GREAT CANFIELD PARISH COUNCIL

Clerk to the Council – Oliver Rogers

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Councillors are hereby summoned to attend the Ordinary Parish Council meeting which will be held in Great Canfield Village Hall on MONDAY 19th JANUARY 2026 at 8PM for the purpose of transacting the business set out on the agenda below. The press and public are cordially invited to attend.

Signed

Oliver Rogers
Clerk/RFO

1st January 2026

MEETING AGENDA

25/114 APOLOGIES FOR ABSENCE

Elected members who are unable to attend the meeting are requested to email the Clerk with their apologies ahead of the meeting.

25/115 DECLARATION OF INTERESTS FOR THIS MEETING

25/116 PUBLIC FORUM (Maximum 15 minutes)

25/117 VILLAGE HALL UPDATE

25.117.01 To discuss and decide on a proposal from the Parochial Church Council in relation to the sale of the Village Hall.

25/118 COMMERICAL PROPOSAL FOR NURSERY GROVE

25.118.01 To consider and decide a motion of acceptance or refusal of the commercial proposal relating to a Parish Council owned easement at Nursery Grove.

25/119 MINUTES OF ORDINARY PARISH COUNCIL MEETING seeking approval for minutes of the previous meeting, Monday, 15th December 2025.

25/120 COUNTY AND DISTRICT CLLRS REPORT

25/121 COUNCILLORS REPORTS

To receive reports on the following from lead Cllrs.

- Footpaths, Byways, Bridleways and Greens – Cllr Donald
- Highways/Road Safety – Cllr Anderson
- Crime Prevention – Cllr Stratton
- Tree Warden – Cllr Knight

25/122 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

- Clerk's CiLCA training application update
- Clerk met with Zoe Morgan at Ashfields on 14th January to discuss the defibrillator and Zoe confirmed there is a regular check, often weekly of the defibrillator. Zoe has

agreed for Ashfields to purchase two new sets of pads as these are close to expiration dates.

- Clerk met with Robert McGown on Friday 9th January and discussed the proposed pond project. As a gesture of goodwill, Robert has kindly offered to clear part of a ditch in the second pond to make sure this is draining correctly. An ecological study is necessary to see if Great Crested Newts are present in the ponds and to help with this cost a grant application has been made to the Local Nature Recovery Partnership - Community Fund for £2,000.

25/123 PLANNING APPLICATIONS [See APPENDIX A]

25.123.01 To discuss and decide on comments for the below planning applications.

25/124 FINANCE [See APPENDIX B]

25.124.01 Agreement to make the following below payments.

25/125 PRECEPT AND BUDGET FOR 2026/27

25.125.01 To receive a report on the parish council finances for the period April to December 2025.

25.125.02 To review the reserves policy and discuss and agree any amendments.

25.125.03 To receive a draft budget for 2025/26 and discuss and agree the parish precept for 2026/27.

25/126 VILLAGE HALL EMERGENCY LIGHTING WORKS

25.126.01 To discuss and decide on quotes for installation of emergency lighting and electric exit signs.

25.126.02 Update on Village Hall works and implementation of actions from the Health and Safety review, which is now complete.

25/127 ITEMS TO NOTE FOR THE NEXT MEETING

25/128 FUTURE DATES OF NEXT MEETINGS

Monday 16th February	Monday 20th July
Monday 16th March	Monday 21st September
Monday 20th April	Monday 19th October
Monday 18th May	Monday 16th November
Monday 15th June	Monday 21st December

25/129 DATE OF NEXT MEETING Monday, 16th February 2026 at 8pm in Great Canfield Village Hall.

APPENDIX A

REF	ADDRESS	DESCRIPTION	DETAILS
New applications			
UTT/25/3316/HHF	The Rectory Marsh Farm Lane Great Canfield Essex CM6 1JX	Internal and external alterations to house and garage including changes to the fenestrations, replace the flat roof on the rear bay window with a new tiled roof, replace windows and doors with uPVC wood grain effect double glazing, house and garage to be rendered to cover existing brickwork, removal of concrete shelf porch and replace with oak frame porch with tiled dual pitched roof, garage roof replaced with tiled dual pitched roof.	Delegated Decision
Information only			
UTT/25/2926/FUL	Whitedale Great Canfield Road Takeley Essex CM22 6SX	S73 application to vary condition 2 (approved plans) of UTT/22/1181/HHF (amended under UTT/24/0634/NMA) to facilitate the minor footprint increase to erect a single storey side extension for ancillary plant.	Approved with conditions
UTT/25/2807/HHF	Bacons Bacon End Road Great Canfield Essex CM6 1JW	Alterations to garage to square off the front elevation and provide external steps at the rear.	Approved with conditions

APPENDIX B

The following financial payments are proposed:

PAYMENT TO:	VALUE:
Oliver Rogers, Parish Clerk [December]	£283.30
Hire of Great Canfield Village Hall for Oct/Nov/Dec 2025	£90.00
Alison Clark for Village Hall cleaning services	£80.00
TOTAL:	£453.30