



WICKHAM ST PAULS PARISH COUNCIL

<https://wickhamstpaulsparishcouncil.org/>

22ND SEPTEMBER 2026

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 29TH SEPTEMBER 2026 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
26/085	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
26/086	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
26/087	All Members	Public Participation Session with respect to items on the agenda and other matters that are of mutual interest. The maximum time allowed 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
26/088	All Members	District and County Councillors to address the members if present. District Councillor and County Councillor.	Information
26/089	All Members	Planning Matters. Item 1. Updates. Item 2. New Applications TO CONSIDER ANY NEW APPLICATIONS RECEIVED IN ORDER TO MEET DEADLINE DATES.	Decision
26/090	All Members	Minutes. To confirm the minutes of the Parish Council meeting held on 28 th July 2026.	Decision
26/091	All Members	The Village Green. Previous minute number 26/075 To discuss and consider landownership near Fox Yard around the village pond.	Decision
26/092	All Members	Village pond opposite the Victory Inn. To confirm that a working group has cleared the pond of building rubble and a skip was ordered at a cost of £312.00 Inc VAT	Decision
26/093	All Members	Horse chestnut tree. Previous minute number 26/076 The horse chestnut tree near the village hall car park entrance/exit to consider the lower branches.	Decision
26/094	All Members	Harvest & Pet Service. Previous minute number 26/070. Permission to use the village green.	Decision

