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MINUTES

GREAT TOTHAM PARISH COUNCIL

Date: **Monday, 16th March 2026**

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
		B.	Marshall
		N.	Snelling
	District Councillor	R.	Siddall
	Parish Clerk	N.	Smith

167. APOLOGIES FOR ABSENCE

There were no apologies given.

168. INTERESTS

Councillor Snelling declared a Pecuniary Interest for Item 175 a) 25/00607/OUTM as his wife is the landowner and all other councillors declared a Non-Pecuniary Interest as she is known to them.

169. MINUTES

The Minutes of the Parish Council Meeting held on 16th February 2026 were received and approved.

RESOLVED That the Minutes of the Parish Council Meeting held 16th February 2026 be confirmed as a true record and signed by the Chairman.

170. QUESTIONS AND STATEMENTS FROM THE PUBLIC

There were no members of the press or public present.

171. ACTIONS FROM THE PREVIOUS MEETING

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

Item	Action	Delegated To	Outcome
Assertion 10	Arrange data protection training for Members	Clerk	Completed
Speed gun	Approach organisations for sponsorship	Clerk	Carried over
Land Registry	Visit Essex Records Office	Clerk	Carried over
Monkey Climbing Wall Extension	Apply for grant in August	Clerk	Carried over
Dogs on Leads	Arrange meeting with MDC	Clerk	Clerk met with Essex Police, currently speaking with MDC Community Protection Team
Jubilee Recreation Ground Play Equipment	Arrange for quote to have pieces moved to alternative site	Clerk/Amenities Committee	Carried over
Memorial Bus Shelter	Meet contractor	Cllr Adams	Carried over
Jubilee Recreation Ground	Ask residents for feedback on what they would like provided	Clerk	Completed, report to be taken to April meeting.
Memorial Bus Shelter	Repair seat	Cllr Marshall	Carried over
Website	Update with new policies and financial information	Clerk	New policies and financial information completed, transparency information next (carried over)
Road Signs	Write to Cabinet Member for Highways	Clerk	Completed
Yeomanry	Arrange to award to resident	Clerk	To be completed in summer (carried over)
Essex Recovery Strategy	Book Cllr Adams and Atkinson on course at Colchester Zoo	Clerk	Completed
Amenities Committee	Ask Chair to send written representations when absent	Clerk	Completed

172. PARISH CLERK'S REPORT

The Clerk reported that Maldon CVS had received funding for their Green Space Games and were going to provide a free two-hour session at the Jubilee Recreation Ground on 9th April 2026 for residents.

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

The Chairman did not give a report but one was given by District Councillor Richard Siddall. Councillor Siddall spoke about local government reorganisation and how it could affect housing figures in the district. The issue of temporary housing in the district was also discussed alongside members frustration at planning permission being granted but houses not being built.

Members thanked Councillor Siddall for his report.

174. CORRESPONDENCE, APPEALS AND PLANNING DECISIONS

a) Members received and noted details of appeals and planning decisions received from Maldon District Council.
In relation to the Notice of Appeal for 25/00817/FUL, - Conversion of outbuilding into an annexe ancillary to main dwelling Land At Five Corners Maypole Road Great Totham , it was decided that members did not wish to amend their previous comment regarding the application.

b) There were no appeals or decisions published after the agenda.

175. PLANNING APPLICATIONS

a) Members commented on the following decisions-

Councillor Snelling, having declared a Pecuniary Interest at Item 175 a) 25/00607/OUTM left the meeting at 8.12pm

26/00112/WTPO T1-10 Oak - Lateral reduction by 3m.	Land West Of Scripps Farm Goat Lodge Road Great Totham Essex	Raise no objection subject to the Tree Warden's recommendation
25/00607/OUTM- Outline application for the development of up to 150 homes alongside public open space, with all matters reserved except for access (amended application)	Land 100M East Of 53 Seagers Great Totham	Recommend refusal for the following reasons- The site lies outside the defined development boundary for Great Totham and therefore remains in conflict with the adopted MDC Local Development Plan and the Great Totham Neighbourhood Plan. The GTNP seeks to protect key views and the village's rural character; introducing a sizeable housing estate at this prominent entrance remains fundamentally at odds with that objective. The site is currently in productive agricultural use.

		The NPPF states development should be supported by necessary infrastructure and should not overload existing services. In the absence of clear, secured and timely mitigation, GTPC is not satisfied that the infrastructure impacts have been adequately addressed. The NPPF expects significant development to be focused on locations which are or can be made sustainable, including through sustainable transport modes. By adding up to 150 dwellings at the edge of a village with modest services and limited bus provision, this scheme would increase car-borne travel and pressure on local roads, undermining that aim. The "public benefits" listed – including open space, landscaping, biodiversity enhancements, and financial contributions – are largely mitigation measures or routine requirements of modern housing development, rather than exceptional benefits that could outweigh clear policy conflict and significant harm. These do not change the fundamental unsuitability of this site for a development of this scale. Great Totham offers limited local employment opportunities beyond agriculture and a few services. Most new residents would be required to travel out of the parish for work, reinforcing the development's car-dependent nature and adding to traffic on local and strategic routes.

