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07811400803
www.greattothamparishcouncil.uk

MINUTES

GREAT TOTHAM PARISH COUNCIL

Date: **Monday, 15th December 2025**

Place: **Village Hall, Great Totham, Maldon, Essex, CM9 8NH.**

Present:	Councillors	C.	Adams	(Vice-Chair)
		C.	Atkinson	(Chair)
		F.	Delderfield	BEM.
		H.	Dundon	
		T.	Gregan	
		V.	Heaviside	
		J.	Keyes	
		N.	Snelling	
	Maldon District Councillor	R.	Siddall	
	Parish Clerk	N.	Smith	

136. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor B. Marshall.

RESOLVED That the apologies be received.

137. **INTERESTS**

No interests were declared.

138. MINUTES

The Minutes of the Parish Council Meeting held on 17th November 2025 were received and approved.

RESOLVED That the Minutes of the Parish Council Meeting held 17th November 2025 be confirmed as a true record and signed by the Chairman.

139. QUESTIONS AND STATEMENTS FROM THE PUBLIC

There were no members of the press or public present.

140. ACTIONS FROM THE PREVIOUS MEETING

An update was given on the outstanding actions from the previous meeting-

Item	Action	Delegated To	Update
Memorial Bench ¹	Speak with resident regarding permissions	Clerk	Completed
Patrol crossing sign	Report to Essex Highways	Clerk	Completed
2026/2027 Budget	Send any requests for budget items to Clerk	Councillors	Completed
Clerk's Salary	Respond to the letter from Barclays	Clerk	Completed
Dogs on Leads	Advertise reminders on social media and website	Clerk	Maldon DC to be contacted for further information
Pension	Close NEST Pension	Clerk	Completed
Memorial Bus Shelter	Ask for a quote to add sleepers	Clerk	Cllr Adams to meet with contractor
Community Governance Review	Bring back to the council new map of proposed changes	Clerk	Completed
Maldon DC Enforcement	Ask for clarification on processes	Clerk	Completed
Memorial Bus Shelter	Repair Seat	Cllr Marshall	Ongoing
Website	Update with new policies and financial information	Clerk	Ongoing

¹ It was noted that the bench had been damaged and required repair

Playgrounds	Carry out work in the report	Cllr Atkinson	Completed
Yeomanry	Investigate whether resident qualifies	Clerk	Ongoing
Brambles	Accept £80 quote from MDC and notify Cllr Durham of action taken	Clerk	Completed
Volunteers Christmas Reception	Book the Prince of Wales Public House and send invitations	Clerk	Completed

141. **ACTIONS FROM THE PREVIOUS MEETING**

An update was given on the outstanding actions from the previous meeting-

126. **PARISH CLERK'S REPORT**

There was nothing to report.

127. **CHAIRMAN'S ANNOUNCEMENTS, REPORTS FROM OTHER BODIES AND GENERAL CORRESPONDENCE**

Both the Chairman and Vice-Chairman attended the Parish Liaison Meeting at Heybridge Parish Council on Friday 21st November 2025. Members from all parishes voiced concerns regarding the layout of the junction onto Jubilee Way. As the original layout was agreed by Essex Highways, the cost of changing it to a roundabout would have to be borne by the housing developer, which was not feasible.

The District Councillor provided an update on the planned Local Government Reorganisation and the postponed Mayoral Elections. He also reported on the support being offered by Maldon District Council in identifying a replacement facility for St Peter's Hospital. Members were informed of a staffing restructure at Maldon District Council, which involved the removal of a management layer to enable an increase in frontline staff. The Local Plan and recent changes to government planning regulations were also discussed, and Members were pleased to note that Maldon District Council was close to achieving its five-year housing land supply requirement.

128. **CORRESPONDENCE, APPEALS AND PLANNING DECISIONS**

The planning decisions up to the week ending 5th December 2025 were received and noted. Two extra decisions were also noted-

25/00555/FUL- The material change of use of land for the stationing of caravans for residential purposes, and	OS Field 6251 Colchester Road Great Totham Essex	GTPC- Recommend refusal MDC- Approve
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dayrooms and hardstanding ancillary to that use		
25/00817/FUL Conversion of outbuilding into an annexe ancillary to main dwelling	Land At Five Corners Maypole Road Great Totham	GTPC- Raise no objection MDC- Refuse

129. PLANNING APPLICATIONS

(a) Members commented on the following planning application-

1.	25/01054/HOUSE- Single storey side extension	Ravello, Maypole Road, Great Totham, Essex	Great Totham Parish Council recommend the granting of permission.
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(b) No other applications were considered.

130. COMMUNITY POLICING, SAFETY AND REGULATIONS

- (a) Members received the previously circulated report. A discussion took place regarding whether expenditure on speed reduction represented good value; however, it was concluded that any lives saved through a reduction in speeding was a worthwhile use of the precept.
- (b) The Chair gave a report. He stated that two sessions had been held this month, 373 cars had been surveyed and 15 cars had been reported for speeding over the two hours.

131. AMENITIES

- (a) The Amenities Chair reported that the hedges had been trimmed.
- (b) The issue of quad bikes being used on the Recreation Ground was discussed. It was agreed that restricting the size of the pedestrian gate should prevent further occurrences. Depending on the legal requirements for the entrance, either a new gate could be installed, or the opening angle of the existing gate restricted. The Clerk was asked to investigate the minimum design dimensions required to ensure compliance with relevant legislation.

132. FINANCE

The following payments were approved-

Payee	Payment For	Amount
Nikki Smith	December 2025 Salary	£629.84
HMRC	December 2025 PAYE & National Insurance Contributions	£515.11
Great Totham Parish Council	Internal transfer from Barclays to Unity Bank	£5,000.00
Maldon District Council	Strimming	£96.00
R&G Mann	Hedge Works	£412.20

RESOLVED That the payments for December 2025 be approved, including the additional payment of £96.00 for Maldon District Council.

133. **BUDGET AND PRECEPT FOR FINANCIAL YEAR 2026/2027**

- (a) Members received the proposed budget for 2026/2027. They were mindful of the need to minimise any increase in the precept while ensuring compliance with statutory obligations. It was noted that tree surveys and associated works would be required in the new financial year, as well as upgrades to the equipment used by the Speed Watch volunteers. It was also suggested that the council's land be surveyed to ensure accurate records and good management of its assets, and funds were allocated for this purpose. It was suggested that the Clerk speak with the Little Totham Parish Clerk who is currently undertaking a similar exercise.

Members discussed the proposal to earmark reserves so as to spread the cost of future projects over a number of years.

RESOLVED That the proposed budget, including EMR allocations for 2026/2027, be accepted.

- (b) Members expressed surprise that the tax base had only increased by 111 properties, considering the building that had occurred in the parish. The Clerk explained that Maldon District Council had finalised their tax base on 11th December 2025 and would notify the Parish Council if this figure had altered.

RESOLVED That the Precept for 2026/2027 of £51,660.00 be approved, with a net increase in the Band D Property of £5.78 to £33.84, representing an increase of 20.61%.

134. **COMMUNITY GOVERNANCE REVIEW**

Members discussed the possible boundary change between Great Totham and Heybridge. The Chairman explained where the new boundary line would be in relation to Westcombe Park and the current parish boundary.

RESOLVED That the Parish Council complete the survey stating they support the proposed boundary change.

135. ITEM FOR FUTURE AGENDAS

There were no items discussed.

There being no further business, the Chairman closed the Meeting at 8.03 p.m.

Councillor C. Atkinson
Chairman

NS/19.12.2025