

**DRAFT - MINUTES OF THE PARISH COUNCIL MEETING OF WICKHAM ST PAULS PARISH COUNCIL
HELD ON Thursday 26th March 2026, AT 7.15pm**

(Date changed, a week early, so that the Parish Council can meet planning deadline dates)

In the Chair: Cllr. M. Cooper
Present Cllrs. Cllr J. Barlow, Cllr. C. Groom, Cllr. P. Shipperley, Cllr. P. Snazell
Clerk: Mrs D. Jacob

District Cllr D. Holland.
Eight members of the public present.

26/020 Welcome and Apologies for Absence.

The Chairman welcomed everyone, apologies for absence received and accepted from County Cllr P. Schwier (due to work commitments).

26/021 Declaration of Interests.

None.

26/022 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

Members of the public expressed their concerns relating to planning application Ref: 26/00583/PIP Description: Permission in principle for the erection of up to 5no. Self-build dwellings. Location: Land West Of Church Road Wickham St Paul Essex
A petition has been signed and various objections sent to BDC, the impact this would have to the village was discussed. District Cllr Holland explained the Braintree District Council Local Plan review and the policies within it.
A member of the public spoke about item 26/026 The Victory Inn - Out door Beer Festival 2026. Dates 17th-20th July 2026 and confirmed that they would like to erect a marquee on the Village Green – opposite the pub near the shelter.

26/023 District and County Councillors to address the members if present.

County Cllr Schwier continues to send regular updates to the Parish Council.
District Cllr Holland updated the Parish Council on the following:- The local government reorganisation as National Government have announced Essex will comprise of 5 unitary authorities from 2028.

26/024 Planning Matters.

Item 1. Updates.

Item 2. New Applications

Ref: 26/00464/FUL

Description: Demolition of existing commercial building and erection of a single dwelling with associated access, parking and amenity space.

Location: Couter Paddock The Green Wickham St Paul Essex

Neutral - No comment from the Parish Council, Braintree District Council to make the decision.

Proposed by Cllr. Cooper seconded by Cllr. Barlow, all in favour, resolution passed.

Ref: 26/00583/PIP

Description: Permission in principle for the erection of up to 5no. Self-build dwellings.

Location: Land West Of Church Road, Wickham St Pauls Essex

Objection

After giving due consideration, Parish Councillors were unanimous in objecting to the proposal. Councillors noted that some 20 or more individual objections have been made, and an objection in the form of a petition headed with objection reasons has been signed by many other village residents.

Most importantly, the National Planning Policy Framework Policy guidelines do not allow for such an application to be approved consequent to previous refusal.

Signed (Chairman).....

26th May 2026

The proposed development site falls outside the defined village envelope.

A number of previous planning applications, two of which went to appeal at The Planning Inspectorate, were all refused consent.

There is an Oak tree with a Tree Preservation Order in place situated on the frontage of this Planning-in-Principle site that prevents a visibility splay.

Church Road has no continuous road kerbing or public footpath and a mean road width of some 4.2metres.

There is no street lighting in Wickham St Pauls.

The site is known to be home to wild life including rabbits, frogs, toads, hedgehogs, dormice, grass snakes and newts. Muntjacs (a small deer) and their fawns (babies the size of small cats) and foxes are frequent seen on this area of land. There is bat activity due to sharing a boundary with "Shellards" a listed farmhouse building dating back some 700 years.

Proposed by Cllr. Snazell seconded by Cllr. Cooper, all in favour, resolution passed.

26/025 Minutes.

Item 1. To confirm the minutes of the Parish Council meeting held on 20th January 2026.

Item 2. To confirm the minutes of the Personnel Committee meeting held on 24th February 2026.

Item 3. To confirm the minutes of the Annual Parish Assembly held on 18th March 2026.

The above minutes were approved as a true and accurate record and signed by the Chairman.

Proposed by Cllr. Cooper seconded by Cllr. Shipperley, all in favour, resolution passed.

26/026 The Victory Inn - Out door Beer Festival 2026. Dates 17th-20th July 2026.

Permission was granted to use the village green. (Risk assessment received).

Proposed by Cllr. Cooper seconded by Cllr. Groom all in favour, resolution passed.

26/027 Dog Show 2026. Saturday 5th September 2026.

Permission was granted to use the village green. (Risk assessment received).

Proposed by Cllr. Cooper seconded by Cllr. Groom all in favour, resolution passed.

26/028 Ponds.

Item 1. The vegetation clearance work that has already been completed around the pond near the Victory Inn was discussed and it was agreed that it had enhanced the area.

