

STAMBOURNE PARISH COUNCIL

**Minutes of the Annual General meeting held on Thursday 21 May 2026 at approximately 8.00pm.
The meeting was held in the village hall.**

PRESENT:

Mr Neil Pyman

Mr Nathan Robbins (Stambourne Parish Council and
Essex County Council)

Mr Martyn Fall

Mrs Val Kerrison

Mrs Wendy Anderson

Mr Karen Grant

IN ATTENDANCE:

Cllr Richard van Dulken (BDC)

2 Members of the public

CLERK:

Mrs Deborah Hilliard

Neil Pyment welcomed everyone to the meeting and thanked everyone for attending. Members of the public were invited to make statements.

The 2 members of the public present made a statement regarding the proposal for a large solar farm on land at Robin Hood End. It was noted that the Parish Council had not been made aware of the proposal. The members of the public were residents of Robin Hood End and were extremely concerned about the significant impact this could have on them and the wider community and asked that the Parish Council would oppose the proposal.

It was agreed that the statement would be emailed to the clerk who would circulate it to parish councillors for consideration and it was noted that an extraordinary parish council meeting could be held.

26/41 Election of Chair for the year 2026-27

Karen Grant proposed, and Martyn Fall seconded, with all in favour, that Neil Pyman be elected Chair of the Parish Council for the year 2026-7. There were no further nominations, and Neil Pyman was duly elected.

26/42 Election of Vice-Chair for the year 2026-27

Val Kerrison proposed and Wendy Anderson seconded, with all in favour, that Andrew Drysdale be elected Vice-Chair of the Parish Council for the year 2026-27. There were no further nominations, and Andrew Drysdale was duly elected.

26/43 Apologies for absence.

Apologies were received and accepted from Andrew Drysdale.

26/44 Appointment of Representatives

Representatives were confirmed as:

- Village Hall Committee – Wendy Anderson
- Emergency Planning – Nathan Robins
- Footpaths – Val Kerrison
- Tree Warden – Andrew Drysdale

26/45 Declaration of interests, personal or prejudicial

There were no declarations made.

26/46 Minutes of meeting held on 19 March 2026

The minutes of the meeting held on 19 March 2026 were approved as a correct record and signed.

26/47 Matters arising from the minutes of the previous meeting

There were no matters arising.

26/48 Report of District/County Councillor

Cllr van Dulken reported. Points noted were:-

- Improvements to the bus service from Great Yeldham-Halstead and beyond.
- Cllr van Dulken reported he had attended a garden party at Buckingham Palace.
- Wethersfield Airbase – numbers currently at 777. James Cleverly MP had launched a petition to ensure the 2027 closure would go ahead.

Cllr Robins reported. Points noted were:

- The proposed diversion to Footpath 24 in Dyers End would proceed.
- Regarding the proposal for a solar farm Cllr Robins advised that it was the administration's policy that agricultural land should remain as agricultural land and not be used for anything else.
- The registration fee for Essex libraries had been reversed.
- Local Government reorganisation – the new administration had written to the Secretary of State to oppose the re-organisation.

Cllr van Dulken and Cllr Robins were thanked for their reports. Cllr van Dulken left the meeting.

26/49 Review of Documents

- Standing Orders
- Financial Regulations
- Policies
 - Budget Virement Policy
 - Code of Conduct Policy
 - Co-option Policy
 - Disciplinary Policy
 - Equalities Policy
 - Expenses Policy
 - GDPR Policy
 - Grievance Procedure
 - Health and Safety Policy
 - Record Management Policy
 - Sickness Absence Policy
 - Social Media Policy
 - Reserves Policy

Approved.

