



Chignal Parish Council

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Clerk: Will Adshead-Grant
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Chair: Lynn Ballard
Vice Chair: Linda Nelson

Minutes of the Bi-Monthly Meeting of the Chignal Parish Council held on Monday 10th November 2025 at 7.30pm.

Governance

2025/923 Chair's Welcome.

Chair: Ballard.

Cllrs: Nelson, Lewis, Towns, Polley, Stainton and Elwick.

2025/924 Apologies for Absence.

None required.

2025/925 Confirmation of the minutes of the meeting of the Parish Council held on 8th September 2025.

Resolution: The minutes were confirmed.

2025/926 Note the minutes of the Orchard Committee held on 4th November 2025.

Resolution: The minutes were noted.

2025/927 Declarations of Interests and any requests for dispensation.

There were no declarations.

2025/928 Public Open Session for any matters that need to be drawn to the Parish Council's attention. The item does not need to be on the current agenda.

Five members of the public attended.

A vote of thanks was proposed for the Chignal Smealey white finger post being re-installed – Cllr Elwick was thanked.

2025/929 County and City Councillors' Reports.

1. Essex County Councillor Report – Cllr Mike Steel.
ECC Report

Highways Issues

As I have reported previously, that the LHP is closed to new applications. It has been decided that the £6M budget (over the next 2 years) will be used to implement the top safety schemes in the queue. There are around 8 years' worth of schemes in the queue and each LHP was asked to nominate its priority schemes that can be implemented before the end of 26/27. For my area, this includes 20mph variable speed limit past Little Waltham School.

The Casualty Reduction process continues to run – this is where any high incidences of injury accidents and/or fatalities, are reviewed by the Casualty Reduction team and recommendations made which are separately funded by a Casualty Reduction budget.

I am told that the process, whereby Parish Councils can fund schemes, has been opened again and I am trying to get confirmation of how to use this. Any such requests still have to go through the validation process and have to meet Highways Policy. If they do, Highways can then quote design and implementation to the PC.



PCs can also request and fund 7-day speed/volume surveys at £370 each. These would be a mandatory part of any scheme application anyway.

I was asked if I could get some extra "No Through Road" signs at the School Lane end of Hollow Lane A resident stated that delivery vehicles were still using the lane as a cut-through then having to turn round at the top end. I have managed to do this – some extra signs added to the street name signs. There are now four such signs at that end! I have not been able to add signs at the other end because the roads are not adopted by ECC yet,

Community Initiative Fund

This year's Essex Community Initiatives Fund (CIF) is now open for applications and is offering grants of up to £10,000. [Applications to the fund](#) should be made before the closing date of Friday 28th November 2025.

The pot is available to voluntary organisations, community groups, residents' associations, as well as Town and Parish Councils. Last year over £200,000 was distributed, with a similar amount available this year.

This year, two kinds of grants are available:

- Grants of up to £10,000 are available for projects designed to strengthen local communities.
- Micro grants of up to £1,000 are also available to help reduce social isolation, improve wellbeing, or encourage communities to connect. The micro grants can also be used to support organisations to build and develop their capabilities and skill. [Applications to the micro grants fund](#) will remain open until all the funds for these are allocated.

The CIF aims to help strengthen local communities and make Essex an even better place to live, work and visit. In recent years, the fund has supported projects such as:

- upgrades to sports facilities
- improvements to community buildings such as new heating systems or accessible toilets
- transport
- staff costs for projects or maintenance
- IT systems or support

Applications can be made by:

- constituted clubs or membership organisations.
- community groups and voluntary organisations, residents' associations, constituted neighbourhood committees and management committees.
- charities and trusts
- social enterprises
- community interest companies [CIC's]
- community benefit societies
- Town and Parish Councils

The fund is administered by Essex Association of Local Councils on behalf of Essex County Council.

