



Village Hall  
York Road  
Earls Colne  
CO6 2RN

11<sup>th</sup> December 2025

**To: Members of Earls Colne Parish Council**

**You are hereby summoned to attend**

**THE PARISH COUNCIL MEETING  
TO BE HELD AT THE VILLAGE HALL (LARGE HALL)  
ON TUESDAY 16<sup>TH</sup> DECEMBER 2025 AT 7.15 PM**

**for the purpose of transacting the following business**

*S Gaeta*

Clerk to the Council

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## **A G E N D A**

- 1. Apologies for Absence**
- 2. Minutes of the Parish Council Meeting** held on 18<sup>th</sup> November 2025 to be taken as read and signed as a correct record by the Chairman.
- 3. Declarations of Interest (existence and nature)** with regards to items on the Agenda. Councillors are reminded that the code of conduct provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter.
- 4. Essex County Councillor Update**  
To receive an update from Councillor Siddall.
- 5. Braintree District Councillor Update**  
To receive an update from Councillors Spray and Courtauld.
- 6. Chairman's Update**  
To receive an update from the Chairman.
- 7. Public Participation session** with respect to items on the Agenda and other matters that are of mutual interest.  
*3 minutes per person; 15 minutes max*
- 8. Clerk's Report**  
To receive an update on actions.
- 9. Finance and Internal Control**
  - (a) To identify prospective projects/initiatives for inclusion in the 2026/27 budget.
  - (b) To note the changes to the Essex Pension Fund employer contributions.

- (c) To agree to join the Braintree Association of Local Councils at a fee of £24 to the end of this financial year, £48 per year thereafter.
- (d) To agree the 2026 full Council meeting dates, including the Annual Parish Council meeting in May and the Annual Parish Meeting between 1<sup>st</sup> March and 1<sup>st</sup> June.
- (e) To agree to support the bi-weekly Tuesday Luncheon Club at the village hall with funding of up to £250 per quarter. Payments will be made on a reimbursement basis against evidence of expenditure, unless and until a dedicated bank account for the club is confirmed.
- (f) To note the setup of a Square Reader, with payments directed to the Council's bank account and the device held securely by the Clerk. Personal details used for verification provide no access to Council funds.

#### **10. Planning**

To consider the following planning applications:

- (a) **25/02592/TPOCON** – Tree works at 20 Upper Holt Street.
- (b) **25/02626/VAR** – Variation of conditions 2, 5 and 10 of approved application 24/00306/FUL. Variation would allow for amendments to building size, layout and appearance, including a new ensuite and dog grooming area, relocated plant cupboard, plus various alterations of windows and doors and consequential amendments.
- (c) **25/02706/HH** – Proposed outbuilding to be used as a garden room/office at 32 York Road.
- (d) **25/02669/FUL**– Replacement of front doors at Green Court, Dudley Road.
- (e) **25/02761/TPOCON** – Tree works at 15 Park Lane.
- (f) **25/02746/LBC** – Replacement of existing up and over doors with a single electric roller door on detached double garage; remedial works to house guttering; installation of a French drain at Priory Farm House, Halstead Road.

#### **11. Village Environment**

- (a) To appoint a contractor to carry out the tree works identified in the December 2024 tree survey.
- (b) To agree to join the Open Spaces Society at a cost of £45 per year.
- (c) To discuss the recommendations for the Potential Open Spaces Improvements Plan (POSI).
- (d) To consider and approve the purchase of RADAR keys for the accessible public toilets, and to determine the fee to be charged to residents wishing to obtain a key from the Council.

#### **12. Health and Safety**

To receive an update on health and safety matters.

#### **13. Village Hall**

- (a) To receive an update on village hall matters.
- (b) To agree to upgrade the village hall's heating filling system, at a maximum cost of £1,000.

#### **14. Accounts for Payment**

To approve the accounts for payment.

#### **15. General Information**

To receive any brief notices or reminders from Councillors or the Clerk. No decisions will be made under this item.