

STAMBOURNE PARISH COUNCIL

Minutes of the meeting held on Thursday 20 November 2025 at 7.30pm. The meeting was held in the village hall.

PRESENT:

Mr Andrew Drysdale
Mr Martyn Fall
Mrs Wendy Anderson
Mr Neil Pyman (Chair)

Mr Nathan Robins
Mrs Val Kerrison
Mrs Karen Grant

IN ATTENDANCE:

4 Members of the public
Cllr Peter Schwier (ECC)
Cllr Richard van Dulken (BDC)

CLERK:

Mrs Deborah Hilliard

Statements were invited from the members of public present:

A member of the public presented their statement regarding planning application re planning application. 25/02346/COUPA - Unit 2 Greenfields Farm Great Yeldham Road Stambourne Essex CO9 4ND raising objections to the proposal and stating concerns re overdevelopment of the site, highways and access concerns and a boundary dispute with a neighbouring property. They asked the Parish Council to support their concerns and register an objection with Braintree District Council.

25/81 Apologies for absence

None.

25/82 Minutes of meeting held on 18 September 2025

The minutes of the meeting held on 18 September 2025 were approved as a correct record and signed.

25/83 Matters arising from the minutes of the previous meeting.

In response to a question Debbie confirmed she had received the bleed kits. It was agreed that Andrew and Martyn would arrange to install them. The Parish Council will liaise with the Chapel representative about the location.

25/84 Declaration of Interests

None

25/85 Report of District Councillor/County Councillor

Cllr Van Dulken (Braintree District Council) reported. Points noted were:-

- Councillors' Community Grants – the scrutiny committee were proposing to increase the grant to £1,500 per annum for the next 2 years. Cllr Van Dulken had a small amount remaining in this year's budget.
- Bus service 89 – After a cut in services the bus company had agreed to reinstate a couple of services to help residents.
- Local plan – BDC were reconsidering some sites previously discounted in order to meet the required number of houses being built. However, this did not include the two sites put forward in Stambourne
- Weathersfield airbase– It was noted that numbers had decreased to 926.

- Local government re-organisation – It was noted that BDC and ECC supported having 3 unitary areas with Braintree merging with Uttlesford, Tendring and Colchester. A consultation was available and Cllr Van Dulken encouraged residents to engage with the consultation.
- New Waste Collection – Due to be introduced in June 2026. It was noted that all residents would soon be issued a letter notifying them of the arrangements.

There were no questions and Cllr Van Dulken was thanked for his report.

Cllr Peter Schwier (ECC) reported. Points noted were:-

- Grants – It was noted that ECC had a Locality Grant with funds available for capital grants. Cllr Schwier reminded the parish council that the CIF Fund deadline was 28 November 2025.
- Highways Highlights – It was noted that ECC Highways covered 40% of Essex roads for gritting in bad weather and had priority list. Last year they covered 36,000km of road. ECC were also renegotiating highway contracts and the new contracts will take account of the change to unitaries.
- Trading standards – It was noted that ECC spent £1.2m lower than the spend of other Councils but removed the highest number of counterfeit goods from the marketplace.

Parish Councillors asked – The Police and Crime commissioners were going to be discontinued; will the new mayor take that job? Yes. And they will be looking after Essex police.

There were no further questions. Cllr Schwier was thanked for his report and left the meeting.

25/86 Pavilion

- Closing up for winter – Martyn confirmed he had drained the system and the pavilion was closed for the winter. It was noted he had upgraded some of the insulation. It was further noted that the tap on the kitchen sink was loose and needed attention. Karen Grant advised that her husband might be able to help.
- Signage – Andrew confirmed he had put up the two signs regarding dogs on the playing field – one on the gate and one on the pavilion.

It was proposed and agreed that a parking disclaimer sign should be installed. Debbie will order one.

25/87 Playing Field

- CIF Application – The Clerk had completed the application form which had been circulated prior to the meeting. After review and consideration, it was proposed and unanimously agreed that the CIF application be signed by the Chair and Clerk and submitted.
- Gate agreement – Three copies of the gate agreement were approved and signed by the Chair. Debbie will liaise with the landowner for them to sign.
- Painting of play equipment – Wendy reported that she and her husband had looked at the paintwork, however the scope of work was beyond what they could reasonably do, and some rust needed attention. They had also noted that some of the safety matting needed attention. It was noted that the play equipment was inspected by a licenced provider every year. It was noted that the Parish Council had a supply of the rubber infill needed for the mats and it was agreed that Martyn and Neil would action this in the spring. Martyn and Neil will review the equipment and matting and report back to the March meeting.
- Trees – It was noted Andrew and Neil had cut back some of the branches on the boundary between the playing field and the church. It was proposed and agreed that the tree surgeon who completed the tree report in 2024 should be contacted to carry out the next stage of his recommended works as per the report. Debbie and Andrew will recirculate the report and it will be reconsidered at the January meeting to confirm what work was needed.

