



WICKHAM ST PAULS PARISH COUNCIL

<https://wickhamstpaulsparishcouncil.org/>

18TH NOVEMBER 2025

YOU ARE SUMMONED TO ATTEND THE FORTHCOMING PARISH COUNCIL MEETING, OF WICKHAM ST PAULS PARISH COUNCIL TO BE HELD IN THE PAVILION AT THE VILLAGE HALL, AT 7.15 P.M. ON TUESDAY 25TH NOVEMBER 2025 FOR THE PURPOSE OF TRANSACTING THE BUSINESS SHOWN IN THE AGENDA.

THE PUBLIC AND PRESS ARE WELCOME TO BE PRESENT.

DIANE JACOB

DIANE JACOB

CLERK & RESPONSIBLE FINANCIAL OFFICER OF THE COUNCIL

AGENDA

ITEM	PRESENTER	SUBJECT	STATUS
25/122	Chairman	Welcome and Apologies for Absence. Members are reminded that the LGA1972, s85 states that apologies for absence must be received prior to a meeting.	Information/ Decision
25/123	All Members	Declaration of Interests. To receive any disclosable pecuniary interests or non-pecuniary interests, or interests relating to items on the agenda. Members of the council are subject to the Local Authorities Code of Conduct.	Decision
25/124	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. The maximum time allowed for the public to participate, as stated in the Wickham St Pauls Parish Council public participation policy and in accordance with Standing Orders, is 15 minutes in total with each person being invited to speak for a maximum of 3 minutes. At the close of this item, members of the public will no longer be permitted to address the council unless the Chairman deems it appropriate and adjourns the meeting.	Information
25/125	All Members	District and County Councillors to address the members if present. District Councillor and County Councillor.	Information
25/126	All Members	Minutes. To confirm the minutes of the Parish Council meeting held on 30 th September 2025.	Decision
25/127	All Members	Planning Matters. Item 1. Updates. Item 2. New Applications TO CONSIDER ANY NEW APPLICATIONS RECEIVED IN ORDER TO MEET DEADLINE DATES.	Decision
25/128	All Members	School Road. Site meeting held between Cllr Cooper, Cllr Snazell and District Cllr Holland to discuss the safety concerns relating to parking along School Road.	Decision
25/129	All Members	Pond near the Village Hall. As it has been previously been agreed to keep this as a wildlife pond, to consider adding environmentally safe chemical to the pond to control the build-up of silt, cost to be advised by Derek Stokes.	Decision
25/130	All Members	Matters Arising – Updates. See below attached Appendix 1.	Information/ Decision
25/131	All Members	Tree Survey. To discuss and consider if the Parish Council require an annual tree survey.	Decision

