



ALDHAM PARISH COUNCIL

Parish Clerk: Kevin B. Money 7 Roach Vale Ardleigh Essex CO4 3YN

07810781509 - clerk@aldhamparishcouncil.gov.uk - www.aldhamparishcouncil.gov.uk

Dear Councillor

Your attendance is required at the forthcoming meeting of Aldham Parish Council to be held at the village hall on **TUESDAY 6th. MAY 2025 at 7.30pm** in the Village Hall for the purpose of transacting the business ONLY shown on the agenda

KBMoney - Kevin B. Money CiLCA - Clerk/RFO – 30th. April 2025

ANNUAL MEETING AGENDA

073/2025 Welcome by the Chair

074/2025 Apologies for Absence

075/2025 Election of Chair for the 2025/2026 year

The Chairman to sign the Declaration of Acceptance of Office form

076/2025 Election of Vice-Chair for the 2025/2026 year

The Vice-Chairman to sign the Declaration of Acceptance of Office form

077/2025 Election of Appointments and sub-committee

Sub Committees as at 2024-2025:

Planning Sub Committee: Adam Scott/Roger Walker/Mike Lambert/T. Gearey

Playing Field Sub Committee: Jean Jennings

Village Hall Representative: Brenda Brown

Gallows Green Representative: Andrew D'Angibau

Infrastructure (A120/Pylons) Representative: Adam Scott

Grapevine Representative: Tony Gearey

Personnel Sub Committee: Mike Lambert/Brenda Brown/Adam Scott

078/2025 To re-adopt all Council policies and consider the need for any further policies to be included/reviewed

Documents can be found at

<https://www.aldhamparishcouncil.gov.uk/governance-documents>

079/2025 Declaration of Members interests

To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda

080/2025 To approve the minutes of the last meetings held on Tuesday 1st. April 2025

081/2025 Public Open Forum (Maximum 15 minutes)

082/2025 Visitors Report (CCC Dennis Willetts / CCC Sara Naylor / ECC Lewis Barber)

083/2025 Speed Indicator Device – update from Clerk

1) Councillors to discuss what happens to the old SID once Wormingford and Fordham get their own SID. Should APC buy the device from the 2 other Councils?

084/2025 National Grid– update from Cllr A. Scott

085/2025 Gallows Green Grant Application – update from Cllr M. Lambert

086/2025 Planning – including any Current Planning Applications requiring a response

a) **To consider response to Consultation on Proposed Housing Development on Land North of Halstead Road**

250655 - Rose Cottage Halstead Road Aldham Colchester CO6 3PP

Proposed side and rear extension with entrance porch. Resubmission of 230662.

Documents can be found at

<https://d0cs.colchester.gov.uk/Publisher/mvc/listDocuments?identifier=DC&ref=250655>

087/2025 Planning Decisions affecting Aldham
250272 - Church House Farm Rectory Road Aldham CO6 3RT
Replacement Windows and Doors to Dwelling. **Refuse**

088/2025 Highways & Traffic Working Group
• Update on LHP submission form

089/2025 2024/2025 Annual Return

- 1) To Receive the Internal Auditors report for 2024/2025
- 2) To Receive and, if agreed, sign the Certificate of Exemption for 2024/2025
- 3) To Receive and, if agreed, sign Section 1 - Annual Governance Statement of AGAR 2024/2025
- 4) To Receive and, if agreed, sign Section 2 - Accounting Statement of AGAR 2024/2025

090/2025 Finance

- a) To receive the Bank reconciliations as at 30th. April 2025
- b) To receive the comparison of Actual to Budgeted for 2025/26
- c) To approve the payment of Accounts for May 2025 and to agree a transfer of funds to meet the Parish Council financial requirements

091/2025 To consider training opportunities available from EALC

092/2025 Information Exchange

093/2025 Items for next agenda

094/2025 To confirm date and time of next meeting. Tuesday 3rd. June 2025 at 7.30pm

095/2025 Closure of the Meeting - To close the meeting having considered and determined all items of business



