

Chignal Parish Council

C/O 45 Cherry Garden Road, Great Waltham, Chelmsford, Essex, CM3 1DH

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Clerk: Will Adshead-Grant

Chair: Lynn Ballard

Website: Chignal-pc.gov.uk

Vice Chair: Linda Nelson

Minutes of the Bi-Monthly Meeting of the Chignal Parish Council held on Monday 13th July 2026 at 7.30pm.

2026/1036 Chair's Welcome.

Chair: Ballard.

Cllrs: Nelson, Lewis, Towns, Polley.

2026/1037 Apologies for Absence.

Cllr Elwick and Cllr Stainton.

2026/1038 Declarations of Interests and any requests for dispensation.

There were no declarations of interest.

2026/1039 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).

One member of the public.

- Amount of litter around Gardening Express. 2 Black bags worth picked up between Pieces cottage and Gardening express. Can the Company be requested to maintain the area with a regular litter pick?
- Concerns raised on two potholes. Near the Rectory. To be reported to Essex Highways.

2026/1040 Confirmation of the minutes of the AGM and Ordinary meetings of the Parish Council held on 11th May 2026.

Resolution: The minutes were confirmed.

2026/1041 County and City Councillors' Reports.

1. Essex County Councillor Report – Cllr Mike Steel.

Highways

At the first County Council meeting, I asked what was happening to the consultation results of the new Speed Strategy and whether the Highways Cabinet Member would be taking it forward to policy. The strategy sets out a new, flexible, and evidence-based approach for introducing safer speed measures across Essex. Speed is the biggest factor in fatal road collisions in Essex. In 2025, 60 people died on Essex roads, with almost half of deaths linked to excess speed. The strategy supports Vision Zero – the ambition that no one should be killed or seriously injured on Essex roads by 2040. It is the start of a major shift towards slower speeds and lower speed limits. Despite asking, I have been given no indication as to whether this will continue and be adopted as policy.

I have submitted the same question to the Main meeting of 14th July (for the third time!)

I do know that the Members Highways Initiative has been ceased. This is where each Cllr was able to prioritise highway defects including potholes, pavements, signs, drains, verges, etc. Instead, the teams have been moved to just road defects and in isolated areas. So, I can no longer control such repairs. I had three jobs planned for w/c 8th June and 2 were completed. This looks like the last of the repairs under MHI.

We have access to the MHI website which shows the status of jobs submitted by Cllrs, but I cannot see Stock or Margaretting ones following the boundary changes. I asked for an update on these and was told I can only see the ones I submitted.

In replacement to MHI, each Cllr was asked to submit three roads in their division but were only given 48 hours to do so. I quickly consulted with my PCs and made a submission (of 4) including the road

past Gardening Express. One of my four has already been done and they repaired around thirty holes in a two mile stretch of Pleshey Road!

The Reform Administration have also declared a “pothole emergency,” but we do not have any details behind what that means.

Highway Rangers

This was previously funded by ECC but was discontinued a couple of years ago. I did object, as it is a valuable service.

Chelmsford City Council have brought it back for Chelmsford, and I welcome this initiative.

The Rangers can undertake a range of minor environmental and maintenance tasks, including:

- General tidying and vegetation cutting on footpaths.
- Cutting back overgrown paths
- Cleaning street name plates and road signs
- Painting village gates and structures
- Basic maintenance of parish seating

The service will not cover:

- Replacement of ECC road signs
- Repairs to paving defects or kerbs.
- Large-scale vegetation works.
- Weed spraying.

A small materials budget is available, but parish councils may be asked to contribute towards larger jobs.

Local Government Reorganisation (LGR) and Devolution

The Govt has announced that Chelmsford will join Brentwood and Maldon, along with Essex County Council services, to form a new mid-Essex unitary authority from April 2028. This forms part of the wider five unitary model which has now been selected for Greater Essex. Until 1 April 2028, Chelmsford City Council and Essex County Council will continue to operate as usual. Elections for the Unitary Authorities will take place in May 2027 but the Cllrs will not take control until April 2028. However, the new Reform ECC Administration have written to Steve Reed MP, Secretary of State for Housing, Communities and Local Government, and stated that ECC “*will utilise all resources at our disposal to challenge and resist LGR.*” They have now decided to submit a formal judicial review. It remains to be seen whether LGR will go ahead. If it does, the plan was to have elections for Unitary Councils in May 2027. If it does not, the Chelmsford City Council elections will need to be held in May 2027.

