

NAVESTOCK PARISH COUNCIL MEETING MINUTES

Tuesday 9th September 2025 - 19.00 START

Present: Councillors Chrissy Gelderbloem (**CG**), Rowena Bere-Brown (**RBB**),
John Parrish known as Mike (**MP**), David Williams (**DW**)

Also Present: Clerk Victor Simmons (**VS**), Essex County Councillor Lesley Wagland (**LW**),
+ 1 member of the public (**MOP**)

25/57) Chair's welcome & announcements: **CG** - welcomed everybody present and read out a generic statement regarding the recording of meetings (NPC now audio record all meetings)

25/58) Apologies and reasons for absence: **CG** - Adrian Enkel (**AE**) - Personal matters (**accepted**),
Lucy Gelderbloem (**LG**) - Illness (**accepted**), Roy Tyzack (**RT**) - Illness (**accepted**)

25/59) Declaration of interests with regards to items on the agenda: **MP & RBB** (64.05) - non-pecuniary

**25/60) To approve the previously circulated minutes from the Parish Council Meeting -
Tuesday 8th July 2025:** Minutes were **agreed** as correct and to be signed by **CG**

25/61) Public participation session with respect to items on the agenda

19.05 Meeting suspended for public participation

CG - As no members of the public chose to speak, item 25/61 was opened and closed

19.06 End of public participation

25/62) Action on matters arising from public participation session: None

25/63) Reports: To receive brief reports from Borough and County Councillors present: **LW** - Gave an overview of current funding streams. Namely, the ECC Community Initiatives Fund (CIF), the Locality Funds (she has input into one of these) plus a BBC Community Fund. She also explained the current Devolution / Local Government Reorganisation (LGR) situation regarding unitary authorities, Mayoral elections (May 2026), with the date for Borough & Council elections still unclear. A discussion followed on highways, potholes, haunching's (roadside potholes) plus the ongoing roadside works licencing issue which impacted Navestock (see agenda item 25/64.11).

19.25: LW left the meeting after being thanked by CG for her attendance and help with NPC issues

25/64) Matters arising from previous meetings:

64.01) Village Hall Sports Pavilion (build) and parish field: **CG** - The existing heating quotes involving a boiler had been revised, as we have now been told that the gas supply would require a separate feed from Navestock Side. A cheaper alternative electric air conditioning option had been suggested, with a site survey to follow. **CG** was waiting on quotes regarding the corridor roof leak (see agenda item 25/65.03) and the upgraded toilet door locks. **MP** - Had continued works on thinning out the overgrown hedging and the BYFC field grant application was looking promising. **MP & CG dealing**

64.02) Health and Wellbeing: CG - Notification of a 'Suicide Awareness' gathering in Shenfield on September 13th had been posted on the NPC WhatsApp groups. The 'Appetite on the Farm' music event in August had passed off with very few issues compared to 2024. **Carried forward**

64.03) Spring Farm & Skip-A-Hoy (environmental issues): CG - Although the site was now empty of people, there had been a considerable amount of fly-tipping outside of the facility. **Carried forward**

64.04) Neighbourhood Watch including CCTV: CG - Following discussion regarding the quotes received **CG** would investigate further and report back at the November meeting. **Carried forward**

64.05) Shonks Mill Flood Storage Area (River Roding Project): MP - The contractors claimed that everything was on schedule. **RBB** - The weather had dissipated the dust problems. **Carried forward**

64.06) Navestock Side - sewage discharge: CG & MP - Still no communication from the Church Commissionaires or their land agents (Savills), who now had a new point of contact. **Carried forward**

64.07) Common Land issues within Navestock Parish: CG - Had contacted the Open Spaces Society about common land in general including Curtis Mill Green. **DW** - Most of Curtis Mill Green was common land with SSSI designated status. **CG dealing**

64.08) Security of Navestock Parish Council assets: Clerk - The security project around 'The Green' was now complete with just some minor seeding and tidying of the new bund outstanding. **CG** - Mark Pryor had cut Navestock Heath, the **Clerk** to send a thank you email on behalf of NPC. **Item resolved**

64.09) Navestock rubbish and litter issues: CG - Fly-tipping seemed to be on the increase, with apparently, a local prosecution. **MP** - Had reported 12 fly-tips since the last meeting. **Carried forward**

64.10) Boundary issues - Navestock Heath: CG - Had been recommended a solicitor who specialises in rural issues, with a site visit arranged for next week to assess the situation. **CG & Clerk dealing**

64.11) Navestock Parish roads signage: CG - As **LW** had confirmed earlier, Essex Highways still had ongoing issues with regards to signage and licencing of roadside works. **RBB** - Felt that road signage was still useful. **DW** - Retained signage needed to look appropriate, not in disrepair. **Carried forward**

64.12) Outline application for a new dual site motorway service area (M25) - MOTO: CG - Still ongoing with BBC planning plus no determination date known. **RBB** - There was a pressure group meeting planned for October. **MP** - Should there be a successful planning application, clearly the site with no service roads would be a better option to protect the green belt. **Carried forward**