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Minutes of Aldham Parish Council meeting held on Tuesday 1 st . April 2025 at 7.30pm in the Village Hall at Aldham	Action
<p>Present: Cllrs Mike Lambert (Chair), Brenda Brown, Andrew D'Angibau, Tony Gearey, Jean Jennings, Roger Walker, CCC Cllr Sara Naylor and Kevin B. Money (Parish Clerk). There were also present 4 members of the public.</p> <p>056/2025 Apologies for absence were received from Cllr A. Scott</p> <p>057/2025 Declaration of Members interests To declare any Disclosable Pecuniary, Pecuniary or Non-Pecuniary interest relating to items on the agenda None Declared</p> <p>058/2025 To approve the minutes of the last meetings held on Tuesday 4th. March 2025 All Agreed</p> <p>059/2025 Public Open Forum (Maximum 15 minutes) No questions from the public</p> <p>060/2025 Visitors Report (CCC Dennis Willetts / CCC Sara Naylor / ECC Lewis Barber) CCC Cllr Sara Naylor informed the meeting that the Local Plan is giving most concern. CCC Councillors asking for an infrastructure audit. The local plan is not just the physical location of development in the area it is more that new residents are coming to the area under false expectations about availability of doctors, schools, sewage system, hospital beds etc. Another 140 beds will be needed by year 10 of the new plan at Colchester hospital, which means a new block of 3 wards to be built. This build will take about 8 years to complete from start to finish costing £120m. This investment is needed from Government now. This may make the local plan unsustainable. West Bergholt is at capacity for sewage in the village. Colchester is a new City but still has the infrastructure of la market town. Speculative planning applications are being submitted to CCC if CCC does not have a 5-year housing supply. More infrastructure is needed to meet the Government planning plans. With the devolution there is a lot of uncertainties at CCC level.</p> <p>061/2025 Update on SID purchase – Clerk The order for the new SID has been placed and paid for. We are just waiting for delivery</p> <p>062/2025 National Grid– update from Cllr A. Scott As discussed at the Annual Parish meeting earlier</p> <p>063/2025 Gallows Green Grant Application – update from Cllr M. Lambert As discussed at the Annual Parish meeting earlier. A more detailed response from Essex Wildlife is required. Quotations required to remove the silt from pond</p> <p>064/2025 Planning – including any Current Planning Applications requiring a response No planning applications have been received</p> <p>065/2025 Planning Decisions affecting Aldham 250031 - Old Rectory Rectory Road Aldham Colchester CO6 3RR Single storey side extension to create a garden room. New entrance porch. Approve Conditional 250032 - Old Rectory Rectory Road Aldham Colchester CO6 3RR Listed building application for single storey side extension to create a garden room. New entrance porch Approve Conditional</p> <p>066/2025 Highways & Traffic Working Group • Update on LHP submission form As discussed at the Annual Parish meeting earlier</p>	<p>M. Lambert / B. Brown</p>

May 2025

Review of Policies and Procedures

Last year great progress was made reviewing our policies and then updating the website so it was clear to both councillors and residents how we are operating.

This is so much better than it was previously so thanks to all involved. See how accessible it now is here!

[Policy and procedures | Aldham Parish Council](#)

There are a few policies that did not get reviewed and one or two that we do not have. So for 2025 I suggest we do as we did last year and agree what needs to be worked on by a small group and then bring them back to the September meeting for full Council agreement.

The Policies fully reviewed last year may need a glancing /lite touch review before they are “rubber stamped” in September too

There are one or two minor changes to where documents currently sit on the Website that i would be happy to talk through with Tony when the webpage needs additions in September

Policies to review in Summer 2025 – using current website groupings actions for 2025 as follows: (**orange** to be reviewed **Red** new policies)

#	Title	Comments	✓
1	Statutory and Standard	Standing Orders, Code of Conduct fully reviewed last year <ul style="list-style-type: none">• To be reviewed Complaints• To be reviewed Infectious diseases	
2	Financial	<ul style="list-style-type: none">• To be reviewed Financial Risk Assessment• To be reviewed Public land buildings & assets	
3	Communications and data	All fully reviewed last year	
4	People and Employment	To be reviewed Equality Diversity & Inclusion New Policy needed on <ul style="list-style-type: none">• Anti Bullying and Harassment/ dignity at work• Discipline and Grievance• Performance Management	
5	ToR and Misc	<ul style="list-style-type: none">• To be reviewed Hedge trimming and tree works New policy needed on <ul style="list-style-type: none">• Biodiversity	

Other points

1. We have talked of a Risk Assessment for Gallows Green – should this be included under ToR and Miscellaneous
2. Should the Rolling list of Projects be included under ToR and Miscellaneous?
3. Should the annual budget be included under the Financial documents (or just in the Finances tab instead?)
4. Any thing any one else is aware of that has been missed?
5. Finally do all Aldham Councillors have access to the Essex Association of Local Councils EALC website and also the National Association NALC site. They need passwords for full access to both sites and i'm not sure we all have the current ones.

