

**DRAFT - MINUTES OF THE PARISH COUNCIL MEETING OF WICKHAM ST PAULS PARISH COUNCIL
HELD ON Tuesday 28th July 2026, AT 7.15pm**

In the Chair: Cllr. M. Cooper (Chairman)
Present Cllrs. Cllr J. Barlow (Vice-Chairman), Cllr. C. Groom, Cllr. P. Shipperley, Cllr. P. Snazell
Diane Jacob (Parish Clerk & Responsible Financial Officer)

County Cllr N. Robins
District Cllr D. Holland
Eight members of the public present.

26/068 Welcome and Apologies for Absence.

The Chairman welcomed everyone, no apologies for absence.

26/069 Declaration of Interests.

None.

26/070 Public Participation Session with respect to items on the agenda and other matters that are of mutual interest.

A member of the public raised the issue relating to access and landownership near Fox Yard around the village pond. The landowner produced a copy of a conveyance document dated 1964 showing the area, a front gate was replaced and further information is required, item to be on the September agenda.

The Digigo bus on demand service was discussed; full details are on the noticeboard.

A Essex County Council free school uniform for 4-16 year olds preloved uniform event will take place on 14th August 10.30am to 12.30pm full details on the noticeboard.

The main pond – needs clearing as it has builders rumble in the bottom of it – to set up a volunteer working group.

The Harvest Pet service event organised by the Church, was granted permission for 20th September at 2pm a risk assessment is in place.

Thanks expressed to the event organiser of the beer festival, which was very well attended over the weekend.

26/071 District and County Councillors to address the members if present.

County Cllr Robins updated the Parish Council on the following:

Potholes in area and confirmed ECC now has 12 crews covering the district.

Local government reorganisation is under review and ECC have requested a time extension from National Government.

The reservation charge for library books has been scrapped.

Locality funding may be available for projects, to check and apply for grants first before proceeding.

Any issues with the Digigo bus service to be reported to him so that he can then follow up.

District Cllr Holland updated the Parish Council on the following:-

National grid and energy industries developments in the area, designated landscapes and grid supply points

Climate emergency and net zero. The local government reorganisation this is currently under review by the new leader of Essex County Council. The new Waste and Recycling scheme was discussed and the collection frequency, this is currently being monitored by BDC and will be reviewed. Planning enforcement issues. Definitive footpath maps.

Signed (Chairman).....

29th September 2026

26/072 Planning Matters.**Item 1. Updates. Ref: 26/00983/PLD**

Application for Certificate of Lawfulness for a proposed development: Installation of 12 No. solar panels.

Location: 1 Oak Cottages Shellards Lane Wickham St Paul Essex CO9 2PP

Due to the nature of the application - For information only.

Item 2. New Applications**Application No: Ref: 26/01156/FUL**

Description: Demolition of existing commercial building and erection of 1 No. dwelling house with associated access, parking and amenity space.

Location: Couter Paddock The Green Wickham St Paul Essex

Objection.

Comments sent to BDC as previous applications.

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

Ref: 26/01387/HH & 26/01388/LBC

Description: Proposed single-storey rear extension and side porch, replacement windows with alterations to fenestration, and internal and external alterations and repairs including floor replacement, installation of underfloor heating, internal reconfiguration and treatment of existing timber.

Location: Netherby Cottage Old Road, Wickham St Pauls, Essex CO9 2PU

No objection, support the application.

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

25/073 Minutes.

Item 1. To confirm the minutes of the Annual Parish meeting held on 26th May 2026.

Item 2. To confirm the minutes of the Parish Council meeting held on 26th May 2026.

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

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

26/074 RoSPA 2026.

Item 1. The Parish Council confirmed receipt and discussed and the annual RoSPA play equipment etc report and noted the issues and recommendations.

