

NAVESTOCK PARISH COUNCIL MEETING MINUTES

Tuesday 13th January 2026 - 18.00 START

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

Also Present: Clerk Victor Simmons (VS)

26/01) 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). She also thanked everybody for their hard work on behalf of NPC in 2025

26/02) Apologies and reasons for absence: CG - Adrian Enkel (AE) - Hospital appointment (*accepted*)

26/03) Declaration of interests with regards to agenda items: MP & RBB (08.05) - Non pecuniary

26/04) To approve the previously circulated minutes from the Parish Council Meeting - Tuesday 11th November 2025: Minutes were *agreed* as correct and to be signed by CG

26/05) Public participation session with respect to items on the agenda

18.02 Meeting suspended for public participation

CG - As there were no members of the public present, item 26/05 was opened and closed

18.03 End of public participation

26/06) Action on matters arising from public participation session: None

26/07) Reports: To receive brief reports from Borough and County Councillors present: CG - Gave an update on local matters including The Brentwood Centre, Brentwood FC and the Baytree Centre. LGR was still a hot topic and timescales meant that a delegated response had been necessary to the BBPCA, with NPC on balance supporting the 5 unitary authorities' option within Essex.

26/08) Matters arising from previous meetings:

08.01) Village Hall Sports Pavilion (build) and parish field: CG - The electric air conditioning heating was now installed making the building useable. There was a protracted discussion on potential hiring options and how the sports pavilion and village hall could dovetail together moving forward.

MP - Suggested we may be moving towards a paid hall manager / handyman. RBB - Thanked MP for responding quickly to resolve a problem with the gate padlock which had jammed. *MP & CG dealing*

08.02) Health and Wellbeing: CG - There were currently no issues to report. *Carried forward*

08.03) Spring Farm & Skip-A-Hoy (environmental issues): CG - BBC enforcement had been out to site to investigate a roadway on adjacent land possibly accessing the golf course? *Carried forward*

08.04) Neighbourhood Watch including CCTV: Clerk - Had gone back to Caroline Ellis at ECC to say that NPC would not be pursuing the alternative Member Locality Fund for CCTV. *Carried forward*

08.05) Shonks Mill Flood Storage Area (River Roding Project): MP - Work has now stopped for the winter and interestingly the river is now flooding despite the construction to date. **Carried forward**

08.06) Navestock Side - sewage discharge: CG & Clerk - The Church Commissionaires and their land agents (Savills) are showing little interest in the problem. The only likely solution appears to be sewage treatment plant being upgraded when polluting properties change hands. **Item resolved**

08.07) Common Land issues within Navestock Parish: CG - Was still compiling a list of all common land within Navestock. **MP** - Explained that there are areas of common land that NPC do not own, but still kept an overview of from a protection angle. **Clerk** - There is a common land website which may be of use. **DW** - BBC was looking to discharge responsibility for some common land. **CG dealing**

08.08) Navestock rubbish and litter issues: MP - The BBC response to a large fly-tip in Dudbrook Road had been very disappointing despite a grab lorry being sent to resolve. **Carried forward**

08.09) Boundary issues - Navestock Heath: CG - As Navestock Heath was now formally registered to NPC, the issue would move forward based on our solicitors' recommendations. **CG dealing**

08.10) Navestock Parish roads signage: CG & Clerk - A fingerpost at the junction of Navestock Side and Dudbrook Road had been recently repaired. The **Clerk** had emailed **Lesley Wagland** again with the spreadsheet of outstanding faulty fingerposts first compiled in 2024. Kelvedon Hatch PC had confirmed that repairs / replacement of fingerposts within their parish had been solely undertaken by ECC Highways, with no monetary contribution from the PC. **CG & Clerk dealing**

08.11) Outline application for a new dual site motorway service area (M25) - MOTO: CG - The 'No To MOTO' pressure group had submitted a petition to BBC with over 2000 signatures. **RBB** - The group were looking for more help as some committee members had stepped back. **Carried forward**

08.12) Proposal for a motorway service area (M25) - Welcome Break: CG - There were no further updates on this proposal. It was **agreed** to merge items 08.11 & 12 moving forward. **Item resolved**

08.13) Village Hall playground seating: CG - Our appointed contractor will be installing the picnic bench when a suitable time slot for both parties and weather conditions allows. **CG dealing**

08.14) NPC grounds maintenance: CG - Had compiled a list of potential contractors to consider in the New Year, ready for works to start in Spring 2026 as deemed necessary / appropriate. **CG dealing**

08.15) NPC Insurance: Clerk - Following contact with Hugh Savill who administers the village hall finances, both parties are in agreement to explore an umbrella policy in June 2026. **Item resolved**

08.16) Navestock Village Show 2025: CG & MP - The outstanding show monies was still unresolved. After discussion an initial 2026 village show meeting was arranged for March 26th at the Secret Nuclear Bunker (18.30). **CG** will send out Invites to interested parties ASAP. **MP & Clerk dealing**