25/88 Highways

Nothing to report

25/89 Footpaths

Val advised she had not been made aware of any issues. It was noted that the Three Chimneys footpath issue had been repaired.

25/90 Planning

- 25/02346/COUPA - Unit 2 Greenfields Farm Great Yeldham Road Stambourne Essex CO9 4ND
Statement of objection from neighbouring residents was noted.

It was noted that this application was to determine whether planning permission was needed. However, it was further noted that any submitted plans needed to be acceptable. After discussion the Parish Council agreed that it would object to the application on the basis of:-

- Overdevelopment of the site and not in keeping.
- A proposal for 3 residential properties in an industrial area
- Concerns regarding highways access and amount of vehicle movements

It was agreed that Debbie would submit the Parish Council's objection as follows:-

"The Parish Council recognised that there are boundary disputes which need to be resolved before any proposal should proceed. The Parish Council has objections on the basis that the proposal is inappropriate for the location, and it is overdevelopment of site, and it had concerns around highways. It was still an active industrial site with HGVs using it regularly during the working week."

It was noted that Cllr Van Dulken would write a letter supporting the objection of the residents.

The members of the public thanked the Parish Council and Cllr Van Dulken for their support.

Councillor Van Dulken and the members of the public left the meeting.

25/91 Bonfire Night

It was noted as a very successful evening. A number of points were proposed to put in place for 2026 which were minuted separately.

It was noted that one attendee had had damage to their car when driving through the entrance, caused by the socket of the removable post. It was agreed that Debbie would check the insurance provision and excess before responding. It was noted that any settlement would come out of the bonfire fund.

25/92 Correspondence

- Defibrillator monitoring – Chapel End Way – It was noted that Mrs Dowling had given notice that she would step down from monitoring in June 2026. It was noted that another resident had expressed interest in taking this over. Neil will follow up and report back. Debbie will contact the Community Heartbeat Trust to get information on whether the defibrillators needed updating.
- Telephone box book swap – Church Road – It was noted with regret that the organiser of the book swap had contacted Debbie to advise that they would be clearing the books away and stopping the service as, despite notices asking people to leave it tidy, books and inappropriate material were being left there and it was being left untidy.

25/93 Village Hall update

Wendy reported. The Christmas lights event on 29 November was planned with a tombola, refreshments, face painting and carol singing. It was confirmed that Stan, the retiring postman, would be switching on the lights. A tree was being sourced locally.

It was proposed and agreed that the Parish Council present Stan with a garden voucher for his retirement which would be given to him on the 29th November. Debbie will get the voucher and card. Martyn will attend and present

25/94 Budget 2026-27 (previously circulated) completed.

The budget form was considered and completed. It was proposed to bring it back to the January meeting for final agreement. Debbie will circulate.

25/95 Finance

Accounts paid

Mrs D Hilliard (wages)	£797.16
PKF Littlejohn (audit)	£252.00
Mr M Fall (reimbursement for VAT battery)	£53.22
Mr M Fall (reimbursement for gate sundries)	£33.28
Wave	£51.54
Electricity	£44.36
Eden Print (newsletter)	£32.00
Creamer Fund (Bleed kits)	£370.00
Mrs D Hilliard (bonfire night float)	£955.00
Mrs W Anderson (reimburse bonfire night sweets)	£71.53

Accounts to be paid

Mr M Fall (reimbursement bonfire night glowsticks)	£191.57
Eon (electricity)	£19.24
T&M Boughtwood (lawnmower repair)	£444.00
Mr M Turner (grass cutting)	£430.77
Silver Link	£150.00
Stambourne Church (grass cut)	£250.00
Stambourne Chapel (grass cut and electricity)	£260.00

Monies received

Bonfire night (cash in)	£9,080.47
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Balances

Balance of current account	£30,603.95
Reserve Account	<u>£ 4,233.10</u>
Total	£34,837.05
Balance of Bonfire fund	<u>£19,408.93</u>
	£15,428.12

25/96 Date, Time and Place of meetings for 2026

22 January 2026
 19 March 2026
 14 May 2026
 23 July 2026
 24 September 2026
 19 November 2026

All at 7.30pm in the village hall.

There being no further business to discuss the meeting closed at approximately 9.20pm

Signed: DELG-

Dated: 22-01-26