to electronic consultation response form will be available on the Neighbourhood Plan page of the Parish Council Website throughout the consultation period.
- Paper copies of the document and response forms as well as opportunities to gain information and ask questions, will be available in person at Walter's Café 10-12 at Village Hall on Thursday 19th February and Thursday 19th March and drop in sessions at Women's Club on Saturday 21st February and Saturday 6th March 10-2. Paper versions of the response form can be returned to the Women's Club or Village Hall postboxes. Posters, Village Email, Parish Magazine and social media will advertise the consultation.
- After the consultation period concludes, comments will be analysed and where necessary engrossed into the final document. On completion the document will be formally submitted to MDC for evaluation and submission to the Planning Inspectorate.
- There will then follow a public referendum and if approved it will become a Statutory adopted document.

RESOLVED to accept the Steering Group's proposals as described above.

RESOLVED to seek quotation for printing the document and agreed that several copies should be made available to local residents who prefer to borrow a paper version rather than viewing on line.

3593. To receive reports of the County and District Councillor's.

County Cllr. Jane Fleming thanked the Clerk for her work and the Parish Council for it's support of the Love Your Bus Grant applications. She had held a meeting with the Head of Passenger Transport and was able to convey frustrations with regards to the consultation outcomes and decision to cut 99 bus journeys. Also to outline the frustration of the timing of the results which were only made public a few days before the LYB deadline. Councillor Fleming had also outlined the Clerk's frustration that the LYB grant programme relies on often inexperienced and part-time parish clerks who are suddenly responsible for organising and liaising with bus companies to run bus services.

Cllr. Fleming also noted that the ECC budget meeting is due to consider proposal to increase precept by 3.95% (2% Adult Social Care/1.95% General Precept).

There were no District Councillors represented at the meeting. Information from MDC shared with Councillors and where appropriate, the public via village email and website.

3594. Financial Matters (for consideration or report)

3594.1 To receive the Summary of Accounts to date. This includes transactions since January meeting

Date	Unity Trust Instant Access Account	Transaction Detail	Amount In	Amount Out	Balance
31/12/2025	Balance				43,446.44
14/01/2026	Transfer to Current Account (January Debits)			4,200.00	39,246.44
09/02/2026	Transfer to Current Account (February Debits)			1,500.00	37,746.44
					37,746.44

Date	Unity Trust Current Account	Transaction Detail	Amount In	Amount Out	Balance
31/12/2025	Balance				1,551.31
09/01/2026	December Debit (#141)			28.99	1,522.32
14/01/2026	Transferred from Instant Access		4,200.00		5,722.32
14-22/01/2026	January Debits (#114,129, 133-139, 143-148)			4,590.13	1,132.19
30/01/2026	Outstanding Debits (#19, 140)			106.00	1,026.19
09/02/2026	Transferred from Instant Access		1,500.00		2,526.19
09/02/2026	February Debits (#149-159)			1,561.10	965.09
					965.09

RESOLVED to accept statement of accounts.

3594.2 Summary of Payments for February

Ref:	Payee	Method	Net	VAT	Gross
#19 (Apr Deb)	Printing (Bus Flyer/questionnaire) (await TMS - estimate)	BACS	323.00	64.60	387.60
#140	Unity Trust Bank (Charges) January Debits	DD	6.00	-	6.00
#149	A&J Lighting Solutions	DD	21.00	4.20	25.20
#150	Mrs J Bannerman (Salary/Allowance)	BACS	928.89	-	928.89
#151	Nest Pension (Employer £66.03 Employee £105.64)	DD	171.67	-	171.67
#152-153	Barclaycard	DD	21.00	-	21.00
#154	Woodham Walter Village Hall (Walter's)	BACS	30.00	-	30.00
#155	Unity Trust Bank (Charges) February	DD	6.00	-	6.00
#156	Plusnet (Women's Club Broadband)	DD	28.99	-	28.99
#157	Npower	DD	104.14	5.21	109.35
#158	Point Graphics Ltd Danbury Focus Magazine (February Bus Advert)	BACS	150.00	30.00	180.00
#159	WM&H Parish News (Bus Advert Jan-March)	BACS	60.00	-	60.00
	Total		1,521.69	39.41	1,561.10

Date	Barclaycard Payments (January Statement)	Net	VAT	Gross
07/01/2026	1st Money (Payroll)	14.90	0	14.90
18/01/2026	Walter's Refreshments (Estimate)	6.10	0	6.10
		21.00	-	21.00

Date	Barclaycard Payments (Estimated February Statement)	Net	VAT	Gross
07/02/2026	1st Money (Payroll)	14.90	0	14.90
18/02/2026	Walter's Refreshments (Estimate)	10.00	0	10.00
		24.90	-	24.90

- Npower query – ongoing
- Noted updated figures for Clerks Salary, Nest and Npower.
- Noted WM&H Parish News invoice had not appeared on the agenda.