26/50 Pavilion

Points noted were:-

- Martyn reported that the end of the pavilion which faced the car park was in need of repainting and some boards at the base of the front of the pavilion were rotten and needed repainting. It was agreed that an estimate be sought. Martyn will arrange this.
- The parish council had been approached by a local resident who was looking into setting up an art club and had asked if it could use the pavilion regularly but for a short time of approximately 2 hours for each session, and wanted a cost. It was agreed to respond that the parish council were happy to consider some options if the group would send details of how often they would meet.

26/52 Playingfield

Points noted were:-

- Grass cutting – it was noted that the new contractor was cutting the grass as agreed and this would be reviewed at the end of the summer.
- Tree trimming – it was noted that Andrew was not present to report. An update would be sought for the next meeting.
- Ash removal – it was noted that arrangements to remove the ash were in hand.
- Play equipment inspection – it was confirmed that the inspection had been arranged and the report was awaited.
- Play equipment repainting – the parish council thanked Mr Anderson for his work repainting some of the play equipment.
- Picnic tables – Martyn was thanked for maintenance work on the playing field including sanding down the picnic tables and re-setting the socket for the removable bollard.
- Dog bin – it was agreed that a bin could be purchased for the playing field. The clerk will order.

Additional item

- Defibrillator at Chapel End Way – it was noted that Mrs Pyman had kindly offered to take over monitoring the defibrillator when Mrs Dowling stepped down in June. The parish council thanked Mrs Dowling for carrying out this role for some years and also thanked Mrs Pyman for agreeing to take over.

26/53 Footpaths

Noted above.

26/54 Highways

Damage to verges and roads, Chapel End Way – it was noted that Anglian Water had agreed to rectify the damage caused by tankers parking to pump out the tank near Slough Farm, but no action had so far been taken. The Clerk will contact Anglian Water.

26/55 Planning

Solar Farm proposal, Robin Hood End – The concerns of members of the public were noted. It was agreed that the two members of the public present would send the clerk copies of their statement. It was noted that an extra-ordinary meeting may be needed.

26/56 Insurance Renewal

The renewal documents had been circulated prior to the meeting. It was agreed to sign up to the 3 year agreement as quoted by Zurich Insurance.

26/57 Verge Cutting 2026

- **Verge cutting** - It was noted that the Parish Council had been funded to verge cut for 2026 by ECC. It was agreed that M&N Pyman would undertake 2 cuts one in June and September.

26/58 Correspondence

None.

26/59 Accounts Year Ended 31 March 2026

- *Annual Governance Statement* – The Annual Governance Statement was received, considered and accepted.
- *Accounting Statement* – The Accounting Statement, AGAR form and associated documents for the accounts for the year ended 31 March 2026 had been circulated prior to the meeting and were considered. It was noted that the documents had been internally audited and approved. After consideration it was proposed and unanimously agreed that the accounts for the year ended 31 March 2026 be approved.

26/60 Nominate Person responsible for Finance for the year 2026-27

It was agreed to nominate the Parish Clerk, Debbie Hilliard as person responsible for finance for the year 2026-27.

26/61 Nominate Internal Auditor for the year 2026-27

It was agreed to nominate Saffron Accounting as the Internal Auditor for the year 2026-27.

26/62 Finance

Accounts Paid

Eden Print (newsletter)	£32.00
Mrs D Hilliard (wages)	£822.64
Technical Tree Services	£650.00
Eon (electricity)	£18.23
Wave (water)	£55.24
NVPC Ltd (PAT testing)	£72.00

Monies Received

1 st half precept (BDC)	£4995.00
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Accounts to be paid

Zurich (insurance renewal)	£951.10
EALC (annual subs)	£164.02

Notional Balances at 28 April 2026

Balance of current account	£25,530.79
Balance of high interest account	<u>£ 4,256.20</u>
	£29,786.99
Less Bonfire fund	<u>£13,825.36</u>
	£15,961.63

26/63 Date, time and place of next meetings.

23 July
24 September
19 November

There being no further business to discuss the meeting closed at approximately 9.00pm.

Signed: D. E. Jones

Dated: 23.7.26.