

Minutes of Parish Council Meeting on 4th June 2026
Meeting of Elmstead Parish Council
Community Centre, School Road, Elmstead Market, CO7 7ET

Present: Cllrs Adam Gladwin (Chairman), Amanda Brennan, Michael Hare, Maxine Jeggo, and Martine Ward.

Also Present: District Councillors Gary Scott and Ann Wiggins. Mrs Baxter (clerk) and two members of public including Mrs Gargiulo as a non-councillor member of the Planning Committee.

County Councillor Aimee Keteca from 7.30pm.

Absent: Cllrs James Chable, Liz Richfield and Tony Sanders.

26/126 Chairman's welcome and notifications.

Cllr Gladwin welcomed everyone and welcomed a new member of public to the meeting.

26/127 Apologies for Absence.

Apologies were received from Cllrs Richfield and Sanders.

26/128 Declaration of Pecuniary Interests and Personal Interests.

None.

26/129 Approval and signing of the minutes from 25th April 2026.

It was resolved to accept the minutes from 25th April 2026 as true and accurate.

Proposed: Cllr Brennan, Seconded: Cllr Hare, all in favour.

26/130 Approval and signing of the minutes from 14th May 2026.

It was resolved to accept the minutes from 14th May 2026 as true and accurate.

Proposed: Cllr Hare, Seconded: Cllr Ward, all in favour.

26/131 To receive an update about the progress of resolutions from the meetings above not covered in this agenda.

The clerk updated that she still needs to contact the North Green landowner about the tree and the bollard and arrange the removal of the dead oak tree on Charity Field.

26/132 Public Speaking

None.

26/133 County Councillor report.

Cllr Gladwin welcomed Cllr Aimee Keteca, our new County Councillor.

Cllr Keteca introduced herself and gave some background. She hopes that we can work together to do the best for our community. She's been busy meeting Parish and Town Councils and will meet with us soon.

Since the election councillors have been sworn in and have undertaken training and getting down to work. A pothole emergency has been declared. Another key priority is increasing foster carers across Essex. They've removed the £1.50 library reservation fee. They are reviewing policies and existing spending commitments to ensure they deliver value for money. It is too early to say if the Local Highways Panel will be reintroduced.

26/134 District Councillor report.

Cllr Scott apologised for missing the May meeting, it was a busy time with the election. Cllr Wiggins was away.

Cllr Wiggins read through the report. This can be viewed at

<https://www.elmsteadparishcouncil.org.uk/meeting-reports>.

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Cllr Wiggins added that there are some missing trees on Vaughan Drive that are still within the window for Go Homes to be responsible for replacing them.

Cllr Scott reported on Local Government Reorganisation. The Structural Change Order has moved from July to September/October. It could be very close to the Unitary elections. LGR could be delayed. The Ward boundaries will be the same as the current District boundaries. There are 6 wards that are so small that they will merge. There will be a reduction of councillors from 48 to 32. Alresford and Elmstead Ward will retain 2 councillors.

The Structural Change Order prepares the mechanisms for the mergers.

It is likely that the Town Halls will remain, but they will be too small for all Unitary councillors.

They are looking for a new location for full meetings.

There is a legal challenge from Essex County Council to government to stop LGR. Suffolk and Norfolk are doing the same.

Town and Parish Council elections will align with the Unitary Council, so the next term will be 5 years, and then terms will be back to 4 years.

There's a lot of changes at ECC with the new administration.

There have been questions about why the B1027 layout has changed, and the 2 laybys have gone, which removes the fly tipping problem. There is now no drop kerb for a farmer to access his fields.

Residents are complaining about people parking in Church Road. Cllr Scott saw a Silverton lorry and Veolia lorry which couldn't pass each other. Market Field School staff are parking there.

The parking problems in Bromley Road were raised and Cllrs Scott and Wiggins are trying to sort it out.

26/135 Planning

26/00701/FUL. Blue Barn Agricultural Barn, Clacton Road, Elmstead Market, Essex.

Demolition of Existing Barn and Erection of Five Dwellings with associated infrastructure.

Deadline for comments: 2nd June 2026. Additional time has been requested.

Cllr Scott met with Linum Road residents who are adjacent to the site. They are deeply concerned regarding the removal of the barn, particularly the asbestos and how the barn will be dismantled safely.

The new houses will tap into the pumping station, and they want to know what the arrangement will be, as they have to make a contribution themselves to it. They would prefer 3 instead of 5 houses. There is a row of conifers which will be removed.

There is a fenceline owned by Lanswood who were not aware of the application. They have now been informed.