Item 2. It was agreed that the willow from around the pond near the village Hall needs to be cut down, Parish Clerk to obtain quotes.

Proposed by Cllr Snazell seconded by Cllr Barlow, all in favour resolution passed.

26/029 Council documents.

The Parish Council approved and adopted the following policies:

1. Scheme of Delegation
2. General Reserves
3. Vexatious and Persistent Complaints

Proposed by Cllr. Cooper seconded by Cllr. Groom, all in favour resolution passed.

26/030 Matters Arising.

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 – No update.

Item 2. Previous minute number 22/083 Water Leak in road. Latest from Highways e-mail is that County Cllr Schwier is trying to set up a site meeting with Highways and the Parish Council.

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 – The Trust is continuing to operate.

Item 5. Road outside Village Hall also known as The Green and leading to Oak Farm. Previous minute 25/040 To discuss and consider the ownership and responsibility of the road Cllr Snazell gave a in-depth report of the evidence obtained, and

Signed (Chairman).....

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correspondence received from Essex County Council, to redirect the information back again to the Cabinet Member of Highways of Essex County Council and the Legal department. The Parish Council expressed thanks to Cllr Snazell and his perseverance with this item.

Item 6. Previous minute number 25/093 Item 1 and 2 - Shellards Lane – In July District Cllr Holland, was asked by Wickham St Pauls Parish Council to look into what can be done to secure the future of Shellards, a 14th or 15th-century listed cottage. Braintree District Council Building Control has assessed the building and concluded that it is not a risk to the public.

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

Item 8. Previous minute number 25/118 – Quality Ward Scheme - Silver Level work in progress – ongoing.

Item 9. Previous minute number 25/131 Tree Survey – Discussed at November meeting - Report from Cllr Cooper and Cllr Snazell now received and held on file.

26/031 Financial Matters.

- 1) Financial Statement for (Items to be approved for payment and signed as per payment schedule).

	CHEQUE NO.	TOTAL
HandyKing Inv. No. 349	002616	300.00
Wickham St Pauls Village Hall Fund (Hall Hire Invoices 2522, 2524, 2529)	002617	55.00
HandyKing Inv. No 354	002618	250.00
Braintree District Council (Green bin collection 2026 from the Village Hall)	002619	55.00
Derek Stokes (As per receipts)	002620	34.04
Employee (Salary for March)	DD	600.00
Employee (Salary adjustment for March)	002621	26.43
HM Revenue & Customs (For March)	002622	211.50
Employee (Expenses for February/March as per receipts)	002623	91.04
Affina Inv. No. 131208 (payroll services for October- December 2025)	002624	108.00
Affina (payroll services for January – March 2026)	002625	108.00
Payments below from new financial year budget 2026/2027.		
Anthony Lister (Flyers for Annual Parish Assembly 2026)	002686	30.72
WI (Refreshments for Annual Parish Assembly 2026)	002687	180.00
Employee (Salary for April)	DD	600.00
Employee (Salary adjustment for April)	002688	39.70
HM Revenue & Customs (For April)	002689	To be confirmed

- 2) Monthly Budget Statement. Received and noted.

Proposed by Cllr. Cooper, seconded by Cllr. Barlow, all in favour, resolution passed.

26/032 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.

Any new items to be sent to the Clerk so that they can appear on the next agenda.

26/033 To exclude the press and public.

Public Bodies (Admission to Meetings) Act 1960

Signed (Chairman).....

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‘That the public be excluded from the meeting during consideration of Agenda Item 26/034 and 26/035 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business subject to the public bodies admission to meetings Act 1960 Section 1 Sub-section 2.

Resolution to exclude members of the press and public.

Proposed by Cllr. Cooper, seconded by Cllr. Barlow, all in favour, resolution passed.

26/034 Personnel Matters.

The recommendations by the Personnel Committee as per the minutes were agreed and accepted.

Proposed by Cllr. Cooper, seconded by Cllr. Barlow, all in favour, resolution passed.

26/035 Payroll Provider Contract.

To discuss and consider the renewal of the payroll provider contract.

Payroll provider fee for 2026/2027 effective April 2026 to confirm or otherwise it was agreed to accept the proposed price increase from the payroll providers from £30.00 per month to £34.00 per month with effect from 1 April 2026.

Proposed by Cllr. Cooper, seconded by Cllr. Barlow, all in favour, resolution passed.

26/036 Date of next Meeting.

Annual Parish Meeting (AGM) followed by Parish Council Meeting Tuesday 26th May 2026 (7.15pm).

Meeting closed at 8.20pm.