Cllr Adam Scott

Vice Chair

Item 86/2025(a) To consider response to Consultation on Proposed Housing Development on Land North of Halstead Road

It was reported at the last meeting that the Parish Council had been notified that the promoters of land opposite Bullbanks Farm on Halstead Road, adjoining the current Bellway site, were about to carry out a consultation exercise on proposals to submit a planning application for up to 250 new homes. The consultation is being carried out by Pinnacle Planning on behalf of Richborough, who are land promoters rather than developers, acting on behalf of the land owner. <https://www.richborough.co.uk/>

The site has been identified as a potential site for housing in the City Council's Local Plan Review and was due to be included in the Council's Consultation on its Preferred Options this month. However, the decision to go ahead with the consultation was deferred for up to 9 months because of the lack of certainty about what infrastructure would be required to support the level of housing being proposed across the City and rural areas. Although we have been advised this decision may be reconsidered on 7th May.

Given the uncertainty surrounding the Local Plan Review, an early planning application on the site could be regarded as premature, as under the current Adopted Local Plan the site lies outside any area designated for new development.

Although shown by the Council as part of Eight Ash Green the site is wholly within Aldham Parish.

The Consultation leaflet is attached and was sent to 900 properties but only about 10 days was allowed for comment and the website sought to restrict responses to a limited range of detailed on-site issues rather than the principle. We have asked which properties in Aldham Parish were consulted and also enquired as to what, if any, response has been made by Eight Ash Green PC. It is understood that to date there have been 29 responses to the consultation.

It is also understood that a Scoping Request has been submitted to the City Council seeking clarification on what information would need to be submitted with any formal planning application. This suggests an early application that would pre-empt progress with the Local Plan on the grounds that the City Council cannot meet the requirement for a 5 year housing land supply.

It is suggested the Parish Council makes the following response to the current consultation:

'The site lies wholly within Aldham Parish and if developed would represent a doubling in the population of the village. The linear extension of Eight Ash Green would create an unbalanced form of development and result in the virtual merging of the two villages. If there is to be further development in Eight Ash Green then other sites closer to the centre of the village should be considered first. Furthermore, this site forms one of a number of potential housing sites proposed in the emerging Local Plan Review in the villages west of Colchester, which cumulatively would more than double the existing population over 15 years. A piecemeal approach to these sites will prevent proper assessment of what social and physical infrastructure is required to cope with the impact of development on this scale. For these reasons the consultation, and any application on this site prior to progress with the Local Plan Review, must be premature, and these considerations should outweigh any alleged shortfall in housing land supply.'

Mike Lambert
Chair

We Would Like Your Comments

Richborough are keen to hear your views on the emerging development proposals before they submit the Outline Planning Application. We welcome any comments that you may have, including what you might want to see on the Site.

This is not the last time you will be able to make comments on these proposals. Once the planning application is submitted to Colchester City Council you will also be able to submit formal comments to the Council directly. These comments will be considered by the Council when they determine the planning application.

Please Send Us Your Views

We are particularly interested in your answers to the following questions:

1. What types of housing do you think would be most suitable for the Site?
2. Do you support the provision of open space as part of the development, and do you have any suggestions for how this area could be laid out; for example natural play equipment and an orchard?
3. Do you have any comments on the Development Framework Plan and are there any other facilities you would like to see included?
4. Please provide any other comments you have on the proposed development.