Pylons

National Grid have now begun consultation on their proposal, and the Planning Inspectorate have opened their consultation portal for interested parties and stakeholders to have their say and submit their Relevant Representations / comments. The deadline to register is 27 November 2027. Access to the registration portal, and advice on how to submit representations and comments, can be found on the Planning Inspectorate website here:

[Norwich to Tilbury - Project information](#)



Details on the proposal can be found on National Grids website here: [Norwich to Tilbury | National Grid](#)

I have registered as a Chelmsford City Cllr, an Essex County Cllr and as an individual. The registration asks for summary details of your comments but with the ability to add to later. I headlined this as Objection – and showed opposition to the whole concept of overhead lines, but I specifically registered strong objections to the last changes that were made to the plans and were the subject of the targeted consultation. This pertains to the stretch between GW and LW where larger pylons were replaced by shorter ones (with double load on the lower arms) and the main impact was that an extra pylon was needed and it results in one of the pylons being right next to Chelmsford Road, which is the main thoroughfare between GW and LW.

It is possible that the many comments about visibility of the pylons from GW and LW resulted in the change – but I think that having the shorter (wider) pylon right against Chelmsford Road is drastically worse. I believe there has been an overemphasis on the benefit of reduced height versus the drastic impact of having a pylon up against the road. So, please think about your comments before you make them. It is essential that NGET consider reversing this latest change and put the pylons some distance from Chelmsford Road.

Of course I would rather have no pylons at all, and have said so, I have done some NSIP training in order gain understanding of best using the process – it is clear that the latest Govt have cleared away some of the ability to object. I continue to push ECC and CCC to object – who have done so at every consultation and CCC specifically highlighted the run between GW and LW.

As for the next round of consultation with the Planning Inspector, it is important that as many people as respond to the consultation. I detect an amount of "consultation fatigue", which is understandable after responding four times. But the next consultation is with Govt (not NGET) so is more important and more influential? I have not been through a full NSIP before - hence I went on the training course.

Love Your Bus

The Love Your Bus Grant goes live on 1st November 2025. This initiative supports local transport improvements led by Parish and Town Councils, with funding available for projects that enhance accessibility, sustainability, and community engagement with local bus services. More information can be found on the [Love Your Bus Grant Fund Information Hub](#)

In the last round, High Easter and Chignal PC successfully bid and received full funding for an extra rural service, which is being provided by a local bus company.

Opening date announced for new Beaulieu Healthcare Centre

The new Beaulieu Healthcare Centre will be opening its doors on Monday 10 November 2025, ready to provide local patients with a wide range of healthcare services.

The new-build healthcare centre will operate as a branch surgery of nearby North Chelmsford Healthcare Centre. It will open to the practice's existing patients as well as new patients wishing to register.

New patients can register through North Chelmsford Healthcare Centre by visiting [How to register – North Chelmsford NHS Healthcare Centre](#) or by contacting the practice on [0300 123 3366](tel:03001233366).

A few CCC issues that affect my ECC division:



Local Plan Consultation

Central Govt have demanded that Chelmsford review their Local Plan to show a build rate of 1400 dwellings per year (around 60% higher than the current plan). This is a flow down from the Govt target of an extra 1.5 million homes before the end of the current Govt term.

City Council now have to show a 5-year forecast for the increased 1,400 per year.

Unfortunately, there has also been shortfalls in the current plan. It is a condition of the Beaulieu expansion that the A12 widening scheme goes ahead (funded by Central Govt). This includes changes to the Boreham interchange to ease traffic onto the A12, as well as a footbridge from Boreham to the new station. However, Govt have withdrawn the funding for the A12 widening, which has stalled the Beaulieu expansion. In addition, plans for redevelopment of the Meadows (which included new dwellings) have been shelved because the development company went into liquidation. The net result is that CCC cannot meet the new 1,400 per year requirement and have had to look at new sites that can be delivered within the next 5 years which means areas that do not need significant extra infrastructure such as school places.

Affected in my area is:

- Broomfield – New - 200 homes Land West of Patching Hall Lane
- Great Waltham – increase from 20 to 75 homes Land South of Ford End Primary School
- Chignal –New - Land North of Hollow Lane

Policy Board 6th Nov has confirmed the decision to go out to public consultation. This consultation will be solely on the new/expanded sites and any comments on sites already proposed and consulted on, will be rejected. The consultation will run Nov 25 to Jan 26 with a submission of the plan by June 26.

It should be noted that failure to deliver a Local Plan in line with the Govt targets will result in rejection of the plan and gives developers carte blanche to submit planning applications wherever they like!