08.17) ECC Locality Fund 2025-26: Clerk - NPC had been awarded £500 towards the sports pavilion heating which the **Clerk** had been applied for. **Clerk dealing**

08.18) St. Thomas' churchyard funding request: MP - Gave an overview of the current churchyard use and historical information regarding its upkeep. After considerable discussion it was **agreed** to make a contribution of £200 (2026/27), which the **Clerk** would forward to Hugh Savill. **Item resolved**

08.19) BBPCA meeting November 20th (report): CG - The majority of the meeting revolved around LGR matters. **CG** was attending the Brentwood Community Assembly meeting on 15/1. *Item resolved*

08.20) NPC 2026/27 budget and precept (decision): CG & Clerk - After discussion the 2026/27 budget was *approved* and an increase of £500 (1.85%) *agreed* on the precept. *Item resolved*

08.21) NPC tree management: CG - Was still liaising with potential contractors. *CG dealing*

08.22) NPC composition 2026 (casual vacancy): Clerk - Had been in contact with BBC Electoral Services manager Diana Chatfield and there had been no requests for an election. NPC now had authority to co-opt a new Councillor which was discussed at length. *Carried forward*

26/09) Current Matters:

09.01) BBC Volunteer Policy and Borough-wide litter picking scheme: CG & MP - After discussion NPC had severe reservations regarding the proposed scheme, which meant no volunteer litter picking could currently be endorsed by NPC. **Clerk** to reply to BBC as requested. *Item resolved*

09.02) NPC Recreational Sensory Garden: CG - NPC had been awarded £1,750 from the Brentwood Locality Fund towards a sensory garden in the area between the sports pavilion and the village hall. **MP** - An action plan was required to decide on the best use of the grant. *Carried forward*

09.03) Village hall car park issues: MP - The car park potholes needed regular filling to pre-empt the situation worsening. **CG** - Unauthorised parking was becoming a major problem and additional signage was required to try and deter this. The **Clerk** to investigate potential options. *Clerk dealing*

26/10) Reports: To receive brief reports from NPC Working Parties: CG - Due to the current casual vacancy scenario, can everybody keep an eye on any Horseman Side issues when in the area. **DW** - There had been rubbish collection issues on Curtis Mill Green for five weeks, with Epping Forest DC and BBC in dispute over who collects what? **LG** - Had reported several fly-tips in the Navestock Heath area. **RBB** - The traffic levels in Princes Road and Shonks Mill Road continue to be a problem due to the ongoing closure of Gallows Corner. **MP** - Nothing to report.

26/11) Correspondence and Clerks Report: Clerk - Was attending a BBC Clerks planning forum on 21st January and asked if there were any topics Councillors would like raised? After discussion planning issues surrounding traveller sites was decided upon. There had been an email from Stapleford Abbots PC regarding unregulated sites, the **Clerk** to reply after consultation with **CG**. The 2026 electoral roll had been received from BBC. The **Webmaster** was still looking into a potential new website with a .gov.uk domain, plus Councillors would have to move to dedicated email addresses to satisfy the 2025/26 AGAR. The dead oak tree reported in Navestock Side / Royds Lane was still awaiting inspection from ECC Highways. A large pothole raised by **RBB** in Shonks Mill Road to the River Roding Project Team had resulted in a timely repair. A significant proportion of correspondence coming into the NPC mailbox revolved around LGR (see 26/07). There had been a disturbing medical emergency in Alec's Restaurant which resulted in the NPC defibrillator being used. Following discussion, the **Clerk** to look into potential NPC obligations surrounding its availability which were currently unclear. A BBC Community Governance Review had asked for NPC's view on all Parish Council elections being held in the same year? After discussion this was deemed to be a good idea, the **Clerk** to reply accordingly.

26/12) Planning: CG - Opened a brief discussion on current applications, no NPC involvement *agreed*.

26/13) Finance: CG has checked the accounts / records & everything was in order.

Cheques to be signed were approved for:

GEPP Solicitors (Common land registration - Navestock Heath),

Clerk (Stamps), **M. Bourke Build Ltd.** (Sports Pavilion corridor roof repairs),

R. Bere-Brown (Defibrillator electrodes replacement), **Payroll** (January),

Wiffen & Sons (Village Hall roof repairs), **C. Gelderbloem** (Roy Tyzack funeral flowers),

MVG Electrical Ltd. (Sports Pavilion heating).

26/14) Discussion Items and date of next meeting: CG - none other than the **Clerk** suggested starting the November and January meetings at 18.00 due to weather conditions / dark nights might be a consideration moving forward.

Next meeting: Tuesday 10th March, 2026 @ 19.00

Meeting closed at 20.08

Victor Simmons
Clerk & RFO to Navestock Parish Council
2nd March 2026