To find out more about the proposals and make your views known please visit the consultation website at:

www.landnorth-halsteadroad.co.uk

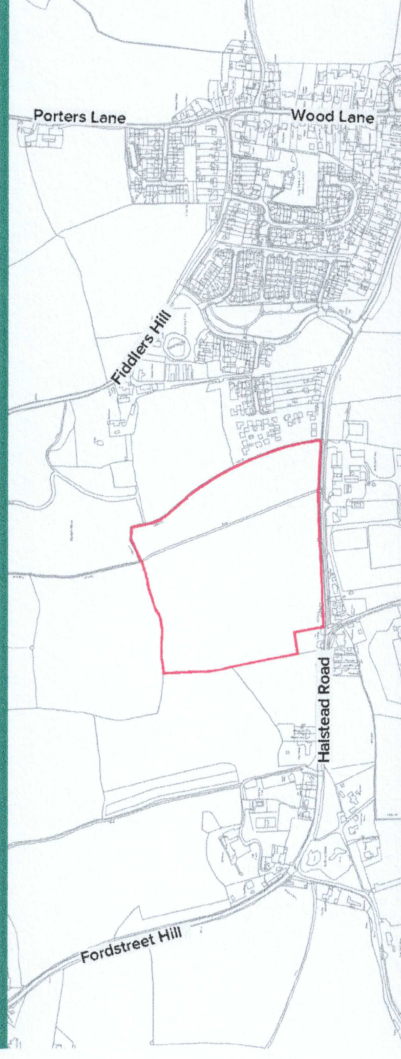
OR SCAN ME



Please submit your comments by 09th April 2025

Land North of Halstead Road, Eight Ash Green

Richborough is preparing an Outline Planning Application for a new residential development on land off Halstead Road, Eight Ash Green



A recent draft of the emerging Preferred Options Local Plan identifies the Site as a draft residential allocation, with an estimated capacity of 250 dwellings (Site Reference: PP32).

We Would Like Your Views

This leaflet has been prepared so we can share the emerging residential proposals for the site and so we can provide details of the public consultation website.

We are seeking feedback regarding our development proposals and your comments will help shape the finalised planning application before submission to Colchester City Council.

About Us

This Site is being promoted by Richborough, a land promotion business who work in partnership with landowners, Councils, local stakeholders and the community to bring forward development schemes that deliver new homes and facilities that meet the needs of the local area.

Richborough's guiding ethos is to create sustainable developments that are of a high quality and integrate sympathetically with their surroundings.

Land North of Halstead Road, Eight Ash Green

The Site is located immediately north of Halstead Road and adjoins the western side of Eight Ash Green. It is sustainably located within walking distance of a range of existing services and facilities.

Our emerging proposals comprise the development of around 250 dwellings, including affordable homes, additional landscaping, retention of existing green infrastructure, new areas of public open space and improvements to an existing Public Right of Way.

In advance of the submission of an Outline Planning Application, we are now consulting the local community on our emerging proposals, which have been informed by various site assessments, including a series of technical and environmental studies.

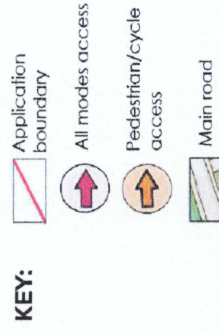
We would like to hear your views so we can review feedback before finalising and submitting our proposals and designs.

Our Proposals

Our proposals will deliver a range of benefits as follows:

- The delivery of around 250 dwellings with a mix of market and affordable homes (meeting the policy requirement of 30%) contributing to local housing need;
- A variety of new homes, ranging from starter homes to family homes of varying tenure creating and adding to a diverse and balanced community;
- Retention of existing trees and hedgerows around the edge and across the Site, where possible;
- New proposed access via Halstead Road;
- High-quality landscaping scheme sensitive to the existing landscape character including woodland buffer;
- The delivery of areas of public open space including children's equipped play and a community orchard;
- Sustainable drainage solution with features to support and enhance the wildlife; and
- Retention and enhancement of the existing Public Right of Way.