Devolution is separate from LGR, and delegates further powers from Central Govt to County Authorities. Given the direction of Central Govt, it seems highly likely that a Greater Essex Combined County Authority (GECCA) will still be formed and we will have elections for a mayor in 2028.

Update on Minerals Local Plan

The Minerals and Waste Planning Authority received just under 10,000 comments as part of the last public consultation. They have now almost completed assessing all the comments received and will subsequently make amendments to the Plan and Site Assessments accordingly. They will then devise a draft site selection methodology and then present a draft list of Preferred Sites alongside reports justifying the draft list and how comments received in the previous consultation were considered. This work will then undergo a further public consultation.

The Minerals and Waste Development Scheme (MWDS) set out the timetable for policy preparation. It outlines the documents that we will produce and when.

The current [MWDS](#) was adopted in November 2019 and Appendix 2 sets out a timetable for the Minerals Local Plan review which is now out of date. A review of the Minerals Local Plan is however still being advanced, with progress to date and the next steps set out on our [consultation webpages](#)

Following local elections, a new Portfolio Holder now covers County Planning and there will be the requirement for briefings ahead of the Portfolio Holder confirming the preferred future direction for the Minerals Local Plan Review. This includes the need to take account of the new regulations for local plan making published in March 2026. A new timetable will be agreed with the Portfolio Holder at the right time.

Pylons

I am aware that NG intend to submit planning applications for temporary compounds in advance of the decision on the DCO, and so they will have re-instatement plans.

I am only aware of these as local residents have been informed and they passed it on to me.

These are the ones I am aware of:

Chelmsford 1 - Goodmans Lane

Two temporary site access points on Goodmans Lane and Paulk Hall Lane.

Chelmsford 2 - Little Waltham

- A temporary construction compound off the A131 Braintree Road
- A site access point off the A131 providing access to the compound
- A site access point on the B1008 Essex Regiment Way
- Two site access points on Chatham Hall Lane.

Chelmsford 3 - Minnow End

- Two temporary site access points on Chelmsford Road, at Minnow End.

Chelmsford 4 - Chignal Road

- Two temporary site access points on Chignal Road.

Chelmsford 5 - Mashbury Road

- Two temporary site access points on Mashbury Road.

Chelmsford 6 - Roxwell Road

- Two temporary site access points on Roxwell Road.

As of today, City Council Planning have not yet received any applications – although some have been delivered to the more northern districts.

We are members of a joint comms group on these, as there is a desire to be consistent.

CGR

It has not been officially announced, but I believe that the perishing of the centre of Chelmsford has hit a roadblock. It transpires that to continue with this would mean City status would be lost.

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

2026/1042 Planning.

- **Chelmsford Local Plan:** Notice of Submission to the Secretary of State for Housing, Communities and Local Government. The Plan will now be subject to an Independent Examination conducted by a Planning Inspector appointed by the Secretary of State.
- **Norwich to Tilbury Development Consent Order Examination**
Update on representations made by the NW/SW of Chelmsford Parishes.
- **N2T: Proposed planning applications for National Grid's Enabling Works**
Planning applications for early, 'enabling' works will be submitted late July, before the N2T project receives development consent. The applications will include reinstatement of any work conducted if the DCO is not granted. nationalgrid.com/Norwich-to-tilbury
- **Chelmsford 4 - Chignal Road**
Two temporary site access points on Chignal Road.
- **Chelmsford 5 - Mashbury Road**
Two temporary site access points on Mashbury Road.

Comments on the proposed planning applications can be submitted to National Grid by 11:59pm on 14 July 2026. Once the applications have been submitted, Chelmsford City Council will undertake its own consultation.