During discussions surrounding 25/00607/OUTM, it was decided that, regardless of whether the council recommended refusal of large planning applications or supported them, they would place on record any S106 requests that could mitigate the harm arising from the development if approved. It was agreed that for this application, without prejudice to the Parish Council's strong recommendation that this application be refused, the Parish Council ask the District Council to seek an appropriately justified contribution towards-

- Upgrading village hall infrastructure, in particular helping to secure connection from the existing septic tank arrangement to the mains sewer, recognising the additional pressure that new residents would place on this key community facility.
- Improvements to play provision at Jubilee Recreation Ground (for example, additional play or skate-park equipment).
- Local sports provision in Great Totham, including: support for the cricket club adjacent to the site (such as towards a second ground nearby, improvements to the clubhouse, nets and adequate parking), and sports equipment for football facilities at Jubilee Recreation Ground.
- Footpath and walkway enhancements

Councillor Snelling returned to the meeting at 8.22pm.

b) There were no urgent applications to comment on.

Full planning responses can be viewed online at www.maldon.gov.uk

176. COMMUNITY POLICING, SAFETY AND REGULATIONS

a) The February 2026 report had not been received by the Clerk, so it was held in abeyance.

b) The Chairman gave a verbal report on the Community Protection Team contract and discussed varying the contract depending on the time of year.

RESOLVED That the council renew the contract for the financial year 2026/2027 for 5 hours a month.

c) The Chairman reported that they had completed one session this month. 366 vehicles had passed by, and of those, 13 were reported for speeding.

177. AMENITIES

a) The Amenities Chair discussed the issue of dog fouling at Braxted Lane. It was agreed that the dog bin be moved out of the play area to encourage dog owners to use it more and Maldon District Council notified.

b) Members received drawings of the mesh panels the Cricket Club had requested to install along the fencing at the cricket pitch.

RESOLVED That the Cricket Club be given permission to install permanent mesh in the fencing along the cricket pitch to the specification sent to the Clerk by the Cricket Club Chairman.

c) The frequency of play inspections was discussed by members. The Clerk had previously shared an email from their insurance company detailing the requirements expected of the parish regarding the health and safety of play equipment. Members discussed the frequency of play inspections for council equipment. The Clerk advised that inspections should be carried out weekly by a competent inspector and then yearly by a qualified inspector. Members decided that it was more appropriate for the council to inspect its own equipment monthly, and for Maldon District Council to inspect the equipment annually. The importance of taking action if issues were found was stressed.

RESOLVED That Councillor Keyes and Snelling undertake monthly inspections and return written copies of inspections to the Clerk a week before each council meeting so any highlighted issues can be placed on the agenda for action.

178. FINANCE

a) The following payments were approved-

Payee	Payment For	Amount
Nikki Smith	March 2026 Salary	£629.84

HMRC	February 2026 PAYE & National Insurance Contributions	£515.11
Great Totham Village Hall	GTPC Meeting Room Hire 2025/2026	£280
Maldon District Council	Grounds Maintenance Contract Jan-March 2026	£1195.32
RCCE	Annual Membership	£85.80

The RCCE was an additional payment received after the agenda had been published.

The Clerk reported that she had not received the renewal for the council insurance, but as this was the final year of a three-year agreement, there was no opportunity to change providers. It was noted that the premium was likely to be higher this year as the value of the council's assets had been reworked. The Clerk was therefore given delegated authority to agree the renewal upon receipt, pay the invoice, and report it at the next meeting.

RESOLVED That the payments for March 2026 be approved with the additional payment to RCCE and that the Clerk be given delegated authority to approve and pay the insurance renewal with Hiscox/Gallagher insurance once it is received.

179. POLICIES

The following policies were approved and adopted-

RESOLVED That the council approve and adopt the Risk Assessment Policy as presented.

RESOLVED That the council approve and adopt the Complaints Policy as presented.

RESOLVED That the council approve and adopt the Whistleblowing Policy as presented.

RESOLVED That the council approve and adopt the Vexatious Complaints Policy as presented.

180. FINANCIAL REGULATIONS

a) Members received a report concerning proposed changes to the Financial Regulations. Members were satisfied with the proposals.

RESOLVED That the changes to the Financial Regulations be adopted.

181. ASSET REGISTER

a) Members received the 2025/2026 Asset Register. Two strimmers and a mower had been disposed of.

RESOLVED That the 2025/2026 Asset Register be adopted.

182. DATA PROTECTION DUTIES

a) Members received the Data Map, which demonstrated how and why Council processed data.

RESOLVED That the Data Map be adopted.

b) Members confirmed that they had all received GDPR training this financial year.

183. ITEMS FOR FUTURE AGENDAS

No items were suggested for future agendas.

There being no further business, the Chairman closed the Meeting at 9.03 p.m.

Councillor C. Atkinson
Chairman

NS/21.03.2026