Item 2. Swings - to replace one top link on the junior seat and it was agreed to accept a quote for £257.50 plus VAT. Chapel Yard overgrown vegetation and grass area, volunteer will cut it twice a year in April and October free of charge. Bench joints loose and have now been fixed, new football goal net will be installed, and a new brush for the circular seat has been purchased, the timber under the seat on the seesaw has been sanded, so no splinters.

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

26/075 The Village Green.

The public/footpath access to the pond near Fox Yard, further information required (see item 26/070 above) - item deferred to be on the September agenda.

The shelter opposite the Victory Inn requires roof repairs, to obtain quotes and item to be on the next agenda.

It was confirmed that a contractor has been appointed and he will clear the willow from the pond near the village hall in September.

26/076 Horse chestnut tree.

The horse chestnut tree near the village hall car park entrance/exit to consider the lower branches. It was agreed to contact an arboriculturalist for professional advice and information – item deferred to be on the next agenda.

26/077 Picnic Benches on the Village Green.

The Victory Inn would like to request permission to put six picnic benches onto the Village Green from 1st May until 30th September (summer months) each year. It was discussed and the Parish Council agreed permission for the remaining months of this year only.

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

26/078 Fireworks on the Village Green 2026 – ‘Trafalgar Night’

The date and time was confirmed for the event, Saturday 24th October at 7.15pm and it was confirmed that a risk assessment is in place.

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

26/079 Christmas 2026.

The date for Christmas Light event and switch-on date time was confirmed and it will take place on Saturday 5th December at 6.15pm it was confirmed that a risk assessment is in place.

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

26/080 Item 1. Footpaths – Public Rights of Way.

To discuss the public footpaths and definitive map, to look at maps and to clarify routes within the local area, as some have been diverted by landowners over the years. It was confirmed that Essex County Council cut the public footpaths twice a year. Further information required, item to be on the next agenda.

Item 2. Land Registry.

To discuss the village green land registered. Further information required, item to be on the next agenda.

26/081 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 – 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 and Highways site meeting held and the works is programmed to be undertaken by Highways in the coming months, works has now been competed by Highways, to remove item from future agendas.

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. No update by Cllr Cooper.

Item 4. Wickham St Pauls Consolidated Trust – No update.

Item 5. Previous minute number 25/040 Road outside Village Hall known as The Green and leading to Oak Farm. To discuss and consider the ownership and responsibility of the road, Cllr Cooper, Cllr Snazell and the Parish Clerk attended a site meeting with County Cllr. Nathan Robins and discussed information; he is now in the process of holding a meeting with the Head of Highways Mark Webster to discuss all the evidence provided by the Parish Council.

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

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 ongoing.

26/082 Financial Matters.

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

	CHEQUE NO.	TOTAL
Wickham St Pauls Village Hall Fund Inv. 2544 & 2551	26702	30.00
RoSPA Playsafety Ltd Inv. 98124	26704	99.60
JPB Landscapes Inv. 2005 & 2036	26705	264.00
Zurich Insurance Inv. No. 554848940 (reissued)	26706	603.35
Affina Ltd Inv. 153911	26707	122.40
Derek Stokes (Reimbursement as per receipt)	26708	11.99
Paul Snazell (Reimbursement as per receipts)	26709	29.35
Employee (Salary for July)	DD	600.00
Employee (Salary adjustment for July)	26710	39.50
HM Revenue & Customs (For July)	26711	217.37
Employee (Expenses for June/July as per receipts)	26712	85.09
Employee (Salary for August)	DD	600.00
Employee (Salary adjustment for August)	26713	39.70
HM Revenue & Customs (For August)	26714	217.17
Derek Stokes (Reimbursement as per receipt)	26715	4.48

- 2) Monthly Budget Statement. Received and noted.

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

26/083 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 as soon as possible, so that they can appear on the next agenda.

26/084 Date of Next Meeting.

Parish Council Meeting Tuesday 29th September 2026 (7.15pm)

Meeting closed at 8.57pm.

Signed (Chairman).....

29th September 2026