

NAVESTOCK PARISH COUNCIL MEETING MINUTES

Tuesday 8th July 2025 - 19.03 START

Present: Councillors Chrissy Gelderbloem (CG), Rowena Bere-Brown (RBB), Adrian Enkel (AE), Lucy Gelderbloem (LG), John Parrish known as Mike (MP),

Also Present: Clerk Victor Simmons (VS)

25/43) Chair's welcome & announcements: CG - Welcomed everybody present and the generic statement regarding the recording of meetings was agreed to be 'taken as read' (NPC now audio record all meetings)

25/44) Apologies and reasons for absence: CG - Roy Tyzack (RT) - Doctors appointment (*accepted*), David Williams (DW) - Vehicle breakdown (*accepted*)

25/45) Declaration of interests with regards to items on the agenda: MP & RBB (50.05) - non-pecuniary

25/46) To approve the previously circulated minutes from the Parish Council Meeting - Tuesday 13th May 2025: Minutes were *agreed* as correct and to be signed by CG

25/47) Public participation session with respect to items on the agenda

19.05 Meeting suspended for public participation

CG - As there were no members of the public present, item 25/47 was opened and closed

19.06 End of public participation

25/48) Action on matters arising from public participation session: None

25/49) Reports: To receive brief reports from Borough and County Councillors present: CG - BBC had received a central Government request for prospective new towns. A location in West Horndon had been submitted for 10,000 plus homes by the administration (not including Dunton Hills).

25/50) Matters arising from previous meetings:

50.01) Village Hall Sports Pavilion (build) and parish field: MP - The field had been mown twice and the trailer moved into a more suitable position ready for the village show. BYFC had returned the signed lease which will enable their application for a £30K grant to improve the playing surface. CG - Had received 2 quotes for the sports pavilion heating which drew discussion regarding the siting of the boiler. RBB - The oak processionary moth had been found again in the Shonks Mill area. MP - Work had started on removing / thinning out overgrown hedging around the field. *MP & CG dealing*

50.02) Health and Wellbeing: CG - The Woman's Institute had celebrated their 75th anniversary with a lunch at Bentley Golf Club, followed by a church service with other local WI's. *Carried forward*

50.03) Spring Farm & Skip-A-Hoy (environmental issues): CG - There had been no issues recently other than reports of general rubbish in the vicinity of the site (reported to BBC). *Carried forward*

50.04) Neighbourhood Watch including CCTV: CG - Was waiting on a second quote before any potential decision. **Clerk** - An enquiry to the EALC regarding GDPR best practice had resulted in reference back to Government guidance already available in the public domain. **Carried forward**

50.05) Shonks Mill Flood Storage Area (River Roding Project): MP - There had been a major fly tip of soil near the secondary access gate. A number of lorries had been caught accessing the site via a prohibited route (Princes Road). **RBB** - Dust problems were increasing for residents. **Carried forward**

50.06) Navestock Side - sewage discharge: CG & MP - There had been no communication from the Church Commissionaires, CG will contact their land agents (Savills) for an update. **Carried forward**

50.07) Common Land issues within Navestock Parish: CG - There was no update on this complex issue, but our new RCCE and Open Spaces Society membership should be of help. **CG dealing**

50.08) Security of Navestock Parish Council assets: Clerk - Due to the contractors existing commitments, the works around 'The Green' had been broken down into 4 phases. All that remained now were the ditching works along Navestock Side and Green Lane. It was hoped to tidy and seed the new bund during the winter. **CG** - Was happy with how the new fencing looked. **Carried forward**

50.09) Navestock rubbish and litter issues: CG - There had been a noticeable increase in fly tipping recently, with clearance times generally slower than earlier in the year. **Carried forward**

50.10) Boundary issues - Navestock Heath: CG - Was now looking to find a suitable rural land solicitor to assist in taking this matter forward. There was what appeared to be a fly tip of rubble on Navestock Heath. As the area is common land it was agreed to report this to BBC. **CG & Clerk dealing**

50.11) Navestock Parish roads signage: CG - Essex Highways have confirmed that any new signage requires a licence and applications must go via Lesley Wagland (**LW**). She would be discussing the matter with **LW** to explore the best options in due course. **MP** - Replacing fingerposts with lower level metal signs may be the most cost effective and sensible long-term solution. **Carried forward**

50.12) Outline application for a new dual site motorway service area (M25) - MOTO: CG - Still ongoing with BBC planning and NPC have received no updates from them or MOTO. **Carried forward**

50.13) Proposal for a motorway service area (M25) - Welcome Break: CG & Clerk - No updates have been received from Welcome Break regarding their initial proposals. **Carried forward**

50.14) Village Hall playground seating: CG - A contractor has been found to lay the concrete base, although ideally this needs to be done outside of Little Doves term time. After discussion it was agreed the new picnic table should be purchased / stored and be brown. **CG & Clerk dealing**

50.15) Defibrillator (additional unit in west Navestock): CG - It was **agreed** to leave this item on the agenda, although currently there was no obvious location for an additional unit. **Carried forward**

50.16) Annual playground inspection 2025: Clerk - The inspection was completed on the 28th May with a moderate risk rating outcome. Ray Balcombe and the **Clerk** had addressed the items highlighted in the report and **MP** will also look over the equipment in due course. **Item resolved**