All invoices listed have been 'examined, verified and certified' by the RFO. Where estimated, the Clerk will await final invoices. The BACS payments will be drawn up by the Parish Clerk and require authorisation by two councillor signatories by Payment Date of 12th February 2026 or as soon as possible.

RESOLVED to authorise the Summary of Payments.

3594.3 Review of Bank Statements, Credit Card Statements and Account sheets for January.

Cllr. Bunn confirmed that he had reviewed the documents and found them to be reconciled correctly.

3594.4 Additional expenditure items for consideration

- Clerk's Email account is almost full again £14.99 for another 10GB per year (this is additional to the £14.99 we already pay).

RESOLVED to agree to additional expenditure, although Clerk will try to reduce file size first.
RESOLVED to check if there are regulations with regards to the time required to keep emails.

- Street Light repairs – see minute ref: 3596.5

3595. Other Council Matters (for consideration or report)

3595.1 Community Engagement Team (CET)

(a) January report awaited.

3595.2 Woodham Walter Common – Essex Wildlife Trust (EWT). There were no updates for report.

3595.3 Allotments Report – There were no updates for report.

3595.4 Bench o/s Tadpoles – noted that Cllr. Fleming is unable to provide funding in this financial year. An application can be made in the new financial year.

3595.5 To set the date of the Annual Parish Meeting

RESOLVED: To be held on Wednesday 27th May at 7.30 pm in Village Hall.

RESOLVED: Clerk to book the village hall.

RESOLVED: Clerk to request reports from local organisations for an Annual Report for distribution to properties in parish prior to the Annual Parish Meeting.

3595.6 Old Laptop – to consider

RESOLVED the old laptop can be wiped of all Parish Council data and used by the Clerk in her personal capacity as a Trustee of the Village Hall.

3595.7 Pensions Regulator- reenrolment duties

RESOLVED Clerk will complete required duties

3595.8 Maldon Town & Parish Forum – 9th February.

Noted that no representatives had been able to attend. Await meeting notes which will be shared.

3596. Highways, Transport & Infrastructure (for consideration or report)

3596.1 Various matters on-going as detailed in the Highways log. The following have recently been reported/repared.

- Works to tidy up Hoe Mill Bridge have taken place
- Pothole reported at Stivvy's Road
- Additional pothole at Manor Road on opposite side to existing. Reported with Highways and Cllr. Fleming. Noted that finally a repair has been completed (originally reported almost 2 years ago).
- Potholes at Manor Road triangle reported
- Pothole at Rectory Road reported
- Various reports submitted to C Cllr. Fleming for Members list.
- Clerk to report poor road condition at junction of Brook Close/Top Road.
- Clerk to report crack on Little Baddow Road which has deteriorated.

3596.3 Hoe Mill Bridge – to consider email request from local resident as to the timescale for repairs

RESOLVED to suggest resident contacts Highways and/or County Cllr. Fleming as no updates have been received.

3596.4 99 Bus Service

a) To note the ECC results of the consultation and any correspondence received with regards to the decision to further reduce the 99 bus service.

The parish council are disappointed and frustrated that the ECC Local Transport consultation had resulted in more cuts to the 99 bus service, despite a significant increase in passenger numbers, as a result of the paid for publicity campaign with funding from the first round of Love Your Bus last year. The village will be left with just one ECC supported bus in the morning to Chelmsford/Broomfield and one bus in the afternoon from Broomfield/Chelmsford on just 3 days a week. The village will become even more isolated with no suitable options for residents to access shopping and other essential services, and no suitable bus service for

commuters. No response had been received with regards to email written to ECC stating the parish council's concerns. It was noted that County Cllr. Fleming had been extremely pro-active and supportive in making representations to the county council with regards to the 99 service.

b) The Clerks report noted that Love Your Bus Grant Applications have been submitted and we await the outcome. It is hoped that these applications will provide a shopper service to Maldon 3 days a week. (A joint application which has been supported by Little Baddow Parish Council, and County Councillor John Spence). A separate bid was also submitted to reinstate the Monday & Thursday journeys (A joint application with Purleigh Parish Council whose residents will be able to connect to the 99). The return journey at 5.30, is not currently possible for operational reasons, but a future LYB fund may make an alternative option feasible, depending on the outcome of the current applications).

There is also a third application submitted by Stow Maries Parish Council which seeks to extend the 99 bus service through to South Woodham Ferrers. All 3 applications will work together to support rural communities to access bus services. Thanks to County Cllr. Fleming and Konectbus/Transport Made Simple who have worked extremely hard with the clerk to submit these applications.

