

Minutes of the Greenstead Green and Halstead Rural Parish Council meeting held on Wednesday 12th November 2025 at Greenstead Green Village Hall.

These are draft minutes and yet to be agreed by the Parish Council.

Present.

Cllr. Paul Foster. Chairman.

Cllr. Chris Butler.

Cllr. Ian Pleasance

Cllr. Derek Mason. Vice-Chairman.

Cllr. Jeremy Siggers

Cllr. Gemma Todd.

Cllr. Debbie Wass

Amanda Degnan – Clerk to the Parish Council.

County Cllr. Chris Siddall.

6 Members of the public

106/25 Apologies for absence. Apologies were received and noted from District Cllr. Peter Schwier who was attending a Braintree District Council (BDC) budget meeting.

107/25 Declarations of interest. To declare any pecuniary or non-pecuniary interests in accordance with the Code of Conduct. Cllr. Siggers declared an interest due to his wife's communication company being involved with working on a policy document for Essex County Council (ECC). This project is now complete. He confirmed that he also worked for the company but was not involved with this project.

108/25 Minutes: Item 1: To approve the minutes of the September ordinary meeting. The minutes of the September 2025 ordinary meeting were duly approved. Proposed Cllr. Foster, Seconded Cllr. Wass. Approved.

Item 2: Matters arising from the September minutes that are not on the agenda.

99/25 Tree: Update on tree growing on Eastlight property in Crocklands. The Clerk had reported this to ECC Highways. All other matters arising were on the agenda.

109/25 County Councillor's report. The Chairman, Cllr. Foster welcomed County Cllr. Chris Siddall to the meeting. Cllr. Siddall provided an update on the following items:

- Crocklands pavement. This should be repaired in January under the ECC Members Scheme.
- Local Highways Panel (LHP). He is the Chair of this. The LHP is now closed to new schemes due to the upcoming Local Government Reorganisation

(LGR). They need to complete the schemes already on the list before LGR is introduced. Priority is being given to the most dangerous areas.

- Parking in Halstead. This is currently under review by North Essex Parking Partnership (NEPP). They wish to introduce a parking permit scheme in Halstead High Street and are consulting on this. Cllr. Siddall encouraged everyone to object to this by the closing date of Friday 14th November.
- LGR. Voting for a mayor will take place in May 2026. ECC elections in May could be postponed but the Government had the final decision on this. There is a split between whether to have 3 or 5 unitary authorities. That decision may have to be made by the Government. Unitary Authorities are due to be introduced in 2028.

Cllr. Siddall then took questions from the Councillors and residents regarding current BDC staff and the LGR – they will have to reapply for their jobs. BDC funds – these will go into the new unitary authority. Thurrock – will not be involved with Thurrock.

There being no further questions. Cllr. Foster thanked Cllr. Siddall for his time.

110/25 District Councillor's report. In the absence of District Cllr. Peter Schwier there was no report.

111/25 Finance: Item 1: To consider opening an online savings account at Saffron Walden Building Society. This had been suggested by Cllr. Wass at the September meeting. Proposed. Cllr. Foster, Seconded Cllr. Mason. All agreed. To be investigated further. **Action:** Clerk.

Item 2. To consider adding Cllr's Siggers, Todd and Wass as signatories on the NatWest bank account. Proposed Cllr. Foster, Seconded Cllr. Mason. All agreed. **Action:** Clerk.

Item 3. To agree the accounts for payment. These were circulated prior to the meeting. Proposed Cllr. Foster, Seconded Cllr. Todd. All agreed. The accounts for payment were duly approved.