Preliminary Development Framework Plan



	BANK RECONCILIATION				
Financial year ending 31.03.26					
Bank Balance as at		30.04.25	31.05.25	30.06.25	31.07.25
Unity Trust Bank Current a/c	£	10,277.00			
Unity Trust Bank Savings a/c	£	8,000.00			
Total:	£	18,277.00			
Less Unpresented cheques					
Total of unpresented cheques	£	-			
Net Bank Balances as at	£	18,277.00			
CASH BOOK					
Balance as at 01.04.25	£	10,883.60			
Plus Receipts	£	8,829.00			
Total	£	19,712.60			
Less Payments	£	1,435.60			
Grand Total	£	18,277.00			
Difference	£	-			
Bank Balance as at		31.08.25	30.09.25	30.10.25	30.11.25
Unity Trust Bank Current a/c					
Unity Trust Bank Savings a/c					
Total:					
Less Unpresented cheques					
Total of unpresented cheques					
Net Bank Balances as at					
CASH BOOK					
Balance as at 01.04.25					
Plus Receipts					
Total					
Less Payments					
Grand Total					
Difference					
Bank Balance as at		31.12.25	31.01.26	28.02.26	31.03.26
Unity Trust Bank Current a/c					
Unity Trust Bank Savings a/c					
Total:					
Less Unpresented cheques					
Total of unpresented cheques					
Net Bank Balances as at					
CASH BOOK					
Balance as at 01.04.25					
Plus Receipts					
Total					
Less Payments					
Grand Total					
Difference					

APC ACTUAL AGAINST BUDGET REPORT 2025/2026				
		Agreed 2025/26	Total Income / spend to May '25	Left in Budget as at May '25
Income	Precept	16742	£ 8,371.00	
	Other Income / Grant	916	£ 458.00	
	Wayleave	0	£ -	
	Bank Interest	0	£ -	
	VAT Refund	0	£ -	
	TOTAL	17658	£ 8,829.00	
Exp.				
	Salary	5609	£ 934.80	£ 4,674.20
	Home / Office allowance	300	£ 50.00	£ 250.00
	Grounds maintenance	4000	£ 1,012.00	£ 2,988.00
	Playing Field Inspection	100	£ -	£ 100.00
	Street Lighting	120	£ 14.57	£ 105.43
	Fees & Subscription	275	£ 172.25	£ 102.75
	Stationery	80	£ 50.52	£ 29.48
	Insurance	330	£ -	£ 330.00
	Village Hall Hire	250	£ 16.00	£ 234.00
	Audit Fees	127	£ 110.00	£ 17.00
	Courses, Books & Travelling	400	£ -	£ 400.00
	Poppy Wreath	25	£ -	£ 25.00
	Grapevine Magazine	420	£ -	£ 420.00
	Donations Other	150	£ -	£ 150.00
	Fete or Events	500	£ -	£ 500.00
	Defibrillator	200	£ -	£ 200.00
	Tree Surgery & maintenance	500	£ -	£ 500.00
	Miscellaneous	750	£ 19.99	£ 730.01
	Speed Gun	100	£ -	£ 100.00
	Website	500	£ 233.00	£ 267.00
	Clerk expenses	50	£ -	£ 50.00
	Contingency	1250	£ -	£ 1,250.00
	Playing Field Rent	300	£ 300.00	£ -
	Bank Charges	72	£ 6.00	£ 66.00
	Speed Indicator Device	1250	£ -	£ 1,250.00
	TOTAL	17658	£ 2,919.13	£ 14,738.87
	Outstanding VAT Claim		£ 219.40	
	Total Expenditure		£ 3,138.53	

EARMARKED RESERVE ACCOUNT SUMMARY

General Reserves	£ 6,750.00	
Election Expenses	£ -	
Footpath Maintenance	£ -	
Mower Replacement	£ -	
Notice Board restoration	£ -	
Legal Fees	£ -	
Training	£ -	
Bank Interest	£ -	
SID Device	£ 1,250.00	
Total in EMR account	£ 8,000.00	

APC FINANCE MAY 2025						
Income:						APC Ref. No.
		Expenditure				
Chq No.	Inv. No.	Payee	Cost	VAT	Total	
BACS	May '25	Kevin B. Money - Salary	£ 492.40	£ -	£ 492.40	8
BACS	3021	Landscape Services - Grass cutting	£ 253.00	£ 50.60	£ 303.60	9
BACS	3039	Landscape Services - Grass cutting	£ 253.00	£ 50.60	£ 303.60	10
BACS	3028	Landscape Services - Grass cutting	£ 253.00	£ 50.60	£ 303.60	11
BACS	18499	EALC - 2025/2026 subscription	£ 172.25	£ -	£ 172.25	12
BACS		CCC - Street lighting	£ 14.57	£ 2.91	£ 17.48	13
BACS		M. Lawson - 2024/2025 Internal Audit	£ 110.00	£ -	£ 110.00	14
		TOTAL:	£1,548.22	£154.71	£1,702.93	