Colne Engaine Parish Council

Minutes of Colne Engaine Parish Council meeting held on Thursday 30th July 2026 at 8.00 p.m. in the Elizabeth Courtauld Memorial Village Hall, Colne Engaine

Present: Cllr Alan Barnard (Chairman), Cllr Sarah Dignasse (Vice-Chairman), Cllr Mary Ashby, Cllr Nigel Warwick Cllr Helen Biscoe-Davis and the Clerk, Mr. G. Walkingshaw and no residents.

26/42 Welcome and apologies for absence
Apologies were received from BDC Cllr Gabrielle Spray, BDC George Courtauld, Cllr Ian Messenger & Cllr Terry Floyd.

26/43 Declaration of Members interests
None.

26/44 Election of Councillors for sub-committees/job allocation:
It was proposed that Cllr Ian Messenger and Cllr Nigel Warwick continue in the role of Finance Committee.

Proposed: Cllr Sarah Dignasse Seconded: Cllr Mary Ashby
Agreed by all

26/45 Public Open Forum (Maximum 15 minutes)
None

26/46 To approve the minutes of the last meeting (21st May 2026)
The minutes of the last meeting were approved.
Proposed: Cllr Sarah Dignasse Seconded: Cllr Mary Ashby
Agreed by all.

26/47 Visitors Report (ECC Isi Rocha)
ECC Isi Rocha was absent from the meeting so there was no discussion on potholes. All the relevant photos and information on potholes has been sent to ECC Isi Rocha by Cllr Sarah Dignasse.
ECC Locality Fund 2026/27 – the Parish Clerk was actioned to contact BDC Gabrielle Spray in regards to funding for the Colne Engaine Open Garden Day 2027 and to contact ECC Isi Rocha in regards to funding for the playground.

Gabrielle Spray Report

REPORT FOR COLNE ENGAINE PARISH COUNCIL JULY 2026

WASTE COLLECTION SERVICE: It is now almost two month since the rollout of the new collection system. Given the scale of the changes and the number of households involved – over 65,000 – the service is operating as intended for the vast majority of households. The Operations team do recognise that a smaller number are experiencing difficulties, these are being carefully reviewed and all resident feedback is being monitored as the new service beds in. It is important that the new system is allowed to operate for a full cycle of three months before a review is conducted, this allows the team to properly analyse the data to see where problems lie and, where necessary, changes could be made. A review will be conducted end August/ start of September. In the meantime, residents experiencing problems are asked to contact the Council, or their District Councillors, directly and we will provide advice and practical support where possible.

LOCAL PLAN: A meeting of the Local Plan Sub Committee will be held on Thursday 30th July to review all the responses to the Regulation 18 consultation; 1,800 comments were submitted and officers are continuing to work through them, grouping them together in a format that will makes it easier for Committee members to consider. The first draft of the Local Plan will be presented to Full Council on 21st September for approval to proceed to Regulation 19 consultation.

National Grid Bramford – Twinstead Upgrade – COMMUNITY FUND: As part of this scheme, a Community Fund worth more than £4.2 million is being made available by National Grid to local organisations. Applications for the first round of awards have now closed but the next round will open in November. The fund is open to Registered Charities, Parish and Town Councils, some non-profit organisations. A full list, details of eligible projects and how to apply can be viewed by visiting the Bramford – Twinstead Community Fund website. I am pleased to say that all four villages in The Colnes Ward are within the designated area and can apply to the fund. I encourage all Parish Councils and local organisations to have a look!

DISTRICT COUNCILLOR GRANT: I have got £300 left in my Councillor grant pot for 2026/27. Let me know if you have a project this could help with.

Best regards
Cllr Gabrielle Spray

26/48 Clerk's Report
None

26/49 Finance
To show the budget figures from the cashbook – these are now available on the one drive for parish councillors.

To approve payments in accordance with the 2025/2026 Budget

June 2026

Parish Clerk Salary	£650.00
Handyman Salary	£240.00
HMRC – Paye/Tax	£222.40
Mileage Expenses	£11.00
SSE Electricity	£136.03
BDC – Trade Waste	£810.63
SSE Electricity	£199.03
Rospa	£166.80
A&J Lighting	£118.80
Google	£63.00
A&J Lighting	£57.89
	£2,675.58

July 2026

Parish Clerk Salary	£650.00
Handyman Salary	£300.00
HMRC – Paye/Tax	£237.40
Mileage Expenses	£11.00
Aubergine	£670.80
Lawn to Leaves	£100.00
G. Walkingshaw (Ink Cartridges)	£16.99
Wave	£320.11
Lawn to Leaves	£620.00
Knights – Disbursements	£20.00

SSE Electricity	£140.55
X2 Connect (Telephone Box)	£188.64
Stationery (Printer/Shredder)	£170.55
Stationery	£38.68
Handyman Expenses	£22.50
SSE Electricity	£177.51
Whymark & Moulton Ltd(Burches Meadow)	£900.00
Google	£63.00
A&J Lighting	£57.89
	£4,705.62

August 2026

Parish Clerk Salary	£649.80
Handyman Salary	£240.00
HMRC – Paye/Tax	£212.60
Mileage Expenses	£11.00
Handyman Expenses	£7.77
DKC Landscapes	£150.00
SSE Electricity	£115.23
SSE Electricity	£153.80
Google	£63.00
A&J Lighting	£57.89
	£1,661.09

It was proposed to accept the payments for June, July, August 2026.
Proposed: Cllr Nigel Warwick Seconded: Cllr Alan Barnard
Agreed by all.