They are concerned that there is a lot of wildlife in that corner. They say that 2 bat boxes have been removed. They are concerned that there is only 1 visitor parking space for 5 houses. Also how the construction traffic will access the site.

Cllr Gladwin viewed the barn, which is not in a good condition, something needs to happen so that it doesn't deteriorate and cause environmental problems.

The council previously objected to planning on this site, the rural aspect being one of the reasons. Mrs Gargiulo spoke about the large number of new houses that have been built in Elmstead in the past 4-5 years. Cllr Scott said that the yearly target for new houses has increased from 550 to 770 under the previous government to 1,063 under the new government. The new Local Plan has to be approved by spring of 2027.

Mrs Gargiulo asked if Elmstead is getting an unfair number compared to the rest of Tendring. Cllr Scott responded that the emerging Local Plan recognises this and doesn't allocate any housing to Elmstead. Currently TDC has to treat every application on its own merits.

Cllr Brennan asked how TDC can let its Local Plan expire, it is leaving us exposed to speculative planning?

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The new Garden Community is 7,750 houses and 2,000 units of student housing. We don't know yet how many of those will be in Elmstead. Given that the majority is in Elmstead it should meet our contribution to the government's targets.

It was resolved to object to the planning application. Proposed: Cllr Brennan, Seconded: Cllr Ward, all in favour.

Cllr Gladwin will draft and circulate the response.

26/136 Tendring Colchester Borders Garden Community

i) An update from the Planning Committee meeting held 20th May 2026.

The response to the application has been sent to the Planning Committee and Garden Community Working Party. There are a lot of broken promises and it was very disappointing. We were guaranteed there would be a phasing plan committed to infrastructure and it's not in there. Things we have fought for have disappeared. It doesn't meet the DPD policies.

There won't be a school for the first 885 houses. They will build the first primary school in the second part of phase 1.

Cllr Scott added that there is a trigger point of 400 houses for a pre-school.

There will be even more traffic with children being driven to other schools.

Cllr Gladwin has put together a statement summarising our position. Cllr Gladwin will circulate for suggested edits. It was resolved that once finalised the statement can be made public. Proposed: Cllr Gladwin, Seconded: Cllr Brennan, all in favour.

ii) General update.

Nothing additional.

iii) Financial concerns.

In 2019 it was required that there be a 15% return on investment (ROI) for the developer, for financial viability. In 2021 this went down to 10%. In 2022 Latimer said they could only do 9.6%. It was 7.5% in November last year. At this rate it will become not financially viable in about 2030.

What happens when they have built homes but then run out of money for the infrastructure?

Cllr Scott will speak to Cllr Baker and Ian Davidson about it. Cllr Gladwin asked how it can be allowed when it's against the DPD, which states 10%.

26/137 Estates/Highways

i) Allotments. Any updates?

There were no updates available. Cllrs Sanders and Richfield are putting a report together.

ii) North Green bollard.

The clerk is to contact the landowner. Now that it's dried out a bit it seems a bit better.

iii) Parking at the southern end of Church Road, near the junction.

Cllrs Scott and Wiggins will arrange a meeting with the head of Market Field School to discuss staff parking here. Cllr Scott added that it needs double red lines from the entrance for about 10m. The roofing works at the school have completed now. Cllr Brennan stressed that staff should be parking in the school's car park.

iv) Parking outside Budgens.

The double red lines aren't working. People are still parking there. Cllr Scott has asked the North Essex Parking Partnership to regularly visit. CCTV was suggested. Cllr Scott will speak to Cllr Barry, whose remit includes NEPP, to see if they can do a public campaign.

v) White lines at Budgens junction.

They have been reported multiple times. Cllr Keteca asked Cllr Scott to send her an e-mail. We'll speak to Cllr Keteca more about the Highways issues when we meet.

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26/138 New Community Centre and Open Space land.

i) An update from a pre-start meeting with Lexden Contracts.

Cllr Gladwin and Sanders met with Lexden last week. It went well. The entire design team was there, they did a health and safety handover, they are working a little ahead of time, they are going to block off the work site and put the fencing around next week.

ii) New electricity and water supply connections are required, to consider approval of costs.

Go Homes put the spurs in but didn't finish them. The quotes we were previously provided with are out of date now. There is a £78 cost for Affinity to requote.

It was resolved to pay £78 for the Affinity quote. Proposed: Cllr Gladwin, Seconded: Cllr Brennan, all in favour.

It was asked if Go Homes still exists. Cllrs Scott was asked if he could find out.

Cllr Scott requested an e-mail from the clerk to explain the issues we are having. TDC will have all the technical drawings.

We were previously told that Go Homes were going to put in the utility connections, but it doesn't seem to have happened.

iii) S106 funding updates.