Community Governance Review

Chelmsford City Council is currently conducting a **Community Governance Review** to determine if the unparished city centre should have a parish-tier council. The consultation, which began in October 2025 and runs until January 4, 2026, is asking residents in the central area if they want to create a local council to provide more representation. Part of the motivation for doing this is the potential impact of LGR leaving the city centre without a lower tier representation.

The consultation is aimed at residents in the unparished areas, but Parish Councils surrounding the unparished areas, will also be consulted. They may wish to propose taking over some of the adjacent unparished areas or giving up some of their current areas!

Details of consultation are here:

<https://www.chelmsford.gov.uk/voting-and-elections/community-governance-review-2025/>

One of my concerns is that coinciding this consultation with LGR will cause confusion!

2. Chelmsford City Councillor Report - Cllr Nicolette Chambers
 - No report.

2025/930 Planning.

National Grid Electricity Transmission (NG-ET), Norwich to Tilbury: registration of a representation on this Nationally Significant Infrastructure Project on the Planning Inspectorate



website required by 27th November. Comments to focus on: a. how N2T pylons will affect the surrounding area; b. highway safety c. the design of the project (what it will look like); d. whether the project will affect the enjoyment of your own property in any way (such as the garden) e. the impacts the project may have on your day-to-day life. Prow being restricted/blocked, limiting the access to our local countryside.

Resolution: **Cllr Polley and Ballard to draft a version for the members to review as the Parish Council input.**

<u>Reference</u>	<u>Address</u>	<u>Status</u>
25/00670/FUL	8 Kilnfield Barns Chignal Road Chignal Smealy Chelmsford Essex CM1 4GR	Application Permitted
25/00697/FUL	Brittons Hall Farm Mashbury Road Chignal St James Chelmsford Essex CM1 4UA	Application Permitted
25/00804/FUL	Woodside Chignal Road Chignal Smealy Chelmsford Essex CM1 4SU	Application Permitted
24/01545/CLEUD	Westleas Mashbury Road Chignal St James Chelmsford Essex CM1 4TW	Split Decision
25/00812/FUL	Hard Oak Mashbury Road Chignal St James Chelmsford Essex CM1 4TZ	Application Refused
25/00870/FUL	1 Kilnfield Barns Chignal Road Chignal Smealy Chelmsford Essex CM1 4GR	Application Refused
25/01182/FUL	Land Southeast of Woodhall House Chignal Road Chignal Smealy Chelmsford Essex	Application Permitted
25/01138/FUL	3 Kilnfield Barns Chignal Road Chignal Smealy Chelmsford Essex CM1 4GR	Application Permitted
25/01124/FUL	Barn South Hillcroft Chignal Road Chignal Smealy Chelmsford Essex	Application Permitted

2025/931 Planning Applications.

1. Planning Application Reference: 25/01375/FUL and 25/01376/LBC

Address: Chignal Hall, Chignal Hall Lane, Chignal St James, Chelmsford

Description of works: Replacement tiled roof over glazed link and new glazed roof over courtyard
The **Chignal Parish Plan**, 2016, includes a Key Task to “support residents to improve their homes and stay in the village” and this is amplified in Objective 20, “to support opportunities for local residents to improve their homes or move to other properties in the Parish as a result of down-sizing, setting up new households or requiring additional care in line with the **Chignal Villages Design Statement** (VDS)”.

The VDS gives guidance on house extensions, Page 20, “extensions should be sympathetic to the property and in harmony with the surroundings”. In addition, “extensions should not unduly affect adjoin residents and should not completely fill the available space, as it is important in a rural community to provide views of the countryside beyond and thus avoid the urbanisation of the street scene.”

This application is for a glass infill roof over an existing internal courtyard to create a dining room with minor adjustments to some external elevations. The new enclosed courtyard, and the rooms off the courtyard, may require some form of additional ventilation requirement. For example, opening glazed rooflights within the pyramid roof.

This proposed development will not be visible from the road and when constructed will blend in well with the existing property. It fits with the objectives of the Chignal Parish Plan and guidance in the Chignal Villages VDS.

Resolution **The Parish Council recommendation is that this is approved.**

2025/932 Update on Local Government Reorganisation.

Consultation on Government recommended Unitaries in Greater Essex expected in November.



