NAVESTOCK ANNUAL PARISH COUNCIL MEETING & PARISH COUNCIL MEETING MINUTES

Tuesday 12th May 2026 - 19.00 START

Present: Councillors Chrissy Gelderbloem (**CG**), Rowena Bere-Brown (**RBB**), Lucy Gelderbloem (**LG**), John Parrish known as Mike (**MP**)
Also Present: Clerk Victor Simmons (**VS**) + 5 members of the public (**MOP**)

ANNUAL PARISH COUNCIL MEETING

1. Current Chair's welcome: CG welcomed everybody present and read out a generic statement regarding the recording of meetings (NPC now audio record all meetings)

2. Appointment of Chair for 2026/27: RBB proposed Chrissy Gelderbloem (**CG**) as Chair which was seconded by **LG** and ***agreed*** by all

3. Apologies and reasons for absence: CG: Adrian Enkel (**AE**) - On holiday and David Williams (**DW**) - Vehicle breakdown ***(Both accepted)***

4. Appointment of Vice-Chair for 2026/27: CG proposed Rowena-Bere Brown (**RBB**) as Vice-Chair which was seconded by **LG** and ***agreed*** by all

5. Appointment of Officers & Representatives in relation to the following:

Greens Charity: CG, **MP** and **Jan Savill**
Planning: Chair & Vice-Chair plus all Councillors as deemed necessary
Common Land and Verges: All Councillors
Localism: All Councillors
Working Parties: Curtis Mill - **DW**, Horseman Side - **Vacant**, Murthering Lane - **CG**, Navestock Heath - **LG**, Navestock Side - **AE**, Shonks Mill - **RBB**, Roving Brief - **MP**
Village Show: All Councillors
Village Hall Representatives: Ray Balcombe & **RBB**
Parish Bankers: Bank of Ireland, Metro Bank
Internal Auditor: Stevenson & Co. (**Phil Beare**)

It was proposed by MP and seconded by LG that all of the above appointments were voted for en bloc. This was *agreed* by the Councillors present

The following statement was *agreed*:

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

The Annual Parish Council Meeting closed at 19.08

PARISH COUNCIL MEETING
19.09 Start

26/29) Chair's welcome & announcements: CG - Welcomed everybody present and stated that the generic statement regarding the recording of meetings (NPC now audio record all meetings) read out previously was still applicable to this meeting.

26/30) Apologies and reasons for absence: CG: Adrian Enkel (**AE**) - On holiday and David Williams (**DW**) - Vehicle breakdown ***(Both accepted)***.

26/31) Declaration of interests with regards to agenda items: MP & RBB (26/36.05) - Non pecuniary.

26/32) To approve the previously circulated minutes from the Parish Council Meeting - Tuesday 10th March 2026: Minutes were ***agreed*** as correct and to be signed by **CG.**

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

19.10 Meeting suspended for public participation

Joe McNamara (MOP) - Gave an overview of forthcoming planning applications at Meadow View (Murthering Lane), which included stables plus a bund near the M25. **Lesley Haylett & Sandy Gibb (MOP) -** Were attending with regards to agenda item 26/36.10. **Karen Massie (MOP)** - Treasurer of NERA (Northeast Residents Association) gave an overview of the 'No To Moto' campaign and fundraising efforts to hire legal counsel. They currently have 380/400 members and were hoping NPC would add financial backing to go with the support they had already given.

19.16 End of public participation (meeting reopened)

26/34) Action on matters arising from public participation session: CG - Opened a discussion on funding options with various amounts proposed. A proposal of £350 from **LG** was seconded by **MP** and ***agreed*** by all Councillors. **Clerk -** For clarity NPC had received nothing for some time from BBC regarding the MOTO planning application, plus Welcome Break were yet to submit anything. **MP -** NPC should consider sending BBC Planning suggested conditions in case a worst-case scenario of planning permission was granted. **CG & RBB -** Thanked the 3 **MOP's** for their attendance and insight into the campaign, who then left the meeting at 19.25.

26/35) Reports: To receive brief reports from Borough and County Councillors present: CG - Due to the recent local elections there was little to report. Lesley Wagland was no longer the Essex County Councillor for Brentwood Rural division with Sam Gascoyne now in post. Also, Soni Sunger was no longer a Councillor for Brizes, Stondon Massey and South Weald ward.

26/36) Matters arising from previous meetings:

36.01) Navestock Sports Pavilion (build) and parish sports field: CG - Thanked the **Clerk** for arranging the recently completed painting works, plus resolving issues with the locks / keys and documentation storage. A discussion followed regarding moving the old toilet cabin, plus painting the container and potentially laying a patio for the sports pavilion. **RBB -** Suggested advertising the availability of the sports pavilion for hire at the village show. ***MP, CG and Clerk dealing***

36.02) Health and Wellbeing: CG - No significant issues to report plus there was a plant sale at St Thomas' church this coming Saturday (16th May). ***Carried forward***

36.03) Spring Farm & Skip-A-Hoy (environmental issues): CG - There was little activity to report. The external areas outside of the site were still badly affected by fly-tipping and litter. ***Carried forward***

36.04) Neighbourhood Watch including CCTV: CG - It appeared BBC were going to prosecute a fly-tipper as opposed to only issuing a fine, with sentencing due in June. ***Carried forward***

36.05) Shonks Mill Flood Storage Area (River Roding Project): RBB - Work is continuing including water spraying to dissipate dust. Recent fly-tips and damage to fencing had been resolved promptly. **CG** - Had asked the EA if an information stall at the village show would be possible? ***Carried forward***

36.06) Common Land issues within Navestock Parish: CG - Had attended an interesting RCCE training event regarding local nature recovery and environmental planning. Raised an issue of common land in Navestock Side, where a bund had been built following damage caused by building work opposite. After discussion NPC to make contact with the property owner. ***CG dealing***

36.07) Navestock rubbish and litter issues: CG - Felt that the clearance of fly-tipping by BBC was working well, although sadly there was no let-up in the frequency of the practice. Litter picking had been observed in Murthering Lane, although this was probably privately funded. ***Carried forward***

36.08) Boundary issues - Navestock Heath: CG - Still with our solicitors (GEPP & Sons). ***CG dealing***

36.09) Navestock Parish roads signage: Clerk - A historical local highways panel scheme for speed signage in Horseman Side between the M25 and Dytchleys Lane had resurfaced. On discussion Councillors were happy for this to proceed in what was a 40MPH section of road. ***CG & Clerk dealing***

36.10) Motorway service areas (M25) update: CG - See agenda items 26/33 & 34. ***Carried forward***

36.11) Village Hall playground seating: CG - Installation still in hand with our contractor. ***CG dealing***

36.12) NPC grounds maintenance: CG - A received quote was discussed at length which also included remedial work to the apron outside of the main village hall gates. **CG** to seek further clarification on this quote which was somewhat ambiguous, plus look for other local options. ***CG dealing***

36.13) Navestock Village Show 2025: Clerk - Asked for a consensus that the draft email prepared for the Village Society before the monetary split was acceptable? This was ***agreed***. ***CG & Clerk dealing***

36.14) NPC tree management: CG - After discussion a quote received from Prince Tree Surgery to complete various remedial works was ***agreed***. They will also supply a recommendation for a company to complete the required tree survey of the NPC estate. ***CG dealing***

36.15) NPC composition 2026 (casual vacancy): CG - This situation was ongoing. ***Carried forward***

36.16) NPC Recreational Sensory Garden: CG - MRD Landscapes Ltd will be completing the works in early June and were aware of the grant deadline of the 30th of that month. ***Carried forward***

36.17) Village hall car park issues: CG - This matter was still an ongoing issue. ***Carried forward***

36.18) Rural affordable housing opportunity: MP - Gave a historic overview of the development at Tyser Green, which was originally affordable housing for local people. After considerable discussion it was ***agreed*** that NPC should decline taking the matter any further, which included funding a housing needs survey. The Clerk to advise the RCCE accordingly. ***Item resolved***

36.19) **BBC - Increased allocation of traveller's sites: CG** - Due to the recent local elections the matter had stalled somewhat at BBC, but should hopefully now move forward again. ***CG dealing***