There is ongoing communication with TDC to get the transfer of funds to the council.

iv) Biodiversity net gain planning condition.

The planning condition documents were submitted last week. Cllr Gladwin asked if our District and County Councillors could help with the condition being processed quickly. Cllr Keteca asked for the details.

v) Additional funding updates.

Cllrs Gladwin and Sanders to follow up on 2 potential grant funding options.

vi) Public communication.

Lexden will be doing a leaflet drop to residences around the field. Lexden will also put a noticeboard up on site, to keep residents updated.

vii) Any other updates.

We've bought some wireless CCTV cameras so that we can keep an eye on the site entrance. Lexden will have their own CCTV on the site. We have also purchased a folding bollard. Some fencing will be removed to allow pedestrian access to the field whilst the building is ongoing, and the bollard will be installed to prevent vehicular access. Mr Dingwall and Cllr Gladwin will install it.

26/139 Charity Field

To discuss earthwork options.

Cllr Gladwin went through PowerPoint slides to view the site and view a proposal for where the displaced earth from the build can go. There will be around 1,800m² of soil which would cost £50k - £60 to remove. The water on the field is meant to drain south, but there is a low patch in the middle where water collects. We need to keep in mind how the water drains from the field. Different options for bunds were presented, with less bunds meaning they would be too large. We will probably need planning permission eventually.

A 1m high/2m wide bund would need a longer length. We could plant hedges along them where privacy and protection would be desirable. It was explained that the best soil removed would be kept to fill in the dips in the field as topsoil. Banks near the visitor car parking spaces on Vaughan Drive are included in the proposal to give protection to cars parked there. It will be 2 m from the

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outside boundary to allow the handyman to get round the back to cut the grass. It gives a path around to keep an eye on garden waste being dumped. Some of the bund may be temporary whilst the building is going on.

It was asked if the field will be out of use, if not will it be safe whilst the earthworks are ongoing? It will be out of use for about a week. There will be banksmen. Cllr Gladwin will be there at the start to see what's happening.

Mrs Gargiulo mentioned that Beth Chatto will be looking for soil, we can look at this in the longer term. Phase 1 should be finished by the end of the year.

Cllr Scott warned that planning applications may take a while with the volume that TDC are receiving.

Lexden will communicate with the adjacent residents.

The maintenance of the grass/hedges on the bunds was raised.

It was resolved to approve the bund suggestions. Proposed: Cllr Brennan, Seconded: Cllr Gladwin, all in favour.

26/140 Events

- i) *Wednesday hub. Our insurance requires that all volunteers engaged in a regular activity that brings them into contact with children or vulnerable adults receive safeguarding awareness training.*

The clerk will look for training and find out if the Church needs it too.

- ii) *Opening of crossing.*

We are waiting to hear back from Essex Highways. The working party is prepared and is just waiting for the date.

- iii) *Any other event updates?*

We have the Christmas event to plan. It will be different.

Facebook communications went well last month, we got responses.

26/141 Finance.

- i) *To look through the finance report and approve payments. See appendix 2.*

The finance report was approved. Proposed: Cllr Brennan, Seconded: Cllr Hare, all in favour.

- ii) *An update on banking (accounts and deposits).*

Council viewed the summary.

26/142 Annual Internal Audit

Mrs J Stobart has completed the internal audit for 2025/26 and this has been circulated. To review recommendations. Any questions?

The clerk went through the recommendations and reminders. Updates to policies will come to council at some point. We need to build up our general reserve, it's well below guidelines. There were no questions.

The recommendation for a license to occupy for the current community centre will be added to a future agenda.

26/143 Annual Governance and Accountability Return

- i) *To review for approval the Annual Governance Statement (Annual Return Section 1 – Annual Governance Statement 2025/26).*

The statement and accompanying guidance have been circulated. The guidance states what answering "yes" to each assertion means. All relevant assertions have been answered with a

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“yes”. There were no questions, It was resolved to approve Section 1. Cllr Gladwin, Seconded: Cllr Brennan, all in favour.

ii) *To consider for approval Section 2 – Accounting Statements 2025/26.*

It was resolved to approve Section 2. Proposed: Cllr Gladwin, Seconded: Cllr Brennan, all in favour.

iii) *Signing of the Governance and Accounting Statements by the Chairman.*

Cllr Gladwin signed the statements.

26/144 Items for the next agenda or for information only.

Cllr Ward reported from the TDALC meeting that training for new councillors can now be done at St Osyth.

26/145 Date of next meeting

2nd July 2026.

The meeting closed at 8.55pm.

There being no further business councillors were thanked for their attendance.

Minutes written by Mrs. A Baxter.