Resolution: **Concerns to be pulled together into a single file and issued to National Grid by the Clerk.**

2026/1043 Planning decision by Chelmsford City Council.

<u>Reference</u>	<u>Address</u>	<u>Status</u>
18/00001/MAS	Land North of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Decision
26/00639/FUL	New House the Green Chignal St James Chelmsford Essex CM1 4TY	Pending Consideration
26/00300/FUL	2 Kilnfield Barns Chignal Road Chignal Smealy Chelmsford Essex CM1 4GR	Application Permitted
21/01545/OUT	Land North of Warren House Roxwell Road Writtle Chelmsford Essex	Pending Decision

2026/1044 Planning Applications.

1. Planning Application Reference: 26/00639/FUL. Address: New House, The Green, Chignal St James, Chelmsford. Description of works: Retention of raised terrace to rear of house together with provision of a new brick boundary wall and brick planters
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TF2W7FBRHHK00>

The front of New House faces onto The Green in Chignal St James whilst the rear of the property backs onto water meadows on the banks of the River Can. The back garden of the New House, in common with the neighbouring properties to the west of The Green slopes down to the river.
Works to construct the raised terrace have commenced without planning permission.

There is a current legal boundary dispute, which needs resolving before any consideration can be given to this development. It is understood that there are no party wall awards and therefore no inspections and a record of existing conditions made.

The following planning policies are considered relevant to this retrospective planning application.

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.”

Chelmsford Local Plan

Policy DM11 Extensions to existing buildings within the green belt, green wedge, and rural area.

Within the Rural Area the extensions must not adversely impact on the identified intrinsic character and beauty of the Rural Area. In all designations, the extension or alteration must not be out of keeping with its context and surroundings or result in any other harm.

The creation of a raised platform to the rear of the house to form a substantial terrace is out of keeping with the landscape character of this river valley and is not in harmony with its context and surroundings. The removal of existing mature hedges would also adversely impact on the identified intrinsic character and beauty of the Rural Area.

Raising the level of the ground to create the high raised terrace has led to considerable harm to neighbouring residents through visual intrusion, overlooking, loss of privacy and increased noise.

As this application is contrary to guidance in the Chignal VDS and policy DM 11 in the Chelmsford Local Plan, it should not be approved.

Resolution: This planning application should be refused.

2026/1045 Planning Breaches:

Breaches of planning permission:

Enforcement Cases Open

Parish	Case Number	Received	Address	Nature	Status
Chignal	26/00078/ENFB	30/03/2026	Barn South Hillcroft Chignal Road Chignal Smealy Chelmsford Essex	Breach of conditions 3, 4, 5, 6 and 11 of 25/01124/FUL	Pending Consideration
Chignal	25/00230/ENFB	03/10/2025	Kilnfield Barns Chignal Road Chignal Smealy Chelmsford Essex	Breach of several Conditions attached to 20/00121/FUL	Pending Consideration
Chignal	26/00055/ENFB	09/03/2026	New House The Green Chignal St James Chelmsford Essex CM1 4TY	Formation of a parking bay	Pending Consideration
Chignal	26/00067/ENFB	17/03/2026	New House The Green Chignal St James Chelmsford Essex CM1 4TY	Construction of raised platforms; land level alterations	Pending Consideration

Enforcement Cases Closed

Complaints closed between 01-06-2026 and 30-06-2026

Parish	Reference	Received	Address	Nature	Closed	Recommendation
Chignal	26/00127/ENFA	14/05/26	Land North Of The Larthings Chignal Chelmsford	Traveller encampment	16/06/26	The breach of planning control has now ceased/been remedied.

2026/1046 Chelmsford Association of Local Councils. (CALC).
Report of meeting on 1st July and attendance at the next meeting.

Resolution: Await the minutes being issued.

2026/1048 Chignal Community Meeting.
Meeting usually planned for October / November.

Resolution: Defer any decision to the next meeting.

2026/1049 Update on the accounts 2026/2027.