Method		Payee	Amount	Reason
SO		Mrs A J Degnan	£348.85	October Salary pd 15/10/25
SO		Mrs A J Degnan	£349.05	Nov Salary pd 15/11/25
BACS		Village Hall	£20.00	hall rental November
BACS		Mrs A J Degnan	£14.40	expenses
Card		Ionos	£6.00	website pd 17/09/25
Card		Ionos	£6.00	website pd 17/10/25
BACS		HMRC	£37.20	Income tax pd 10/10/25
BACS		HMRC	£37.40	income tax pd 11/11/25
BACS		MD Landscapes	£1,089.60	Grasscutting
Card		Mythic Beasts	£6.00	website pd 17/10/25
Card		Mythic Beasts	£85.80	.gov registration website pd 17/10/25
Card		Amazon	£21.49	A4 paper pd 10/11/25

Card		Amazon	£77.67	Printer ink pd 10/11/25
SO		Colne Stour CNT Association	£5.00	pd 8/10/25
Card		Microsoft	£59.99	pd 7/11/25 365 Classic
Card		Cash withdrawal	£20.00	for electricity 11/11/25
		Total payments for November 2025	£2,184.45	

112/25 Planning and Braintree District Council (BDC) Planning applications.

Item 1: Planning Applications: APPLICATION NO :25/02230/REM DESCRIPTION Application for Approval of Reserved Matters (in respect of Appearance, Landscaping, Layout and Scale) pursuant to outline planning permission 20/01493/OUT granted 14.04.2023 for: Outline application with all matters reserved except access for up to 55 dwellings with new landscaping, open space, access and associated infrastructure LOCATION : Land At Mount Hill, Halstead, Essex. The consultation on this had been extended to the 30th November 2025. There are a lot of documents associated with the application. At the time of the meeting no councillors had any objections to the application. But, in light of the number of documents involved, Cllr. Foster proposed that if anyone had any issues with the application after reading the documents to inform the Clerk before the closing date which is when a final decision will be made.. Proposed Cllr. Foster, Seconded Cllr. Todd. Agreed.

Any other Planning Applications received after the agenda was published.
None received.

Item 2: Update on previous Planning applications. For information only.

25/01923/HH Greenstead Hall Lodge – building and demolition work– This was refused by BDC due to no bat survey being carried out.

25/01551/ELD Application for Certificate of Lawfulness for an existing development Timber Yard, Burtons Green – not determined.

APP/Z1510/W/25/3371037 Planning Appeal to Planning Inspectorate. Barn at Moat Farm. Change of use. Dismissed. The Inspectorate agreed with BDC that there was too much work that needed to be done and so it needs planning permission.

25/01395/TPO Oak Tree St James Church – this had been reduced to a stump. Cllr. Mason had offered a sapling grown from an acorn from this tree to the church and both the Diocese and BDC liked that idea. The sapling is still too young to be replanted.

25/00897/FUL Ayletts Farm – Travellers Pitches. This had gone to appeal but it is yet to be validated. Once this is done then the Parish Council will be consulted again. Cllr. Mason commented that there seemed to be more caravans on the site. The appeal will allow the councillors to revisit the site.

Item 3 Update on possible planning breach at field opposite Cebanna, Russells Road. Cllr Pleasance provided an update on this breach which involves the removal of hedges and the installation of a large gate and concrete drive. BDC Planning

Enforcement confirmed that they have visited the site and will be revisiting as further developments have taken place but yet no planning permission had been sought. Cllr. Pleasance will ask residents to send him more photos and will update BDC Planning Enforcement. There is also a suggestion that families may be living on the site. Retrospective planning permission will be needed. Ongoing. **Action:** To be placed on the January agenda.

113/25 Playing Field: Item 1: Update on playing field. Cllr. Mason reported that someone had pulled up one of the wooden stepping stones and filled the posthole with conkers. He had removed these and replaced the post. Another post is also loose. It was agreed that Cllr. Mason could purchase 2 bags of postcrete at £6 each to fix the loose posts. Slide repaired and sign for the outdoor gym up. The swing seats need replacing as they are perishing around the fixings. Clerk was asked to look up when they were replaced. **Action:** Clerk. **Item 2: Update on the landscaping and reseeding of the additional 4-5m of land in the Playing Field.** The land had been sprayed but it had not taken so he will be respraying it Week beginning 16th November. It will then be dug out before Xmas. **Item 3: Update on Operations Inspections. Cllr. Mason.** Cllr. Mason is carrying these out monthly.

