



LITTLE DUNMOW PARISH COUNCIL

Minutes of a Meeting of Little Dunmow Parish Council held on
Monday 8 September 2025 at 7.30pm at the Community Meeting Room,
Brook Street, Little Dunmow.

Present: Cllrs: Clark, French & Westbrook.
In the Chair: Cllr French.
Clerk: Angela Balcombe.
Also Present: There was no-one else present.

25/00. APOLOGIES FOR ABSENCE.

Apologies were received from Cllr Richardson, Cllr Pratt, Cllr Corr and Cllr Thomas.

25/01. MINUTES OF THE LAST MEETING.

The minutes of 14 July 2025 were approved as a correct record of events.

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

25/02. PROGRESS CHECK.

- The Boot Sale is going ahead on the 20th September.
- Neighbourhood Plan - next agenda for an update.

25/03. DECLARATION OF INTERESTS.

To receive any Disclosable Pecuniary Interests, Other Pecuniary Interests, or Non-Pecuniary Interests relating to items on the agenda. No interests were declared.

25/04. PUBLIC FORUM.

There were no members of the public present.

25/05. REPORTS.

County Council – apologies were received from Cllr Foley.

District Council – no report received.

25/06. PLANNING.

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 Fields, Station Road, Little Dunmow. Noted.

Application No: UTT/25/1708/LB. Remove a modern central fireplace in modern extension, chimney breast on first floor and stack to remain. Create utility boot room space to rear of existing garage.

Location: Kingsbarn House, The Street, Little Dunmow CM6 3HS. No objections.

Application No: UTT/25/2377/DFO. Details following outline application UTT/23/2986/OP (approved under appeal ref APP/C1570/W/24/3345615) for the erection of 2 no. agricultural buildings and associated hard standing to provide a grain, fertiliser, machinery store, workshop and office - details of access, appearance, landscaping, layout and scale.

Location: Land south of B1256, Braintree Road, Little Dunmow.

Committee Decision.

Application No: UTT/25/1553/DOC. Application to discharge condition 6 (play area) attached to UTT/23/1848/PINS.

Location: Moors Fields, Station Road, Little Dunmow. **Discharge Conditions in full.**

Application No: UTT/25/1636/HHF. Proposed extensions and alterations.

Location: Creedy, The Street, Little Dunmow CM6 3HT.

Approved with conditions.

25/07. WELCOME SIGNS FOR LITTLE DUNMOW.

To discuss welcome signs and whether quotes should be obtained.

After some discussion it was unanimously agreed not to go ahead with the welcome signs.

25/08. CRICKET CLUB / FOOTBALL CLUB.

Meetings/discussions have been held with both clubs regarding use of the Recreation Ground. Agreement documents to be prepared and residents to be informed as a courtesy. Next agenda for a decision.

25/09. FINANCE.

200257 £150.00 Owls Hall Environmental Ltd (Tank Emptying Meeting Room)

200258 £625.30 A Balcombe (Salary/PAYE/Expenses/TBS Hygiene)

300383 £45.36 James Todd & Co Ltd (Payroll)

D/D £45.84 A & J Lighting Solutions (Maintenance)

300384 £564.51 A Balcombe (Salary/PAYE/Expenses/TBS Hygiene)

300385 £45.36 James Todd & Co Ltd (Payroll)

300386 £45.00 Open Spaces Society (Annual Subscription)

300389 £252.00 PKF Littlejohn LLP (Audit Fee 2024/25)

D/D £45.84 A & J Lighting Solutions (Maintenance)

Notice of conclusion of audit - Annual Governance & Accountability Return for the year ended 31 March 2025. The accounts have been signed off with no matters raised.

25/10. REPORT ON THE MEETING WITH ECC.

A report was given on the meeting held with the Estate Manager ECC. It was suggested that the RCCE be contacted for their advice. A meeting/workshop to be held, date to be advised, before the next Parish Council meeting.

25/11. CORRESPONDENCE TO NOTE.

EALC – AGM 25 September, 6.30 – 9pm online.

25/12. INFORMATION EXCHANGE / NEXT AGENDA ITEMS ONLY.

- Neighbourhood Partnership Group – biodiversity/nature.
- The wildlife strip on the Recreation Ground needs cutting.

25/13. MEETING DATES 2025.

13 October, 10 November (Budget Meeting), 8 December.

The meeting closed at 20:16 pm.

SIGNED (CHAIRMAN):

DATE: