



RETTENDON PARISH COUNCIL

44A Lascelles Gardens
Ashingdon
Essex SS4 3BW
email: clerk@rettendon-pc.gov.uk

AGENDA

Members are hereby summoned to the Annual Parish Council Meeting of Rettendon Parish Council to be held at Rettendon Memorial Hall, Main Road, Rettendon, at 7.30pm on

TUESDAY, 30TH JUNE 2026

Emma Terris

Parish Clerk and Responsible Financial Officer

24th June 2026

-
- | | |
|-----------------|---|
| 25-26/27 | <u>Apologies for Absence</u> |
| 26-26/27 | <u>Declarations of Interest on Items on the Agenda</u>
To receive declarations of interest from Members on items on the agenda. |
| 27-26/27 | <u>Public Forum – strictly 5 minutes only per speaker</u>
The Chairman to remind those taking part in the Forum that Rettendon PC operates strict timescales (maximum 5 minutes per speaker) to receive their information in the form of statements. There can be no debate on any issues, just the receipt and clarification of information. |
| 28-26/27 | <u>Agreement of Minutes</u>
To agree the minutes of the meetings of the Council held on Tuesday, 26 th May 2026. |
| 29-26/27 | <u>To Receive the Essex County Councillor and Chelmsford City Council Ward Councillors' Reports</u> |
| 30-26/27 | <u>To Receive a Report from the Clerk and Responsible Officer</u> |
| 31-26/27 | <u>Finance Matters</u> <ul style="list-style-type: none">• To receive the bank reconciliation for the month ending 31st May 2026.• To agree to authorise invoices for payment. |

- To receive the Budget compared to income and expenditure for the year to date.
- To agree to review all contracts held by Rettendon Parish Council to assess terms and conditions and best value for money.

32-25/26 To receive the Internal Audit Action Plan and to agree the actions to be addressed

33-26/27 The Bell Fields

To continue the discussion in respect of reimbursing £2,000 to the Trustees of the Bell Fields in respect of an additional contribution for the removal of the fly-tipped material.

34-26/27 Appointment of Trustees to the Bell Fields

To continue the discussion regarding the appointment of Katherine Clark as a Trustee of The Bell Fields.

35-26/27 To receive an update from members of the Working Party in respect of the refurbishment/replacement of the pavilion on The Bell Fields.

36-26/27 To receive an update from the Clerk/Chair in respect of the damaged bus shelter

37-26/27 Love My Bus Grant

To receive an update on the Love My Bus Grant and to receive the draft contract from Connect Transport Limited for approval.

38-26/27 Defibrillator – Woodham Road

To discuss and consider the provision of a public access defibrillator in the Woodham Road area (between the Turnpike and Rectory Lane) and to possibly agree:

- Whether to support the installation of a publicly accessible defibrillator at a suitable location within the Woodham Road area and to accept responsibility for its ongoing maintenance.
- Whether to purchase a waterproof, coded external cabinet, consistent with those already installed in the Parish, for the housing of the defibrillator.
- Whether to accept the offer Lyanhurst Industrial Estate to provide the defibrillator unit and to supply the electrical connection and ongoing electricity required for the cabinet from their premises.
- Whether the Parish Council will fund the ongoing maintenance, servicing and replacement consumables (including pads and batteries as required).

39-26/27 CPR and Defibrillator Training

To consider and agree funding for a CPR and Defibrillator Training Course for residents and members of the public, to be held at Rettendon Village Hall on Friday, 24th July 2026 from 9.30 am to 4.30 pm

40-26/27 Councillor Training/Clerk Development

To receive details of any training attended or training booked

41-26/27 Planning Applications

- a) To respond to the planning applications listed in Appendix 1 to this agenda (all applications are available to view at www.chelmsford.gov.uk)

- b) To respond to any planning applications received after the agenda has been issued.

42-26/27

Date of the next Parish Council Meeting

Parish Council Meeting – Tuesday, 30th June 2026 at 7.30 pm

Appendix 1

Reference: 36/00593/FUL
Address: Barn at Uplands, Warren Road, Rettendon, Chelmsford, CM3 8DF
Proposal: Demolition of existing structures and erection of 5no. residential dwellings with associated alterations to access.

Reference: 26/00651/FUL
Address: Land adjacent Woods Lodge, Woodham Road, Rettendon, Wickford
Proposal: Demolition of existing buildings and hard standings and erection of one bungalow (revision to 25/01295/FUL)

Reference: 26/00637/FUL
Address: Land Southeast of Potters Farm, Potters Lane, Rettendon
Proposal: A ground mounted solar farm, including associated infrastructure, access, landscaping and grid connection cable.

Reference: 26/00717/FUL
Address: Iphigenia, Woodham Road, Rettendon, Wickford SS11 7QW
Proposal: Single storey side and rear extension

Reference: 26/00675/FUL
Address: 2 Maltings Cottages, Maltings Road, Battlesbridge, Wickford SS11 7RG
Proposal: Proposed new garage storage