GREAT CANFIELD PARISH COUNCIL

MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL
held at Great Canfield Village Hall on Monday, 15th June 2026 at 08:00pm

Present: Cllrs Michael Knight (Vice-Chair), Jenny Jewell, Richard Stratton, Harry Anderson, Keir Donald and the Clerk, Oliver Rogers.[1] District Cllrs Geoff Driscoll and Neil Reeve also in attendance.

0 members of the public in attendance.

The Chair, Cllr Knight opened the meeting at 8.01pm

26/18 APOLOGIES FOR ABSENCE[2]

The meeting accepted reasons for the apologies from the following Cllrs:

Ginny Barlow due to personal commitments

Magnus Mildwater due to work commitments.

26/19 DECLARATION OF INTERESTS FOR THIS MEETING[3]

None.

26/20 PUBLIC FORUM (Maximum 15 minutes)

None.

26/21 MINUTES OF ORDINARY PARISH COUNCIL MEETING[4] held on Thursday, 21st May 2026. The meeting **resolved and agreed** the minutes as a record of the proceedings.

26/22 COUNTY AND DISTRICT CLLRS REPORT

Cllr Reeve spoke about Local Government Reform and the progress being made in this area. Administrations at Essex County Council and Harlow District Council are currently proving resistant to the plans and looking to challenge the Government.

Cllr Reeve told the meeting about the success of UDC and Sustainable Uttlesford's Big Green Festival over 10 days there has been a large number of events across the district to highlight environmental concerns.

Cllr Driscoll said that Epping Forest District Council has been put into designation for planning like UDC was previously. He was able to reassure the Parish Council that this sanction will not effect the whole of the area, but will be an area within West Essex Unitary Authority and not across the whole of the Unitary Authority's area.

Both District Cllrs congratulated UDC and its planning team for winning 4 awards including the

1 Local Government Act 1972 Section 12 (40) [Record of attendance at the meeting]
2 Local Government Act 1972 Section 85 (1) [Record of absence for the meeting]
3 Localism Act 2011 Section 29 (1) [Record of declared interests]
4 Local Government Act 1972 Section 12 Part IV para 41 (1) and (2) [Minutes are a signed and accurate record of the previous meeting]

Signed
Chair of the meeting

'best planning team' in the UK and the Local Government Association 'best team' beating off competition from may other teams and councils.

26/23 COUNCILLORS REPORTS

To receive reports on the following from lead Cllrs:

- Footpaths, Byways, Bridleways and Greens – Cllr Donald
- Highways/Road Safety – Cllr Anderson

Parking on Green Street was discussed by Cllrs.

- Crime Prevention – Cllr Stratton

Tree Warden – Cllr Knight

26/24 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

26.24.01 Works to the Village Hall garden continue and the ground has been levelled, awaiting the installation of the patio. The bench has arrived and will be left loose so it can be moved and stored in the shed.

25.24.02 The meeting **resolved and agreed** to sign a new contract of employment for the Clerk with Great Canfield Parish Council [This mirrors the contract approved and signed by High Easter Parish Council on behalf of the three parishes].

25.24.03 To receive an update on the pond works at Peckers Farm junction. Thames 21 – this is what we need to do. Guidance on the pond.

25.24.04 Clerk attended training at CouncilWise for the Planning course on Saturday 13th June.

25.24.05 Further consideration would be given to training needs at a future meeting.

26/25 PLANNING APPLICATIONS [See table below][5]

26.25.01 There were no planning applications for consideration at the current time.

REF	*ADDRESS*	*DESCRIPTION*	*DETAILS*
Latest applications			
Nil.			
Information only			
UTT/26/0533/LB	Hobbs Farm Bacon End Road Great Canfield Essex CM6 1JP	Repair and replace the oak laths and plaster ceiling following a water leak on a like-for-like basis	Approved with Conditions - 4th June 2026
UTT/26/1223/OHL	Hall Farm Church End Great Canfield Dunmow Essex [UK Power Networks]	Notification under the Electricity Act 1989 Overhead Line (Exemption) (England & Wales) Regulations 2009	No Objections - 2nd June 2026

5 The Town and Country Planning (Development Management Procedure) (England) Order 2015 (Article 25 and 25A) [Parish Council is a statutory consultee for all parish related planning applications submitted to the Principal Authority in England]

Signed
Chair of the meeting

		Statutory Instrument 2009 No. 640 Electricity, Paragraph 3 (1) - install pole mounted TX and LV underground cable	

26/26 CRUMPS FARM UPDATE

26.26.01 Cllr Reeve said that he was concerned that Essex County Council had not formally rejected the application and that feedback has been given to allow the applicant to make another submission. Cllr Jewell was critical of the Environment Agency and Cllr Reeve said that timelines were likely to slip.

26/27 INTERNAL AUDIT

26.27.01 Cllrs received the report of the Internal Auditor and discussed the report.

26.27.02 The Clerk presented an action plan to address the points raised in the report.

26.27.03 The Fidelity Guarantee on the Zurich Insurance police has been raised to £250,000 free of charge by Zurich. The cost would have been £14.00.

26/28 FINANCE [See table below]

26.28.01 The meeting **resolved and agreed** to make the below payments.

PAYMENT TO:	***VALUE:***
Oliver Rogers, Parish Clerk [May]	£269.10
HMRC [Income Tax]	£14.20
Total:	£283.30

26.28.02 The current account has **£13,515.74** and the savings account has **£2,827.43.**

26.28.03 Cllrs deferred receiving the Bank Reconciliation until the following month.

26.28.04 The meeting **resolved and agreed** to add the Chair and the Vice-Chair to the Banking Mandate.

26.28.05 Cllrs declined to move the parish council banking to another provider. Barclays Bank continues to provide our banking services.

26.28.06 The meeting **resolved and agreed** for the Clerk to ask Barclays Bank for an improved rate of interest on the savings account.

26.28.07 The meeting **resolved and agreed** to continue paying the interest earned on the CCLA investment bonds back into the investment fund rather than a separate savings account.

26/29 NEW POLICIES

Signed
Chair of the meeting

26.29.01 Cllrs remain comfortable with the Uttlesford District Council Code of Conduct and as such do not wish to join the National Association of Local Council's Civility and Respect Pact.

26.29.02 Cllrs **resolved and agreed** the following new policies:

- Data Protection policy
- Freedom of Information policy
- Safeguarding policy

26/30 ITEMS TO NOTE FOR THE NEXT MEETING

- Pond

26/31 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 Thursday 21st May~~	Monday 16th November
~~Monday 15th June~~	Monday 21st December

26/32 DATE OF NEXT MEETING Monday, 21st September 2026 at 7.30pm at Great Canfield Village Hall this will include the Annual Village Meeting.

Cllr Knight closed the meeting at 8.53pm.

Signed
Chair of the meeting