25/132	All Members	Potential Open Space Improvements (POSI) Update The Potential Open Space Improvements plan (formerly known as the Open Space Action Plan) is a key document used by Braintree District Council as Local Planning Authority. It demonstrates the need for additional and improved open spaces when seeking S.106 monetary contributions for Public Open Space improvements across the district.	Decision																																				
25/133	All Members	Trafalgar Night Event 2025. Update and to confirm that a total of £414.42 was received in donations collected on the night.	Information																																				
25/134	All Members	Budget/Precept for 2026/2027. As required by section 33 of the Localism Act 2011, Parish Councillors are obliged to leave discussions where they have a disclosable pecuniary Interest. To participate in the setting of a budget/precept for the Council, the councillors will require a dispensation, and for this purpose, Wickham St Pauls Parish Council resolves to delegate to the Clerk the power to grant a dispensation from exclusion to all Councillors for the purpose of considering and setting the budget/precept.	Decision																																				
25/135	All Members	Budget/Precept Budget 2026/2027. Item 1. To discuss and consider to set the Budget for 2026/2027. Item 2. To discuss and consider to set the Precept in January for 2026/2027.	Decision																																				
25/136	All Members	Financial Matters. 1) Financial Statement for (Items to be approved for payment and signed as per payment schedule). <table><tr><td></td><td>CHEQUE NO.</td><td>TOTAL</td></tr><tr><td>Wickham St Pauls Village Hall Inv.No 2497 & 2507 Pavilion Hire)</td><td>002596</td><td>30.00</td></tr><tr><td>Lyster & Assoc. Inv.No. 2661 (Flyer & Posters)</td><td>002597</td><td>39.90</td></tr><tr><td>JPB Landscapes Inv.No. 1881</td><td>022598</td><td>132.00</td></tr><tr><td>Maestro Tree Services Inv.No. 250</td><td>002599</td><td>140.00</td></tr><tr><td>Employee (Salary for November)</td><td>SO</td><td>600.00</td></tr><tr><td>Employee (Salary adjustment for November)</td><td>002600</td><td>26.43</td></tr><tr><td>HM Revenue & Customs (For November)</td><td>002601</td><td>211.50</td></tr><tr><td>Parish Clerk (Expenses for October/November as per receipts)</td><td>002602</td><td>78.75</td></tr><tr><td>Employee (Salary for December)</td><td>SO</td><td>600.00</td></tr><tr><td>Employee (Salary adjustment for December)</td><td>002603</td><td>26.43</td></tr><tr><td>HM Revenue & Customs (For December)</td><td>002604</td><td>211.50</td></tr></table> 2) Monthly Budget Statement.		CHEQUE NO.	TOTAL	Wickham St Pauls Village Hall Inv.No 2497 & 2507 Pavilion Hire)	002596	30.00	Lyster & Assoc. Inv.No. 2661 (Flyer & Posters)	002597	39.90	JPB Landscapes Inv.No. 1881	022598	132.00	Maestro Tree Services Inv.No. 250	002599	140.00	Employee (Salary for November)	SO	600.00	Employee (Salary adjustment for November)	002600	26.43	HM Revenue & Customs (For November)	002601	211.50	Parish Clerk (Expenses for October/November as per receipts)	002602	78.75	Employee (Salary for December)	SO	600.00	Employee (Salary adjustment for December)	002603	26.43	HM Revenue & Customs (For December)	002604	211.50	Decision
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25/137	All Members	New Items for next agenda. Please note that no decisions can be lawfully made under this item, LGA 12 10 (2) (b) states that business must be specified therefore the council cannot lawfully raise matters for decision.	Information																																				
25/138	All Members	Date of Next Meeting. Parish Council Meeting 27 th January 2026.	Information																																				

THIS NOTICE WAS ISSUED BY:

Mrs Diane Jacob (Clerk & Responsible Financial Officer of Wickham St Pauls Parish Council) 5 Crocklands, Greenstead Green, Halstead, Essex CO9 1QY

APPENDIX 1 (AGENDA ITEM 25/130 ABOVE).

There were a number of long-term items beyond our control and decisions that have not progressed and these are only being discussed at the meeting **where there is a development.**

Item 1. Previous minute number 21/039 Verges. Erosion to verges on Old Road – Update required by Highways.

Item 2. Previous minute number 22/083 Water Leak in road. Water leakage in the road near the Village Hall - Anglian Water have confirmed that this is a Highway issue and has been reported to Highways ref; 2784998 on 5 July 2023 at 16.35pm. Cllr. Snazell has spoken to the Environmental Agency, Norfolk & Suffolk Water and agricultural team – Latest from Highways is The works have commenced on 29 July 2025, drainage channel cut into the grass verge leading into the pond.

Item 3. Previous minute number 24/098 New Projects. Possible new projects were discussed, one possible for further consideration was for underground armoured electricity cable to the village green – and water to the village green to make it easier when holding events. Further information required, update by Cllr Cooper.

Item 4. Wickham St Pauls Consolidated Trust – Update.

Item 5. Previous minute number 25/040 Road outside Village Hall also known as The Green and leading to Oak Farm. To discuss and consider the ownership and responsibility of the road, Cllr Cooper and Cllr Snazell in the process of obtaining information in order to pass onto Essex County Council Highways.

Item 6. Previous minute number 25/093 Item 1 and 2 - Shellards Lane – Update by District Cllr Holland.

Item 7. Previous minute number 25/109 Land adjacent to Scriveners fields. To be discussed, already reported to Enforcement – update by District Cllr Holland.