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

64.14) Village Hall playground seating: CG - A contractor has been found to assemble the new picnic table and install securely outside of the playground, not however on a concrete base. **CG dealing**

64.15) Defibrillator (additional unit in west Navestock): CG - As there was currently no suitable locations, it was **agreed** to remove this item from the agenda until / if one was found. **Item resolved**

64.16) NPC grounds maintenance: CG - Was still exploring potential contractors and exactly what would be included in the works specification and when during the year. **Carried forward**

64.17) NPC Insurance renewal (August / September 2025): Clerk - The policy had been renewed with our current broker and insurance company, with an increased sports pavilion sum insured following independent advice. Sourcing alternative quotes had proven to be problematic, but would be necessary in 2026 if the proposed umbrella policy including the village hall goes ahead. The **Clerk** to discuss this option with the village hall committee (Hugh Savill) and report back. **Clerk dealing**

64.18) Navestock Village Show 2025: CG - Thanked everybody for their efforts in making the show happen this year. There were a number of outstanding finance matters which had been delayed due to **RT's** ill health. **MP** - Felt a meeting of interested parties would be useful regarding the 2026 show. **Clerk** - Was investigating apparent missing brochure advertising revenue. **Carried forward**

25/65) Current Matters:

65.01) Recycled clothing bank: CG - After discussion it was **agreed** that there were no suitable locations for such a facility within Navestock given the problems they could cause. **Item resolved**

65.02) ECC Locality Fund 2025-26: Clerk - Currently liaising with **LW** on the application. **Clerk dealing**

65.03) Village Hall guttering issues: CG - There was a contractor visiting site on 10/9 to investigate the problem which was causing dampness issues with the sports pavilion corridor roof. **CG dealing**

25/66) Reports: To receive brief reports from NPC Working Parties: DW - There had been motorbike activities again on Curtis Mill Green, plus the Albyns Lane road surface was still unsatisfactory despite some ECC repairs. **MP** - Nothing to report. **RBB** - Little Doves pre-school had received an outstanding Ofsted report, but were currently low on numbers due to changes in Government funding arrangements. This was a concern being the main village hall hirer, plus booking issues had arisen due to **RT's** ill health. **CG** (on behalf of **LG**) - The pile of hardcore on Navestock Heath had been removed by persons unknown and Mark Pryor had completed the annual cut. **CG** - The Middlebrook Farm bund was progressing well as were improvements to Jenkins Farm.

25/67) Correspondence and Clerks Report: Clerk - Explained that the website change to a gov.uk domain was still in hand with the NPC **Webmaster**, who had been talking to a website company with possibly a zoom call to follow. This change was an AGAR requirement and would mean an increase in NPC IT costs moving forward. Had attended a BBC Clerks forum on 9/7 out of which a list of current enforcement issues within Navestock were forthcoming. Raised the issue of bleed bags, which opened a conversation on these and the defibrillator which **RBB** would look into. There had been some issues with the removed dog faeces bin in Green Lane which now seemed to be dissipating. NPC were now subscribed to the Brentwood Connected newsletter. There was a BBPCA meeting on 18/9 at the Town Hall, which **CG** would be attending. The current NPC Metro bank account was introducing a £3 monthly charge from 1/12, which reinforced the need to consider alternative banks / accounts. Opened a conversation on the dead oak tree in the corner of the sports field, the **Clerk** to investigate further. **MP** had experienced some issues with the village hall gates being blocked by parked vehicles, possibly from Alec's restaurant? The **Clerk** to investigate further and check if suitable 'no parking' signs were currently in place or not?

25/68) Planning: CG & Clerk - A consultee objection to the following application was submitted to BBC Planning on 8/7: **Black Cottage (25/00391/FUL)**. The resident concerned subsequently emailed NPC making us aware of pre-application agreements with ECC Highways, which apparently their agent hadn't submitted with the original BBC application. Despite this, it appeared BBC Planning had refused the application on green belt grounds.

25/69) Finance: CG has checked the accounts / records & everything was in order.

Clerk - The sports pavilion electricity contract had been renewed from 1/8 with E.ON Next on a one-year fixed business plan.

Cheques to be signed were approved for:

Payroll (September), **Heatherland Ltd.** (Skip hire - Village Show and sports field),

C. Gelderbloem (Parish grounds maintenance, Village Hall picnic bench and Village Show expenses reimbursement), **Marsh Limited** (NPC insurance renewal 2025),

M. Davis (Groundworks to protect 'The Green' from motor vehicles - phase 2 balance).

25/70) Discussion Items and date of next meeting: CG - After discussion It was **agreed** that the **Clerk** should arrange an NPC donation of £50.00 to the Royal British Legion for Remembrance Day.

Next meeting: Tuesday 11th November, 2025

Meeting closed at 21.01

Victor Simmons
Clerk & RFO to Navestock Parish Council
3rd November 2025