26/50 Planning/Housing

50.1 Applications for discussion at meeting
26/60036/PREAPP - Colne Engaine Football Club Pebmarsh Road Colne Engaine Essex - Change of use to Day Care Facility/Community Cafe

50.2 Planning Applications – Observations conveyed under delegated authority since last meeting
26/01210/HH – The Lodge, Colne Heights, Brook Street, Colne Engaine, CO6 2JB – proposed one and a half storey side extension, erection of a dormer window, and associated internal and external alterations.
Comments – No Objection

26/01128/OUT – Land adjacent, 35 Colne Park Road, White Colne - Outline Planning Permission with some matters reserved (landscape) for erection of 1 No. self -build dwelling & detached double garage
Comments – No Comment

50.3 Planning Applications – Decisions received since last meeting
26/00649/FUL - Land Adjacent to Millbrooks Farm Mill Lane Colne Engaine
Decision: Refused
An appeal has been made to the Secretary of State 02/06/2026

26/51 Future use of Burches Meadow Recreation Field

Cllr Alan Barnard informed the meeting that the Pre-application report on Burches Meadow was very favourable and that planning had been quite supportive and that Highways would be a hurdle to overcome.

Cllr Alan Barnard informed the meeting that discussions on what would need to be done were as follows:
(1) The Main Building – whether to look into linking a new building to the old one, whether to move the old one or whether to remove it all together, this last choice would have costs for removal.
(2) Funding
(3) Consultation with the Community – this would be an opportunity for Carers Choice, Paul Ramsden to speak to the public about his plans and vision for Burches Meadow.
(4) Funding through Enovert – which would require grant application to be in by December 2026.
(5) Carers Choice – Paul Ramsden is keen to open this quickly as a rural annexe to the property purchased in Halstead.

A debate followed regarding the order of the 5 points. The consensus of the Parish Council was to go for planning first (if this proves unsuccessful for any reason then it saves any effort on all the other 4 points). It is likely that an EGM will be necessary to discuss the costs associated with the Legal and Planning of the Burches Meadow project – this could take place in September/October 2026.
Agreed by all.

Cllr Alan Barnard explained that a meeting had been set up for next week with Paul Ramsden, Michelle Vagg (Dementia Care) and the chairman (Cllr Alan Barnard) and Vice-Chairman (Sarah Dignasse).

Cllr Alan Barnard went through the procedures required for completion of this project. The first step – the Pre-Application Report had been completed with Braintree District Council. The second step would be for Paul Ramsden to set-up his business plan and drawings of the proposed project. Step three would be to arrange a public consultation for residents to view and discuss with Paul Ramsden and the Parish Council. Step four would be the grant applications for the proposals from Carers Choice. Step five, the planning application to be presented to Braintree District Council.

The Planning application would require a tree report, archaeological report, biodiversity report, noise impact survey, land contamination report, flood risk assessment and structural engineers report. These would all be completed by Whymark & Moulton on behalf of the Parish Council – this planning application would be funded by the Parish Council. Whymark & Moulton would inform the Parish Council of the costs involved.

An EGM would be required in late September/early October in regards to proposals for the Parish Council to fund parts of this project. These would be agreed at an EGM called by the Parish Council.

Legal Costs (Lease) would need to be discussed as part of the proposal plans for Burches Meadows and it would need to be agreed whether the Parish Council cover these costs or Carers Choice.

Access Strip – Cllr Nigel Warwick will look into the access strip of land at Burches Meadow on behalf of the Parish Council.

26/52 Playground Equipment – Rospa Report

Cllr Sarah Dignasse informed the meeting that the Rospa Report was very good and only minor things required the attention of the Parish Council. The Parish Clerk was actioned to contact Playquip and arrange for them to look at the minor improvements that are required.

26/53 Assertion 10 Compliance

IT was proposed to approve the Aubergine Invoice for a new website & new e-mail domain in line with assertion 10 compliance. Cllr Alan Barnard and Cllr Ian Messenger to meet with Aubergine to progress this further.

Proposed: Cllr Sarah Dignasse Seconded: Cllr Mary Ashby
Agreed by all.

26/54 Training/Events

54.1 Reports on attended events - None

54.2 Nominations for new events - None

26/55 Information Exchange/Items for next agenda

Cllr Mary Ashby informed the meeting of an apple tree that is overhanging the road and may require some attention and being cut back. Cllr Sarah Dignasse will look into this and speak with the owners of the property to discuss what can be done about this.
Cllr Alan Barnard informed the meeting of an e-mail from Earls Colne Chairman Ray Wood looking to reduce the speed limit from 40 mph to 30 mph between Earls Colne & Colne Engaine. Cllr Alan Barnard has a poster sent by Earls Colne PC asking to reduce speed limit from 40 mph. The Parish Council discussed this in detail and will contact the planning department at Braintree District Council for advice before forming any opinion on this matter. The Parish Council would be interested in looking at traffic calming measures and priorities along that stretch of road.
Cllr Alan Barnard informed the meeting that a resident had contacted him in regards to a consultation letter from Gladmans Homes in regards to building 80 houses on Station Road. The Parish Council are aware of this but as of yet have received no planning application from Braintree District Council. The Parish Council will respond to this once they receive the planning application.
Cllr Alan Barnard asked how the Parish Council felt in regards to awards for members of the Colne Engaine Community. The Parish Clerk was actioned to look into different awards and report back to Cllr Alan Barnard.

26/56 To confirm date and time of next meeting

Date of next meeting: Thursday 10th September 2026 at 8.00 p.m.

Part Two Agenda Items

Matters taken in the absence of Press and Public (Public (Admissions to Meetings) Act 1960) as the item contains exempt information as defined by the Local Government Act 1972 Sch. 12a Pt (1).

26/57 Handyman's Pay

Signature: _____

Date: _____