



# LITTLE DUNMOW PARISH COUNCIL

Minutes of a meeting of Little Dunmow Parish Council held on  
Monday 14 April 2025 at 7.30pm at the Community Meeting Room,  
Brook Street, Little Dunmow.

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*Present:* Cllrs: French, Pratt, Richardson & Westbrook.  
*In the Chair:* Cllr French.  
*Clerk:* Angela Balcombe.  
*Also Present:* District Cllr Criscione

## 25/45. APOLOGIES FOR ABSENCE.

Apologies were received from Cllrs Clark, Corr and Thomas.

## 25/46. MINUTES OF THE LAST MEETING.

The minutes of 10 March 2025 were approved as a correct record of events.

**Proposed: Cllr Westbrook. Seconded: Cllr French. All agreed.**

## 25/47. PROGRESS CHECK.

A brief update on matters arising from the last meeting.

- Arriva 133 Bus Route - report of the meeting held on 11 March 2025 (notes have been circulated). The Clerk to ask Cllr Foley for an update.
- Baynard Avenue path on hold as there are plans to make it a permanent path.
- The broken piece of play equipment has been mended.

## 25/48. DECLARATION OF INTERESTS.

To receive any Disclosable Pecuniary Interests, Other Pecuniary Interests, or Non-Pecuniary Interests relating to items on the agenda.

Cllr Richardson declared a pecuniary interest in item 25/51 Planning Application No: UTT/25/0732/FUL as he is the applicant.

## 25/49. PUBLIC FORUM.

There were no members of the public present.

## 25/50. REPORTS.

**County Council** - apologies were received from Cllr Foley.

**District Council** - Cllr Criscione gave an update on the Local Plan, the examination in public is due early June. With regard to removing some statutory consultees from the planning system, Cllr Criscione has authored a motion to allow them to continue to be represented. Local Government Reform; Uttlesford is likely to be merged with Epping and Harlow as a Unitary. When asked about what is happening with the back area of the travellers site, Cllr Criscione said it is likely to remain dormant for approx. twenty years.

## 25/51. PLANNING.

**Application No: UTT/25/0715/DOC.** Application to discharge condition 23 (Decommissioning Plan) attached to UTT/23/2136/FUL.

**Location:** Land west of A120 Chelmsford Road, Little Dunmow CM6 1LL. Noted.

**Application No: UTT/25/0741/DOC.** Application to discharge conditions 20 (lighting design scheme) and 33 (post-excavation) attached to UTT/21/3596/OP  
**Location:** Moors Field, Station Road, Little Dunmow. Noted.

**Application No: UTT/24/2585/DOC.** Application to discharge condition 7 (Construction traffic management plan) attached to UTT/23/2136/FUL.  
**Location:** Land west of A120 Chelmsford Road, Little Dunmow. Noted.

**Application No: UTT/24/2641/DOC.** Application to discharge condition 19 (CEMP) attached to UTT/23/2136/FUL.  
**Location:** Land west of A120 Chelmsford Road, Little Dunmow. Noted.

**Application No: UTT/25/0732/FUL.** Proposed erection of four-bedroom dwelling with associated operational development.  
**Location:** The Old School House, The Street, Little Dunmow CM6 3HT.  
There were no objections however the following comments to be submitted: to ensure it is done sympathetically with a planting screen as you enter the village and it must fit in with the design codes and policies contained within the emerging Little Dunmow Neighbourhood Plan.

**Application No: UTT/25/0314/OP.** Outline application, with all matters reserved except for access, for erection of up to 2 dwellings with formation of a new access off Brookend Road.  
**Location:** Throws Cottage Throws Corner Brookend Road Little Dunmow. Noted.

**Application No: UTT/25/0454/LB & UTT/25/0470/HHF.** Retention of replacement boiler flue.  
**Location:** The Ivy House, Brook Street, Little Dunmow CM6 3HU.  
**Unconditional approval.**

## **25/52. FINANCE.**

101206 £561.81 A Balcombe (Salary/PAYE/Expenses/TBS Hygiene)  
(New cheque book starting at 200231)  
200231 £43.20 James Todd & Co Ltd (Payroll)  
200232 £156.63 EALC (Annual Subscription)  
200233 £105.00 RCCE (Joint Annual Subscription)  
200234 £18.48 V Westbrook (Online Playgrounds Equipment Repair)  
D/D £6.45 Castle Water (Meeting Room - February)  
D/D £7.14 Castle Water (Meeting Room - March)  
D/D £75.62 npower Business Solutions (Streetlighting)  
D/D £45.84 A & J Lighting Solutions (Maintenance)

## **25/53. ACCOUNTS YEAR ENDING 2024/25.**

As the gross income/expenditure for 2024/25 is above £25,000, the Council must complete the Annual Governance and Accountability Return 2024/25 Form 3 which must be externally audited.

**The accounts for the year-ending 31 March 2025 were approved.**  
**Proposed: Cllr Westbrook. Seconded: Cllr French. All agreed.**

The Chairman and Responsible Financial Officer signed:

- (i) Annual Governance Statement.
- (ii) Accounting Statements.

**25/54. FUNDRAISING EVENT.**

There was some discussion around holding a fundraising event in July/September at the Recreation Ground, such as a car boot sale. There were no objections as long as someone else organises it and it doesn't churn up the recreation ground. It was explained that a community fund raising event for the new community building was needed to show funders that they are actively trying to raise funds.

**25/55. CORRESPONDENCE TO NOTE.**

**RCCE** - Village of the Year & Rural Community Awards - deadline for entry Monday 2 June 2025. To be considered next year.

**25/56. INFORMATION EXCHANGE / NEXT AGENDA ITEMS ONLY.**

- Community Building - to discuss the approach to developers (Baynard Avenue) around funding for the building.

**25/57. MEETING DATES 2025.**

12 May (Annual Assembly 7pm & Annual Council Meeting at 7.30pm), 9 June, 14 July, 8 September, 13 October, 10 November (Budget Meeting), 8 December.

*The meeting closed at 20:30pm.*

**SIGNED (CHAIRMAN):**

**DATE:**