

NAVESTOCK PARISH COUNCIL

Clerk to the Council: Victor Simmons

Email: navestockpcclerk@gmail.com

To: Members of Navestock Parish Council

Councillors are respectively requested to attend the Annual Parish Council Meeting and bi-monthly Parish Council Meeting to be held on Tuesday 12th May 2026, at 7.00pm in Navestock Village Hall (committee room). The purpose of said meeting will be to transact the business shown in the agenda below. Members of the public and press are welcome to attend. Please note that Navestock Parish Council audio records all meetings to assist with the production of minutes.

Navestock Annual Parish Council Meeting

- 1. Current Chair's welcome & announcements**
- 2. Appointment of Chair for 2026/27**
- 3. Apologies and reasons for absence**
- 4. Appointment of Vice-Chair for 2026/27**
- 5. Appointment of Officers & Representatives in relation to the following:**

Greens Charity

Planning

Common Land and Verges

Localism

Working Parties:

**Curtis Mill, Horseman Side, Murthering Lane,
Navestock Heath, Navestock Side, Shonks Mill**

Village Show

Village Hall

Parish Bankers

Internal Auditors

Re-Confirmation that the Chair can make decisions (delegated powers) between Parish Council Meetings in consultation with the Vice-Chair and Clerk

Navestock Parish Council Meeting

Agenda

26/29) Chair's welcome & announcements

26/30) Apologies and reasons for absence

26/31) Declaration of interests with regards to items on the agenda

26/32) To approve the previously circulated minutes from the Parish Council Meeting - Tuesday 10th March 2026

26/33) Public participation session with respect to items on the agenda

Members of the public can state points, but no decisions will be made at this meeting. Please note that at the discretion of the Chair this item is allocated 15 minutes, with each speaker limited to 3 minutes only

26/34) Action on matters arising from the public participation session

26/35) Reports: To receive brief reports from Borough and County Councillors present

26/36) Matters arising from previous meetings:

36.01) Navestock Sports Pavilion (build) and parish sports field

36.02) Health and Wellbeing

36.03) Spring Farm & Skip-A-Hoy (environmental issues)

36.04) Neighbourhood Watch including CCTV

36.05) Shonks Mill flood storage area (River Roding Project)

36.06) Common Land issues within Navestock Parish

36.07) Navestock rubbish and litter issues

36.08) Boundary issues - Navestock Heath

36.09) Navestock Parish roads signage

36.10) Motorway service areas (M25) update

36.11) Village Hall playground seating

36.12) NPC grounds maintenance

36.13) Navestock Village Show 2025

36.14) NPC tree management

36.15) NPC composition 2026 (casual vacancy)

36.16) NPC Recreational Sensory Garden

36.17) Village hall car park issues

36.18) Rural affordable housing opportunity

36.19) BBC - Increased allocation of traveller's sites

36.20) NPC Fixed Asset Policy & Register / Reserves Policy 2026 (approval)

36.21) Annual playground(s) inspection 2026

26/37) Current matters:

37.01) Brentwood Community Assembly - 12th March (report)

37.02) Navestock Village Show 2026

37.03) NPC IT upgrade 2026

26/38) Reports: To receive brief reports from NPC working parties

26/39) Correspondence and Clerks report

26/40) Planning

All new applications have been circulated to Councillors for consideration / comment

26/41) Finance

Approval of 2025/26 Annual Accounts following internal audit

Approval of 2025/26 Annual Governance & Accountability Return Part 3 (AGAR)

Banking and Finance Report (already circulated) & cheques to be approved / signed:

Payroll (May), Clerk (SWG Solutions Ltd. - Village Hall plumbing works),

EALC (EALC / NALC affiliation fees 2026/2027),

Town and Country Pests (Village Hall and Sports Pavilion pest control),

Stevenson & Co. (Internal audit 2025/26),

Clerk (Gmail storage upgrade and Sports Pavilion documents holder).

26/42) Discussion items and date of next meeting

Additionally, matters to be raised by Councillors for the next meeting's agenda

Victor Simmons

Clerk & RFO to Navestock Parish Council

4th May 2026

