



# Little Bromley Parish Council

## NOTICE OF MEETING

Dear Councillors,

Please accept this summons to attend a meeting of Little Bromley Parish Council on **Thursday 19 March 2026 at 7:30pm** at The Haywain Public House, Little Bromley. Members of the Press and the Public are welcome to attend.

Signed: *Elizabeth Ridout* Interim Parish Clerk **Date:** Friday 13 March 2026

## AGENDA

**1. Welcome and apologies for absence**

To receive and note any apologies for absence submitted by Members.

**2. Minutes of the last meeting**

To approve and sign the minutes of the meeting held on Thursday 22 January 2026, previously circulated.

**3. Declarations of Interest**

Members are requested to declare any Disclosable Pecuniary Interests or other relevant interests, and the nature thereof, in respect of items listed on this agenda.

**4. Actions from the last meeting**

- Cllr Smith to write to National Highways regarding the concerns over inadequate diversion signage regarding the overnight closures of the A12.
- Standing Orders and Financial Regulations added to the council website.
- Registration with the ICO completed.
- Replacement battery for defibrillator on payments to be approved.

**5. Public Participation**

Members of the public are welcome to speak. Questions relating to agenda items will be responded to during the relevant discussion.

**6. Planning determinations**

REFERENCE	DETAIL	LOCATION	DECISION
<a href="#">25/01616/LBC</a> Mr Jane Jones-Warner - The Churches Conservation Trust	Application for Listed Building Consent - Alterations to the Bell Frame and Bells.	St Mary's Church Barlon Road Little Bromley CO11 2PP	Approval - Listed Building Consent 28.01.2026 Delegated Decision

**7. Tree Preservation Order - Land West of Hunyani, Ardleigh Road, Little Bromley**

To consider the notification received from Tending District Council (TDC) regarding the making of a provisional Tree Preservation Order at the specified site. Members are invited to review the Order and determine whether the Parish Council wishes to submit any comments to TDC by the deadline of 13 April 2026.

**8. Reports**

- a) County Councillor
- b) District Councillor
- c) Parish Councillors
- d) Footpath Warden
- e) Police
- f) Parish Clerk

**9. Neighbourhood Plan update**

To consider and approve the draft Neighbourhood Plan as a consultation version, pending further resident engagement through survey work and/or a public meeting or exhibition. Members are

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asked to review the draft document and determine whether to adopt it as the Council's consultation draft.

**10. Local Plan update and consultation response**

To receive an update on proposed development affecting Little Bromley, consider any implications for the parish, and agree the council's response to TDC's Local Plan consultation.

**11. Memorial Garden – St Mary's Church**

To receive an update on the Memorial Garden proposal, which remains in progress within the Diocese's Faculty System.

**12. Infrastructure Projects**

- National Grid - Pylons and Proposed Substation
- Five Estuaries Windfarm - Underground Cables and Proposed Substation
- North Falls Windfarm - Underground Cables and Proposed Substation
- Tarchon

To discuss updates in respect of the above infrastructure projects and to agree next steps.

**13. Community Speedwatch – Consideration of Re-Introducing a Local Group**

To consider the potential reintroduction of a Community Speedwatch Group within the parish.

Members are invited to discuss local interest, volunteer capacity, and the support available from Essex Police, and to determine whether the village wishes to progress the re-establishment of a Community Speedwatch scheme.

**14. Adoption of Risk Management Strategy**

To consider and approve the draft Risk Management Strategy, prepared in accordance with the Council's Financial Regulations and based on the SLCC model policy.

Members are asked to review the document and resolve to adopt it as a formal policy of the Council, to be reviewed annually.

**15. Adoption of Information Technology, Digital Governance & Data Risk Management Policy**

To consider and approve the draft Information Technology, Digital Governance & Data Risk Management Policy, which sets out the Council's arrangements for secure and compliant use of digital systems, council-owned email, website accessibility, data protection, and the management of digital risks in accordance with AGAR Assertion 10.

Members are asked to review the combined policy and risk assessment and resolve to adopt it as a formal policy of the Council, to be reviewed annually.

**16. Insurance Provider and Annual Premium**

To consider and agree the Council's insurance provider and associated annual premium for the forthcoming policy year.

**17. Accounts**

To receive confirmation from the Accounts Monitoring Officer that the accounts are in order and note any relevant updates.

**18. Approval of payments**

Clerk's salary – Dec/Jan/Feb	£1000.00
Med UK Group Ltd - defibrillator battery	£239.00
Annual support for The Messenger	£200.00

**19. Date of next meeting – Thursday 21 May 2026 at the Haywain Public House, Little Bromley  
The Parish Assembly will be held at 7pm, with the Annual Meeting commencing at 7.15pm.**

Members are reminded that items of business for inclusion on the agenda should be submitted to the Clerk by Tuesday 12 May 2026.