3596.5 Street Light – fault with light – Mead Pastures – to consider repair or replacement

Access platform / labour £95

New LED streetlight £369

To consider as there are 2 lights in Mead Pastures, if both should be done?

RESOLVED that the faulty light will be replaced. Lights will be replaced in line with previous decision to replace as and when lights become faulty.

3596.6 Essex & Suffolk Water Leaks – to consider raising with ESW the multiple instances of severe burst water pipes opposite the Bell and the impact on Bell Meadow and the Bell Public House, as well as the knock-on effect of other leaks which have occurred further up Little Baddow Road following the leaks at Bell Meadow. It was noted that the ESW Community Team plan to attend Walter's Café on 16th April.

RESOLVED to write to ESW to raise concerns with regards to the multiple instances and inconvenience caused and request that more significant works be planned to upgrade pipes and provide a comprehensive repair.

3597. Local Issues (for consideration or report)

3597.1 Bell Meadow & Memorial Garden

(a) Football Goals.

RESOLVED To check the goals continue to be affixed to the anchor points as there was a report that they had been rotated through 90°. It was noted that Cllr. Bunn plans to attend to moving the goals at the weekend.

(b) Playground Report - No reports

(c) Bell Meadow – To consider if a sign should be placed on the gates. Ie. To say Bell meadow is owned/managed by WWPC with contact details (as a result of ESW cutting chain to gain access).

RESOLVED to seek prices for suitable signage at Bell Meadow gates.

(d) Memorial Garden – No reports

(e) Duke of Edinburgh Volunteer – it was reported that the volunteer had concluded their time and the Clerk had provided the required report for the student. The council now seeks a new volunteer.

RESOLVED Clerk to advertise for new DoFE or similar student volunteer to carry out tasks such as watering trees, litter picking etc.

3597.2 Footpaths Report – Cllr. Warren reported that some paths are now getting boggy in places. There is a new fingerpost erected on FP5 (Little London).

3597.3 School Report – representative on Governing Body –Cllr Symons provided a report from the Headteacher. The school has welcomed children from the renamed Woodham Walter Community Nursery (Tadpoles) for shared story time sessions. Parent partnership sessions have taken place focussing on mathematics and a talk delivered by ADHD Home providing valuable information. The school has continued to have sharing assemblies and been joined by representatives from St Michael's Church and the Diocese. The school is working closely with the PTA including planning for the Summer Fete.

3597.4 Woodham Walter Women's Club – Cllr. Symons reported that progress is being made and they have received information from the solicitor to change the trustees.

3597.5 Essex Police/Crime Reports/Neighbourhood Watch Report.

- (a) It was noted that Various general reports and newsletters had been shared
- (b) Meet the Police at Walter's Café, confirmed for April and June.
- (c) Report of break in at Rectory Road including damage and loss of lead from roof as well as a previous occasion where the inside of the empty property had been ransacked by removing metal such as pipes and log burner, resulting in extreme damage.
- (d) Further report of attempted break in to property on The Street which had been reported to the Police.

3597.6 Litter

- There were no reports
- To set the date of the annual litter pick Saturday 21st March (reserve date 28th March). Clerk to arrange borrowing litter pickers from MDC and liaise with Colin Warner to assist with collecting and storing rubbish.

3597.7 Walter's Third Thursday Community Café

- Thursday 15th January – Kinder Essex (part of Essex Wellbeing Service) had attended and provided information on the services they offer, they are also considering arranging a Bluebell Walk in the village. Neighbourhood Plan Information was available.
- Thursday 19th February – MDC Head of Health Integration and wellbeing strategy. Neighbourhood Plan Reg.14 Consultation
- Thursday 19th March – Neighbourhood Plan Reg 14 Consultation
- Thursday 16th April – Maldon Town Police Team. Essex & Suffolk Water Community Team.

3598. Correspondence – Various items of correspondence have been received and shared with Councillors and where appropriate the public via the website and village emails.

(a) Various Essex Police Newsletters	(b) CVS Newsletter
(c) EALC County Updates/News/Info/Training	(d) Maldon Members Bulletins & MDC Info
(e) Essex Warbler Newsletter	(f) Village News & Events
(g) Other local events	(h) Notes from Green Essex Network Meeting
(i) Dengie Hundred Group of Parishes	(j) Local Nature Recovery Event

3599. Points of Information/Items for future agenda

None.

3600. Date of Next Parish Council Meeting:

Ordinary Parish Council Meeting – Monday 9th March 2026 at 8pm in Woodham Walter Women's Club.

3601. The Chairman closed the meeting at 2215.

Signed

Date: