



STONDON MASSEY PARISH COUNCIL

"Westview", Nine Ashes Road, Stondon Massey, CM15 0EL
e mail: clerk@stondonmasseypc.co.uk

Minutes of the Annual Parish Council meeting held at Stondon Massey Village Hall, Tuesday 20th May 2025 which commenced at 7.30pm.

In the Chair: Cllr. Brent Smith

Present: Cllr.Sach, Cllr Mann, Cllr. Loding, Cllr Bonnett, Cllr Russell, Cllr Wagland,

Officers: Heidi Angove, Clerk/RFO

Members of the public:

25/26.001 To elect a Chairman

Cllr. Brent Smith was elected as Chairman proposed Cllr Mann seconded Cllr Loding

25/26.002 To receive the Chairman's declaration of acceptance of office.

The Chairman signed the Declaration of acceptance of office before the Clerk as proper officer.

25/26.003 To elect a Vice Chairman

Cllr. Graham Mann was elected as Vice Chairman Cllr Smith proposed Cllr Loding seconded

25/26.004 To receive the Vice Chairman's declaration of acceptance of office.

The Vice Chairman signed the Declaration of acceptance of office before the Clerk as proper officer.

25/26.005 Apologies for absence

25/26.006 Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None present

25/26.007 To receive members declaration of interest in respect of items on the agenda.

25/26.008 Minutes

Members considered and approved the minutes of the ordinary parish council meeting held on 18th March 2025.

25/26.009 County & Borough Councillors report

Cllr Russell gave an overview of call for sites on the local plan, all sites will need to be further assessed. Call for sites document will be published on Thursday 22nd May 2025. Cllr Russell stated that the Reeves Close disabled spots are incorrectly placed. Cllr Russell had worked with highways and yellow lines and a junction box will be installed by Highways. Cllr Wagland stated that the locality fund was now available. Cllr Wagland stated gave an over view of the issues with bus shelters. The parish council would need to obtain and maintain any bus shelters but would need involvement from Highways. Cllr Wagland asked the Clerk to forward her



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correspondence with Highways regarding the black and white directional signpost. Cllr Gelderbloem spoke about issues with litter picking.

Public Participation

None present

25/26.010 Clerks report

The Clerk had been liaising with Highways and Brentwood Borough Council regarding the signpost. The Clerk had received correspondence from a resident regarding children accessing his garden. The Clerk had circulated the correspondence to the council. The Clerk had contacted the successful tree contractor and contacted all the other contractors to inform them they were not successful. The Clerk stated she had been watering the new Christmas tree but would appreciate some help in hot weather. Precept paid on 1st April £20,045.00. The joint bus application with Kelvedon Hatch for love your bus was unsuccessful, the Kelvedon Hatch clerk is attending the meeting on 4th. The Clerk had a site meeting with the contractor who is working on the field and the pond. The fish cannot be stored due to the hot weather so will be rehomed and new fish introduced. The contractor was taking advice as to which fish to introduce. The contractor was informing the environment agency. The clerk had pointed out the tree stumps and debris that needed removing. The Chairman would do a letter to residents making them aware of the closure of the Reeves Close footpath whilst the works were taking place. The Clerk attended an audit clinic at EALC. The Clerk was arranging a new tariff with British Gas.

25/26.011 Finance

a) Members to approve payments/cheques signed since the March meeting

David Felon	100.00
Heidi Angove	949.43
ESSEX PENSION FUND	294.94
BITS AND BYTES	30.00
ESSEX PENSION FUND	72.00
HMRC	34.04
JAMES TODD & CO	28.80
IDC GREENSCAPES LTD	428.00
BBPCA	14.68
UNITY BANK	6.00
British Gas	63.82
HMRC	96.95
IDC Greenscapes Ltd	499.90
David Felon	100.00
Heidi Angove	940.63
James Todd	28.80
Quest Media	330.00
Unity Bank	6.00
British Gas	66.15



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b) Member to approve payments/cheques on payment list for this meeting.

HMRC	97.15
Essex Pension Fund	249.16
Heidi Angove	940.43
Brentwood Broough council	458.64
David Felon	100.00
IDC Landscapes	499.90
James Todd	30.24
EALC	90.00
Paul Bonnett	17.45

Members approved the accounts/bank reconciliation for May 2024.

25/26.012 Committee structure

Personnel committee - Cllr Smith, Cllr Mann and Cllr Sach

25/26.013 Grass contractor

The Clerk had forwarded three quotations she had received regarding grass cutting. The councillors agreed to stay with current contractor. The Clerk asked Councillors to take photos of the areas they were not happy with and send to Clerk.

25/26.014 Insurance quotations

The Clerk had forwarded insurance quotations. Following discussion, it with agreed to proceed with Clear Insurance.

25/26.016 Playing field and pond work

Contractor conditions for work on the playing field and pond as detailed below

Following a previous visit and alleged bribery allegations if anything similar should happen the contractor may be forced to terminate the works no matter the time within the project and potentially all costs would still be applicable, or the below standing time option used if they did remain on site to complete the works.

That if any Councillor wishes to visit the works make contact with the contractor prior to visiting site or if of a more urgent nature, contact the site Foreman before entering site.

Should anybody enter the working area without permission, allworks will stop for safety reasons, and if the person(s) do not leave the site the contractor will be forced to shut down the site and contact the

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Police for them to be removed. Members to discuss and agree what if any action needs to be taken.
4. Should the above happen, the contractor to charge standing time for the downtime at a rate of £200.00/hr.

Proposed Cllr Smith Cllr Mann seconded

25/26.018 Christmas lights

The Christmas lights had been taken off the Christmas tree, stored in electric cabinet. Clerk to arrange a meeting with electrician and contractor to look at renewing lights on the Willow tree.

Proposed P Bonnett Seconded Cllr Sach

25/26.019 Village Day

Council agreed to arrange a village day in 2026. Cllr Smith to contact previous volunteers.

Proposed Cllr Smith Seconded Cllr Mann

25/26.021 Planning

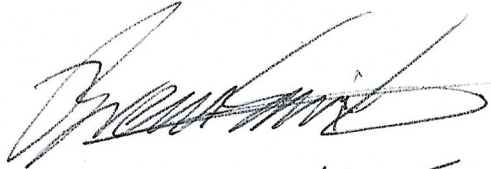
25/26.022 Playground inspection reports

Issue with wet pour round the swings. Contractor will attend play area for repairs.

25/26.023 Items for next agenda.

Signpost, village day

Members to note the date for the next meeting is Tuesday 3rd June 2025


Wednesday 11th June
2025