Item 4: Update on purchasing new benches for the Playing Field from Parish Council funds. This had arrived just needed a location to install it. A resident offered to mark up an area where it can be installed.

Cllr. Butler reported that he had received an email from the Charity Commission regarding the Playing Field Charity. No one knows anything about it. Cllr. Butler to forward the email onto the Clerk to investigate. **Action:** Cllr. Butler and Clerk.

114/25 Highways: Item1: Parish Councillors Highway issues. Cllr. Mason showed Cllr. Siddall photos of posts that have appeared at Penny Pots opposite Magpie Hall. These have made the road narrow and are on Highways land. Cllr. Siddall suggested contacting ECC Highways to complain. Cllr. Mason to send the photos to the Clerk. **Action:** Clerk.

Cllr. Siggers reported that an ancient country lane leading to a property called Kangles had been widened for 200 yards by a digger so that a static caravan could be placed on the site. He had phoned ECC Highways and it had taken 45 minutes to speak to someone, and he still had no update about his complaint. **Action:** Report online to Highways and BDC Planning. Any photos to be sent to the Clerk to be sent with the report.

Dip outside village hall seems to be getting worse.

Item 2: Pavement at Crocklands. This had been covered in County Cllr. Siddall's report.

County Cllr. Siddall left the meeting at this point.

115/25 Website: Update on applying for a .gov.uk website and emails and to agree a date to switch over to the new site and emails. Cllr. Pleasance.

Deferred from September meeting. Cllr. Pleasance provided an update on this. The parish council now has a .gov website and emails after receiving approval from

the Cabinet Office. Cllr. Pleasance had cloned the website and will start sending out the new email addresses to everyone. These have more storage room than the old email addresses. It was agreed to start using the new email addresses from the 1st December 2025. Cllr. Pleasance will also update the website. He is happy to help setup the emails for councillors. Cllr. Pleasance was thanked for all his work on this matter.

116/25 Village Hall: Item 1. To receive an update on the installation of insulation and new heating. Item 2. To agree and accept a quote for the installation of insulation and new heating. Cllr. Mason. Deferred from July and September meeting. These 2 items were taken together. Cllr. Wass had obtained a quote of £5,324.40 inc. VAT from Sibley Electrical Ltd to install new heating in the hall. This was in addition to the quotes obtained by Cllr. Mason for the July meeting. Cllr. Butler asked about the insulation which did not appear on any of the quotes. Cllr. Mason had looked through the window into the roof and there was insulation so there was no need to quote for it. Cllr. Wass had also checked with RCCE about the Parish Council reclaiming VAT on the heating installation. The RCCE confirmed that the Parish Council can reclaim the VAT as long as they gift the heaters to the Village Hall.

It was decided that as Sibley Electrical Ltd know the Village Hall and will also dispose of the old heaters, unlike Cllr. Mason's quotes, to accept their quote.

Proposal: To agree and accept a quote from Sibley Electrical Ltd for the installation of new heating at a cost of £5,324.40 inc. VAT. Proposed Cllr. Foster, Seconded Cllr. Mason. All agreed. Cllr. Wass and Mason were thanked for their work on this.

Action: Cllr. Wass to contact Sibley Electrical Ltd to arrange a date for the installation of the new heating system.

Item 3: To consider applying for a CIF grant for the heating. It was decided not to apply for a CIF grant and to fund the installation from District Cllr. Schwier's grant and Parish Council funds.

117/25 Greenwatch: To consider a request from Greenwatch for a donation or grant of £500 to be put towards the purchase of plants and flowers for the village. The Chairman adjourned the meeting to allow a representative from Greenwatch to speak. The flowers are replenished twice a year. Volunteers look after them and they are just looking for recognition from the Parish Council for their hard work. Cllr. Mason asked about fundraising. This is ongoing and will continue with Coffee Mornings, quizzes, and a village calendar as it is a way of encouraging the community to come together. Cllr. Pleasance would like to see donations for other parts of the parish as well. Cllr Foster suggested adding a line to the Budget for this type of request to cover the whole parish.