36.20) **NPC Fixed Asset Policy & Register / Reserves Policy 2026 (approval): Clerk** - Following the internal audit the sports pavilion asset value has been increased. The previously circulated document was ***approved*** by Councillors and will be posted on the NPC website ASAP. ***Item resolved***

36.21) **Annual playground(s) inspection 2026: Clerk** - The inspection will be arranged for later this month following an in-house check of all the equipment. ***Clerk dealing***

26/37) Current Matters:

37.01) Brentwood Community Assembly - 12th March (report): CG - Had attended and the meeting was very generic, focusing mainly on how BBC communicated with the public, including social media platforms. There was also discussion on potential changes to the structure of the council and how parishes fitted into that framework, plus information on community energy projects. ***Item resolved***

37.02) Navestock Village Show 2026: CG - Gave an overview of the current situation including stall holders, amusements, donkey rides, classic cars, first aid, risk assessments, dog show insurance, etc. A pre-show meeting was planned for late June, but currently all seemed to be on track. ***CG dealing***

37.03) **NPC IT upgrade 2026: Clerk** - Gave an overview of the current IT position, including the new website and Councillor email addresses which would be rolled out in due course. This was very much a work in progress but was required to satisfy the 2025/26 AGAR assertion 10. It had also been necessary to upgrade the current Gmail storage which had reached its capacity. ***Clerk dealing***

26/38) Reports: To receive brief reports from NPC Working Parties: LG - Mark Pryor had kindly agreed to cut The Heath again. **CG -** Was still pressing BBC over the lack of rural litter picking and when this was going to start again? BBC enforcement was investigating excessive earth movements in Sabines Road plus there was similar activity in Murthering Lane next to the golf course. **RBB -** Expressed concerns over the general lack of roadside maintenance and cutting of hedges, which was a serious safety issue for pedestrians. **MP** - Commented on the amount of unsuitable magazines etc. being left in the Navestock Side library as opposed to serious reading material.

26/39) Correspondence and Clerks Report: Clerk - The churchyard mowing contribution agreed at the January meeting is currently on hold due to issues with the contractor they intended to use. When the payment is made it will be clarified that this is only for 2026 and is not an annual contribution. Pest control is now in place in both the village hall and sports pavilion with the relevant paperwork held in the committee room. Hard copies of the Essex Care Services Directory are now available in the village hall foyer. The second stage of CGR (Community Governance Review) runs from 11/5 to 5/7/2026. BBC will be sending out information from early June as it appears major changes to the way the Borough is currently controlled is envisaged.

26/40) Planning: Clerk - The only application which had drawn Councillor comment was regarding Alec's Restaurant, who wished to replace a pergola and thus increase seating capacity. There was no provision in the application for additional parking, despite the problems which currently exist in Navestock Side due to its patrons. Both **RBB** and **CG** felt a consultee objection was appropriate both on road safety grounds and to support local residents who were being regularly impacted by the issue.***CG & Clerk dealing***

26/41) Finance: CG has checked the accounts / records & everything was in order.

Clerk - Asked for approval of the previously circulated 2025/26 NPC annual accounts following the internal audit, plus the Annual Governance & Accountability return Part 3 (AGAR). Also, a 6 monthly internal audit for 2025/26 had taken place in November 2025 to satisfy the AGAR (section 1). These items were ***approved*** unanimously. The 2025/26 notice of public rights and publication of the unaudited AGAR return was scheduled for the 3/6/26 until 14/7/26 and would be posted on the website.

Cheques to be signed were approved for:

Payroll (May), Clerk (SWG Solutions Ltd. - Village Hall plumbing works),
EALC (EALC / NALC affiliation fees 2026/2027), Stevenson & Co. (Internal audit(s) 2025/26),
Town and Country Pests (Village Hall and Sports Pavilion pest control),
Clerk (Gmail storage upgrade and Sports Pavilion documents holder).

26/42) Discussion Items and date of next meeting: CG - With there being no other discussion items she thanked everybody for their hard work and closed the meeting.

Next meeting: Tuesday 14th July, 2026 @ 19.00

Meeting closed at 21.18

Victor Simmons
Clerk & RFO to Navestock Parish Council
6th July 2026