50.17) NPC grounds maintenance: CG - Had arranged with a maintenance man to cut various areas around the village hall in preparation for the show. **Clerk** - The cricket club had cleared the footpath that ran alongside 'The Green', however cutting the grass around the new fence line was an issue for consideration in 2026. **MP** - Highlighted an oak tree in the corner of the sports field that would need attention in the near future. The **Clerk** to investigate and if applicable report to the appropriate authority if it was deemed not to be NPC's responsibility. *Carried forward*

50.18) Green Lane litter and dog faeces bins: Clerk - The old broken bins had been removed from the gateway and as yet no fly tipping issues had arisen. A resident who made comment was advised they could use the bin in the village hall car park instead. **RBB** - There were issues with this bin due to birds pulling out food waste and creating litter. **Clerk** to investigate possible solutions. *Item resolved*

50.19) BBPCA meetings March 20th and June 19th (reports): CG - The March minutes had been emailed out for Councillors to read in full. The June meeting featured a BBC presentation on devolution, with timescales and the potential dispersal of assets to Parish Councils. *Item resolved*

25/51) Current Matters:

51.01) Sports Pavilion energy plan renewal (August 2025): Clerk - Explained that the current energy plan with E.ON Next expired on August 1st. After discussion it was *agreed* to renew with our current supplier on a new one-year fixed deal as opposed to their 'Business Flexible Plan'. *Item resolved*

51.02) NPC Insurance renewal (August / September 2025): Clerk - As the village hall corridor was currently closed, bringing both buildings under one umbrella policy still wasn't viable. The **Clerk** would send out renewal details for consideration following receipt in August. *Carried forward*

51.03) Navestock Village Show 2025: CG - Thanked **RBB** for arranging the village hall rosettes plus most of the judges were in place. There was a general discussion surrounding logistics and **LG** was posting show details on various social media outlets. The brochures weren't yet available as apparently, there had been issues with the printer. The **Clerk** would be arranging the dog show insurance. **CG** - Was ordering the skip and there would be no tractor rides this year. *Carried forward*

51.04) NPC Fixed Asset Policy & Register / Reserves Policy 2025 V2 (for approval): Clerk - Following the internal audit the sports pavilion value has been increased by £12,847, resulting in the need for an updated policy. This was *approved* and will be posted on the NPC website ASAP. *Item resolved*

25/52) Reports: To receive brief reports from NPC Working Parties: MP - Had reported numerous fly tips, sprayed weeds etc around several road signs and trimmed hedges in the parish sports field. **AE** - There had been a rough sleeper on the Woodland Trust land in Snakes Hill. **CG** - An unauthorised entrance in Murthering Lane was being dealt with by BBC enforcement. Also, Murthering Lane had excessive amounts of litter which was not being dealt with due to the BBC embargo on rural litter picking. **RBB** - Had checked on a flooding issue in Shonks Mill Road that had been closed off by ECC Highways. However, until there was substantial rain this could not be verified as satisfactory. **LG** - Mark Pryor had agreed to cut Navestock Heath in early August.

25/53) Correspondence and Clerks Report: Clerk - Had replied to Tony Donnelly on 21/5 regarding a query raised during public participation at the May meeting. This concerned finance surrounding the sports pavilion and the appropriate information was supplied. NPC has registered for the 2025/26 ECC salt bag scheme, but declined delivery of salt this coming winter. An asset list circulated by BBC only showed woodland in Curtis Mill Green within Navestock. This appeared to be a precursor to the potential dispersal of assets to Parish Councils before devolution? NAT's had been in Brizes Ward week commencing 23/6, but sadly hadn't addressed all of the 9 items submitted by NPC. The Clerk was attending a regular forum at the Town Hall on 9/7 regarding planning and had asked for enforcement to be added to the agenda on behalf of NPC.

25/54) Planning: CG & Clerk - After discussion it was *agreed* to submit a consultee comment regarding the following planning application: **Black Cottage (25/00391/FUL)**. The UKPN application for works on Curtis Mill Green was referenced although this had gone to the Secretary of State.

25/55) Finance: CG has checked the accounts / records & everything was in order.

Clerk - The Annual Governance & Accountability return Part 3 (AGAR) had been submitted to PKF Littlejohn LLP on 30/6 and posted on the NPC website. An NPC financial statement regarding the AGAR would be circulated to Councillors for approval before posting. There was a follow up discussion to the one in May, regarding possible changes to the current NPC banking arrangements. The **Clerk** would make further enquiries on potential options and report back.

Cheques to be signed were approved for:

Payroll (July), **Fenland Leisure Products Ltd.** (Playground(s) Inspection 2025),
R.I. Murrell (Groundworks to protect The Green from motor vehicles - phase 3),
Clerk (Junior playground bolt cap covers), **R. Bere-Brown** (Village Show rosettes),
G. Gelderbloem (Parish grounds maintenance).

25/56) Discussion Items and date of next meeting: None.

Next meeting: Tuesday 9th September, 2025

Meeting closed at 21.07

Victor Simmons
Clerk & RFO to Navestock Parish Council
1st September 2025