	Budget		Current Spend		Balance	Remaining
Staff Cost	£5,600		£1,888		£3,712	
Admin	£4,260		£1,104		£3,156	
Total	£9,860		£2,992		£6,868	

Cil	£9,902		£1,167		£8,735
Reserves	£16,441		£184		£16,257
Orchard	£2,122		£200		£1,922

Resolution: *The accounts were noted.*

2026/1050 Finance.

Accounts taken 07. 07. 2026 @22:26

Accounts:

Cheque Account	£546.67	(0% interest)
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Savings Account	£34,745.41	(1.05% interest)
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Total	£35,292.07
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Reserves

Orchard	£1,849
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General Reserve	£16,256
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Cils	£8.834
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Resolution: *The accounts were noted.*

2026/1051	Payments for approval.
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To approve the following payments:

Payment to	Description	Budget Column	Cost
Recoded Solutions	Website domain name	IT & Web	£17.00
Chopping Block	Tent Pegs	CIL	£22.99
Rope source	Rope for Tent	Reserve	£24.16
LS Engineers	Filter Kit for Mowers	Reserve	£69.42
Council wise	Audit 2025-2026	Auditors	£156.00
Essex Pension Fund	Pension - June	Pension	£226.55
Essex Pension Fund	Pension-July	Pension	£222.35
Clerk	Salary - June	Salary	£226.55
Clerk	Salary-July	Salary	£222.35
HMRC	PAYE - June	PAYE	£51.00
HMRC	PAYE - July	PAYE	£51.00
DM Payroll	Pavroll – 6 months	Subscriptions	£79.20

Total for approval	£1,368.57
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Resolution: *The payments were approved.*

Resolution: All correct.

2026/1053 Representatives' Reports: to discuss and debate any items.

- A) Little Hollows / Copperfield Place Liaison – Cllr Elwick
 - Landscaping – Update on replacing dead trees and hedging.
 - Chase the landscaping company again just before planting season.
- B) Playing Field – Cllr Elwick, Cllr Towns and Cllr. Polley
 - Pétanque – progress report by the working group on construction.
 - Query on posts all around – suggested to be removed.
 - Waiting on full quotations for the next meeting.
- C) Village Hall Liaison - Cllr Towns
 - Solar panels with batteries under review.
 - Three quotes being sought.
- D) Community Engagement - Cllr Nelson and Cllr Stainton
 - Parish Website – Updating events and content by clubs and groups.
 - Events page is running.
 - Wednesday coffee morning – Website training is available.
 - VDS & Parish Plan loaded.
 - New Parish Noticeboard.
 - This has been installed.
 - Telephone box, Chignal Smealey, 01245 440375.
 - All open and working.
- E) Community Safety – Cllr Lewis
 - Defibrillators – update on training.
 - On hold until next defib is ordered.
 - Defibrillator at Hollow Lane – Highways License application.
 - Process started. Highways have queried the unit outside the St Nicholas Church.
- F) Highways (include Hedges) - Cllr Towns, Cllr Elwick, and Cllr Ballard
 - Pothole repairs: update on priority area submitted by our County Councillor.
- G) Footpaths/Bridleways – Cllr Nelson, Cllr Towns and Cllr. Polley
 - Footpath audit – progress report.
 - Audit report produced.
 - Add the report to the website.
- H) Nature Recovery. – Cllr Lewis and Cllr Ballard.
 - Consider preparing a Parish Nature Recovery Plan and forming a local group to deliver actions to increase biodiversity in line with the Essex Nature Recovery Strategy. Support available through the RCCE.
 - Noted but no support at this time.

2026/1054 Items for the next Agenda:

- Community Meeting.

Next meetings:

Monday 14th September 2026

Monday 09th November 2026

Monday 11th January 2027

Monday 08th March 2027

Monday 10th May 2027

Bi-Monthly Meeting

Bi-Monthly Meeting

Bi-Monthly Meeting

Annual Parish Meeting and Bi-Monthly Meeting

Annual General Meeting and Bi-Monthly Meeting

Meeting closed 20:44