Several options have been discussed. A preferred option by ECC of 3 Unitaries. The preferred option of CCC is 5 Unitaries. The other authorities have also put forward options. Final decision by March 2026.

2025/933 Essex Love your Bus.

Update on implementation of project to promote the Lodge bus services 17/18.
Lodge buses now available four times a week.

2025/934 Chelmsford Local Plan Review: Focused Consultation on Additional Sites (Regulation 19).

Consider a response to the proposed new Strategic Growth Site 18a for one hundred houses north of Hollow Lane, between Little Hollows and Broomwood Manor, access from Chignal Road. This consultation is due to run from 20 Nov – 8 Jan following approval by the City Council's Policy Board on 6th November:

<https://www.chelmsford.gov.uk/committee-meetings/chelmsford-policy-board-november-2025/>

Resolution: ***Cllr Ballard to draft a response to be shared with members due to the short timeline.***

Resolution: ***Clerk to request automatic traffic counts. The counts to be based at the junction near Hollow Lane. The spend of £370 per count was approved.***

2025/935 Chelmsford Community Governance Review:

Consultation on creating parishes in unparished parts of Chelmsford from 22nd September – 22nd December 2025. Consider response.

Resolution: ***The Parish Council does not wish for any changes to the current boundaries.***

2025/936 Registering Community Assets:

Renewal of Cricket Ground, Chignal Smealey registration by March 2026.

Resolution: ***The Parish Council to re-register the Cricket Ground as an asset of Community Value.***

2025/937 Chignal Parish branding.

Siting and installation of a new parish notice board near the junction of Chignal Road and Hollow Lane. Approval to design and print Chignal Christmas Card.

Resident raised concerns about the misuse of the short road and that the noticeboard may create additional anti-social issues. This was not seen as a scenario linked to a Parish Council Noticeboard.

Consider if there is an alternative site within Little Hollows / Copperfield Place for the Noticeboard / Defibrillator with a view towards the potential new one hundred dwelling site.

Resolution: ***Cllr Elwick to investigate options within Little Hollows.***

Resolution: ***Clerk to continue with the Highways License process.***

Resolution: ***Cost of around £200 for design and printing the Christmas Card by 6th December.***

2025/938 Chignal Community Meeting 1st November.

Twenty-eight people attended the meeting, (28 in 2024): seventeen from Chignal St James; seven from Chignal Smealey; three from Little Hollows and one from Great Waltham, (County Councillor Mike Steel).



Purpose and Scope of the Event

1. To review the key challenges for Chignal parish, (Chelmsford Local Plan Review proposing 100 houses north of Hollow Lane, in Chignal/Broomfield parishes; National Grid's Norwich to Tilbury pylons DCO application; Essex Minerals Local Plan, consultation expected on preferred sites; Devolution, Greater Essex Mayor; Local Government Reorganisation, plans for new unitary authorities in Essex; Chelmsford Community Governance Review) and some of the opportunities, (e.g., additional bus services; new recreation facilities; improved public rights of way; new defibrillators and CPR training) that could benefit our rural community.
2. To seek views from residents on the additional Lodge bus services for the Chignal villages due to start in December and invite ideas for promoting greater bus use to ensure continued financial support by the County Council.
3. To ask residents to consider a proposal for creating an area to play Pétanque in the parish playing field and how this potential new recreational opportunity could be promoted.
4. To consider additional sites for parish notice boards and defibrillators and canvass views on CPR training.
5. To provide some training for clubs and groups who wish to update their information on the parish website: www.chignal-parish.gov.uk

Outcomes of the plenary session and break-out groups

- A. Increased participation by residents in supporting the Parish Council to address potential threats to our parish and in considering how to make the most of new opportunities to improve community life.