Proposal: To consider a request from Greenwatch for a donation of £500 to be put towards the purchase of plants and flowers for the village. Proposed Cllr. Foster, Seconded Cllr. Mason. All agreed to donating £500 to Greenwatch for the purchase of plants and flowers. **Action:** Clerk.

118/25 Elections: To consider a response to a request for feedback from BDC Teams Elections to their Polling Place Review 2025. Proposal: No Comment. Proposed Cllr. Foster, Seconded Cllr. Pleasance. All agreed. **Action:** Clerk

119/25 National Grid. To consider registering as an Interested Party in the National Grid (Norwich to Tilbury) Development Consent Order S56 Notice. Proposal: Yes. Proposed Cllr. Foster, Seconded Cllr. Mason. All agreed. **Action:** Clerk.

120/25 Footpaths: Colne Engaine FP4 diversion proposal & Halstead Urban FP25 & land south of Blue Mills in Halstead Rural. Email received from Ramblers Association regarding diversion. It is believed that the first part belongs to the Courtauld's. But ownership of the last field and parts of the railway line no one is sure of.

121/25 To update the Potential Open Spaces Action Plan. (POSI). Cllr. Butler had been approached by Greenways regarding the cycle path, but this was now all suspended as they cannot get over the river without a bridge and the part of the cycle path that was proposed for Cllr. Butler's land he has turned down as he would be responsible for it once it was built.

It was decided to leave the POSI as it is and to update the ownership again for the Playing Field. **Action:** Clerk.

122/25 Neighbourhood Plan: To consider entering a response regarding Stisted Neighbourhood Plan – Regulation 16 Consultation. It was agreed that Cllr. Foster would draft something to send to the Clerk to be sent onto Stisted.

123/25 Meetings. Item 1: To approve the dates for 2026/27 parish council meetings. These had been circulated prior to the meeting. Proposed Cllr. Foster, Seconded Cllr. Todd. All agreed. The dates are as follows:

21st January

11th March

Annual Parish Meeting 8th April

13th May Annual meeting of the Parish Council 7pm followed by an Ordinary meeting.

8th July

9th September

11th November

Action: Clerk to contact Hall Booking Clerk to book.

Item 2: To agree a date and location for the Budget working party. Wednesday 26th November 2025. 7.30pm. Teams. **Action:** Clerk

124/25 To agree to the purchase of a cheap mobile phone for use by the Clerk. Cllr. Mason had a phone the Clerk can use. **Action:** Cllr. Mason.

125/25 Public comment. A resident reported that they had received an update regarding a complaint they had made to ECC Highways regarding the state of the footpath at Don Johns. It had been cleared and repaired by the landowner. Cllr. Butler apologised and explained that he was the landowner. Until he had been approached by Highways he had no idea it belonged to him.

The bridge on the footpath at the bottom of the hill had been repaired and reopened,

A question was asked regarding the Grasscutting and whether they are monitored.
No.

An access road had been opened up on Maplestead Road by the removal of a hedge. This was for the installation of the electricity pylons. This will be there for 5 years.

The tree at Crocklands that has been reported needs to be dealt with before the pavement is repaired.

The road by the bridleway had been repaired and repainted but they missed repainting the slow sign on the road. Photo of location to be sent to the Clerk to be reported to ECC Highways. **Action:** Resident and Clerk.

The SID had been moved to Crocklands Corner and 5 mins after it was installed it caught someone driving at 49mph.

126/25 To receive reports from outside bodies, training courses, Village Representatives. None

127/25 Future agenda items. Budget, Precept, items on the agenda.

There being no further items to discuss the meeting closed at 9.00pm

Next Parish Council Meeting Wednesday 21st January 2026. 7.15pm Village Hall.

Signed.....

Chairman – Greenstead Green and Halstead Rural Parish Council.

Date.....

Amanda Degnan

Amanda Degnan – Clerk to the Parish Council, C/O Greenstead Green Post Office, Greenstead Green Farm, Greenstead Green, CO9 1QY. 07782209224 . parishclerk@greensteadgreenpc.org.uk. WWW. greensteadgreenpc.org.uk
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