26/095	All Members	Remembrance Service 2026 Permission to hold the Remembrance Service on the village green on Sunday November 8th at 10.45am. Risk assessment has been received.	Decision																																																						
26/096	All Members	Trafalgar Event 2026. Item 1. To discuss and confirm that in 2019 the initial cheque given to the Parish Council was £2,178.27 and was paid into the bank on 30 th January 2019. Item 2. This year 2026 will be the last year that the Parish Council will be assisting with this event.	Decision																																																						
26/097	All Members	Insurance for events and activities on the Village Green. The Parish Council Insurance will not offer any cover for activities not organised and supervised by the Parish Council. The organiser should consider making their own arrangements for Public Liability insurance. For charities and not-for profit organisations with an annual income below £100,000, the online self-service policy may be suitable. Please see the link Zurich Charity Insurance	Information to note.																																																						
26/098	All Members	Shelter. To discuss and consider three quotes to repair the roof of the shelter opposite the Victory Inn.	Decision																																																						
26/099	All Members	Play Equipment for the under 5s. To discuss and consider purchasing and providing play equipment for the under 5s.	Decision																																																						
26/100	All Members	Grant request from the Church. To discuss and consider a grant request (as per application form) for financial help for the churchyard, in particular the pollarding of the horse chestnut tree in the churchyard.	Decision																																																						
26/101	All Members	Parish Calendar 2027/2028 To consider dates and to adopt the Parish Calendar and to confirm a date for the Annual Parish Assembly 2027. (Annual Parish Assembly to take place from 1 st March - 1 st . June 2027).	Decision																																																						
26/102	All Members	Internal Auditor. To consider to appoint Jan Stobart as the internal auditor for financial year 2026/2027.	Decision																																																						
26/103	All Members	Previous minute number 26/080. Item 1. Footpaths – Public Rights of Way. To discuss the public footpaths and definitive map. Update by Cllr Snazell. Item 2. Land Registry. To discuss the village green land registered. Update by Cllr Snazell.	Decision																																																						
26/104	All Members	Matters Arising – Updates. See items below Appendix 1.	Information																																																						
26/105	All Members	Financial Matters. 1) Financial Statement for (Items to be approved for payment and signed as per payment schedule). <table><tr><th></th><th>CHEQUE No.</th><th>TOTAL</th></tr><tr><td>Colne Skip Hire Inv. No. 23744</td><td>PAID</td><td>312.00</td></tr><tr><td>Dynamic Fireworks</td><td>002716</td><td>848.27</td></tr><tr><td>One Stop Promotions</td><td>002717</td><td>22.68</td></tr><tr><td>JPB Landscapes Inv. 2057</td><td>002718</td><td>264.00</td></tr><tr><td>Wickham St Pauls Cricket Club</td><td>002719</td><td>1,200.00</td></tr><tr><td>Wickham St Pauls Village Hall Fund Inv. 2563 and Inv. 2667</td><td>002720</td><td>16.00</td></tr><tr><td>Derek Stokes (Reimbursement as per receipts)</td><td>002721</td><td>51.90</td></tr><tr><td>Employee (Salary for September)</td><td>DD</td><td>600.00</td></tr><tr><td>Employee (Salary adjustment including back pay for September)</td><td>26722</td><td>162.32</td></tr><tr><td>HM Revenue & Customs (For September)</td><td>002723</td><td>270.99</td></tr><tr><td>Employee (Expenses for August/September as per receipts)</td><td>002724</td><td>68.32</td></tr><tr><td>Employee (Salary for October)</td><td>DD</td><td>600.00</td></tr><tr><td>Employee (Salary adjustment for October)</td><td>002725</td><td>60.07</td></tr><tr><td>HM Revenue & Customs (October)</td><td>002726</td><td>226.21</td></tr><tr><td>HandyKing Inv.392</td><td>002727</td><td>390.00</td></tr><tr><td>Playquip Inv.9730 (Repairs to swing links)</td><td>002728</td><td>309.00</td></tr><tr><td>Paul Snazell (Reimbursement as receipts)</td><td>002729</td><td>18.20</td></tr></table>		CHEQUE No.	TOTAL	Colne Skip Hire Inv. No. 23744	PAID	312.00	Dynamic Fireworks	002716	848.27	One Stop Promotions	002717	22.68	JPB Landscapes Inv. 2057	002718	264.00	Wickham St Pauls Cricket Club	002719	1,200.00	Wickham St Pauls Village Hall Fund Inv. 2563 and Inv. 2667	002720	16.00	Derek Stokes (Reimbursement as per receipts)	002721	51.90	Employee (Salary for September)	DD	600.00	Employee (Salary adjustment including back pay for September)	26722	162.32	HM Revenue & Customs (For September)	002723	270.99	Employee (Expenses for August/September as per receipts)	002724	68.32	Employee (Salary for October)	DD	600.00	Employee (Salary adjustment for October)	002725	60.07	HM Revenue & Customs (October)	002726	226.21	HandyKing Inv.392	002727	390.00	Playquip Inv.9730 (Repairs to swing links)	002728	309.00	Paul Snazell (Reimbursement as receipts)	002729	18.20	Decision
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		2) Monthly Budget Statement. 3) To discuss and confirm that the bank accounts are dual signature and to arrange bankline (in order to be able to make online authorised payments).	
26/106	All Members	Co-option. Item 1. Public and candidate to leave the meeting. Item 2. Parish Council to discuss and consider candidate by a signed ballot, in accordance with the Wickham St Pauls co-option policy. Item 2. Co-opted candidate to sign acceptance of office. Item 3. Candidate to sign to receive the Council Summons and agenda electronically by dedicated Parish Council e-mail address. Item 4. Declaration of Interests form to be completed and sent direct to Braintree District Council within 28 days.	Decision
26/107	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
26/108	All Members	Date of Next Meeting. Parish Council Meeting 24th November 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 Tel: 07907631172 E-mail: parishclerk@wickhamstpaulsparishcouncil.org

APPENDIX 1 (AGENDA ITEM 26/103 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 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 3. Wickham St Pauls Consolidated Trust – Update.

Item 4. 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. A on-site meeting was held on Friday 17th July with newly elected County Cllr Nathan Robins and Cllr Cooper and Cllr Snazell are in the process of obtaining information in order to pass onto Essex County Councillor Nathan Robins so it can be presented to the head of Essex County Council Highways.

Item 5. Previous minute number 25/093 Item 1 and 2 - Shellards Lane – Update by District Cllr Holland.

Item 6. Previous minute number 25/109 Land adjacent to Scriveners fields. To be discussed, already reported to Enforcement – update by District Cllr Holland.