In the plenary session, residents were made aware of the key challenges facing our small rural parish as summarised in point one above. The Parish Council, with support from our County Councillor, Mike Steel will continue to keep parishioners informed via email and the parish website about opportunities to comment on:

National Grid's Development Consent Order for the Norwich to Tilbury pylons. Residents are urged to Register to make representations to the Planning Inspector by 27th November 2025: <https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN020027>

Chelmsford Local Plan Review: focused consultation on proposals to add eleven more housing sites to the draft Local Plan, including one hundred homes in Chignal on land north of Hollow Lane. The public consultation will run from Thursday 20 November 2025 for seven weeks until Thursday 8 January 2026. [Local Plan Review](#)

Replacement Essex Minerals Local Plan review 2025 to 2040. In July 2024, the Parish Council and individual residents submitted representations opposing the inclusion of a potential gravel extraction site close to the village hall. The County Council is producing a draft list of Preferred Sites alongside reports justifying the draft list and how comments were considered. This will then undergo a further public consultation, but no date has been published. [Next steps | Essex County Council](#)

Devolution in Essex. This is the transfer of powers and funding from UK government to local authority level. The Government has confirmed that Greater Essex has 'passed the legal tests' and that devolution and work towards establishing a Mayoral Combined County Authority can proceed. The first Mayoral election will take place in May 2026. The key functions of the strategic authority will include strategic transport functions, such as support for buses, trains and concessionary fares, skills and driving economic growth. [Devolution | Essex County Council](#)

Local Government Reorganisation. The existing county council, 2 Unitaries and twelve district local authorities in Essex will be abolished and replaced with several single tier authorities: proposals have



been submitted to the Government for 3, 4 or 5 unitary councils. The Government will choose one of these options or something different and consult the public in November 2025.

[A stronger Greater Essex | Essex Local Government Reorganisation Hub](#)

Chelmsford Community Governance Review. Focusses on asking residents in the unparished parts of urban Chelmsford whether they would wish to create new parishes. In addition, existing parishes on the edge of Chelmsford, including Chignal could consider changing their boundaries to make the area bigger or smaller, but residents in the area affected must support the change. Consultation until 4th January 2026. [Community Governance Review 2025](#)

B. Increased use of the improved Lodge bus service to Chelmsford to help secure its future.

From early December 2025 the Lodge 17/18 buses to Chelmsford on Tuesdays, Thursdays, Fridays, and Saturdays will serve both Chignal St James and Chignal Smealey on all four days by introducing additional Chignal “loops”.

E.g., on a Tuesday and Thursday, the bus will pick up in Chignal St James around 10.00 as usual. The bus will do a new return loop departing Chelmsford at 10.30 to pick up in Chignal Smealey and St James. The home journey will depart Chelmsford at 13.00 for Chignal loop only and return to Chelmsford for a new departure time at 13.30 via Chignal St James to Gt Dunmow.

Ideas for promoting the extended bus service to residents and visitors:

Bus timetable could be posted in parish notice boards and on the Chignal parish website, emailed to residents and included in a flyer delivered to each household in Chignal. The exact time at different stops on the Lodge bus route needs to be included on the timetable and highlighted on our parish notice boards.

Information on the 17/18 bus should be easier to find on the Lodge website and include alerts if the bus is delayed or cancelled. Lodge could also send email alerts on changes to services to Parish Clerks on the bus route.

Explore possibility of the bus leaving Chelmsford at 2.30pm to allow Chignal passengers to have lunch there. It might be possible to catch the bus from Chignal to Great Dunmow and return to Chignal using Digigo.

Extend the Chignal loop to include stops at Morrisons, North Melbourne Library and the Chelmsford Sports and Athletics Centre.

Promote pétanque and football goal in the Chignal playing field to bus passengers.

Footpaths maps could be provided to individuals, Ramblers, and other walking groups to encourage them to do a 2 hour walk around Chignal using the Lodge bus.

C. Consensus on the siting of a new Pétanque terrain and ideas for promoting it to residents.

There was support from all the groups for a 4m x 15m pétanque court on the playing field. In addition, there were suggestions for a signpost, score board, two plastic rings, 6 x posts around the court and two benches. Players would need to bring their own equipment.

Those wishing to play pétanque need to know the combination code to unlock the car park.

Suggestion to adopt a similar registration system to that used to manage access to the Nature Park.

The same combination code could be used to access a locked box containing a set of boules installed in an appropriate place in the playing field.

A Pétanque Day for residents should be organised. Produce a promotional flyer for each household. Advertise in the Pig & Whistle, North Melbourne library and local pubs.

D. Support for siting new notice boards and defibrillators in the parish.

There was majority support for locating a parish noticeboard plus defibrillator at the corner of the Chignal Road/Hollow Lane junction next to Chobyn's Barn especially as there is parking available. There was also a suggestion that one could be sited in the apex of the nature park in Copperfield



Place close to a bench. Other locations for defibrillators included, the Chignal Chapel, United Reform Church and near to the Pig and Whistle.

Most people supported having a training session provided by Heartbeat or another organisation on how to use a defibrillator and CPR training. The consensus was two sessions one during the week and one on Saturday, suggestions were Thursday afternoon in association with the local WI meeting and after the Wednesday Coffee Morning. Exact dates to be decided but likely to be next year.

- E. Clubs and groups more confident in keeping their information up to date on the Chignal website.

Also, during the break-out session, members of the Wine Discovery Group and Table Tennis Club were given training on updating their website pages.

Next Steps

This outcomes report will be considered at the Chignal Parish Council meeting on 10th November. Progress on implementing the actions identified at the Community Meeting will be reviewed at each subsequent council meeting in 2026.

2025/939 Review and agree to the Budget for 2026-2027 Financial year.

A budget of £9,860 is proposed and the general and earmarked reserves were reviewed.

Resolution: The Budget for 2026-2027 of £9,860 was approved.

2025/940 Agree the Precept for the 2026-2027 Financial Year.

Suggested to use £2,860 from reserves to keep the Precept at the same level as Financial Year 2024/2025. £7,000.

Resolution: The Precept demand of £7,000 was approved after full consideration of the Budget in the previous item.

Finance

2025/941 Update on Budget 2025-2026.

	Budget		Current Spend		Balance
Staff Cost	£5,600		£2,194		£3,406
Admin	£5,405		£2,251		£3,154
Total	£11,005		£4,445		£6,560

Cil	£16,660		£5,858		£10,802
Reserves	£19,616		£1,947		£17,669
Orchard	£2,903		£220		£2,683

Resolution: The Budget update was noted.

2025/942 Finance:

Figures taken.

Accounts

Account Balances:



Resolution: **The Bank Reconciliation were approved with zero differences noted.**

REPORTS AND UPDATES

2025/945 Updates from Chelmsford Association of Local Councils.

Feedback on the CALC AGM on 15th October. Next meeting 21st January.

The Chair of CALC has resigned. Main focus is the impact of Local Government Reorganisation.

2025/946 Representatives' Reports: to discuss and debate any items.

A) Little Hollows / Copperfield Place Liaison - Cllr Elwick

- Update on Copperfield Place landscaping work.
 1. Suggestion for a joint letter with Broomfield PC to Persimmon expressing disappointment on their failure to comply with the conditions and requirements of the landscaping work attached to the Copperfield Place development. Planning enforcement are aware and await a response to this letter.
 2. Trees planted on Chignal Road by CCC as requested by the Parish Council may require legal protection as the land has been transferred from Persimmon Homes to a management company.

B) Playing Field - Cllr Elwick and Cllr Towns

- Consider a proposal to construct a Pétanque court.

Resolution: **Defer until January.**

C) Community Engagement - Cllr Nelson and Cllr Stainton

- Updating community information on the parish council website: www.chignal-pc.gov.uk
- The old website to be transferred to Recoded Solutions.
- Webmaster is looking at some updates to the website.

D) Community Safety – Cllr Lewis

- Additional Defibrillators and CPR Training

E) Highways (include Hedges) - Cllr Towns, Cllr Elwick, Cllr Ballard

- Update on road signs and filling of ditch by Maple View.
 - i. Essex and Suffolk water are investigating.

F) Public Rights of WAY

- Fouling by dogs – no longer an issue.
 - i. Options to encourage reporting of issues. - Cllr Towns and Polley to coordinate.

G) Countryside conservation. – Cllr Lewis, Cllr Ballard.

- Essex Nature Recovery Strategy published.
 - Some overlays have been published.
 - Some parts could be useful in current consultations.
- Update on the Chignal wildlife survey.
 - Write ups finished.

2025/947 Items for the next Agenda:

Next meetings:



Monday 12th January 2026

Monday 9th March 2026

Monday 11th May 2026

Bi-Monthly Meeting.

Bi-Monthly Meeting and Annual Parish Meeting.

Annual General Meeting and Bi-Monthly Meeting.

Meeting closed – 21:50.

Will Adshead-Grant

Clerk to the Council.