



Noak Bridge Parish Council

Minutes

**Held at Noak Bridge Village Hall, Coppice Lane, Noak Bridge SS15 4JS on
Wednesday 24th June 2026 at 7:00pm**

Present

Chairman: Cllr M Cottrell

Councillors: Cllr C Bateman, Cllr P Daft, Cllr J Dowton, Cllr P Hawkins and Cllr T Sargent

In attendance: Lynda Townend (Clerk) and 2 members of the public.

The Chairman welcomed everyone to the meeting.

70/2026 Apologies for Absence

Apologies were received from Cllr Gilliam.

Basildon Borough Councillor Myers and County Cllr Hockton were unable to attend the meeting.

71/2026 Declarations of Interest

To receive any Declarations or Disclosable Pecuniary Interests, Other Pecuniary Interests or Non-pecuniary Interests by Members relating to any agenda items.

Cllr Bateman declared an Other Registerable Interest in relation to Agenda Item 10.3, as he had previously worked with Achievement Through Football (ATF).

Cllr Sargent declared an Other Registerable Interest as a Borough Councillor.

No other Declarations of Interest were made.

72/2026 Minutes

Members reviewed the minutes from the Parish Council meeting held on the 20th May 2026, Minutes 48/2026 to 69/2026 inclusive.

Resolved: That the Minutes of the meeting held on 20th May 2026 be approved and signed by the Chairman as a true record.

73/2026 Public Participation Session

A member of the public requested updates regarding potential handyman tasks which could be considered in the village:

1. The overgrown pathway near Oakley Path

A quote has been received to complete these works at a cost of £380 plus VAT.

2. Repair of the wooden fence and bus shelter

Basildon Borough Council confirmed that these works will be scheduled.

3. Overgrown pathway by Bramble Tye.

A quote to cut back will be requested.

74/2026 Borough and County Councillor Reports

Cllr Sargent, in her capacity as a Borough Councillor, provided the following update:

- Following the election on 7th May, a new administration has been formed at Basildon Council through a supply and confidence agreement between the Conservative and Reform parties.
- The Conservative Party controls the Cabinet, and the chairmanships of committees are held by the Reform Party.
- Cllr Sargent is a cabinet member for Health and Inclusion and Cllr Myers is a cabinet member for Regeneration and Economic Development.

The Chairman thanked Cllr Sargent for the update.

75/2026 Banking and Finance

75/2026/01 Accounts for Payment

The Council received and approved the following accounts for payment:

JUNE	Ref	Desc 2	Minute	Total	VAT	Net
18/06/2026	Windowflowers	2026 hanging baskets	37/2026/02	£1,569.46	£261.58	£1,307.88
23/06/2026	London Hearts	2 x sets defib pads	Fin Reg. 6.9	£140.39	£23.40	£116.99
25/05/2026	NBCA	Hall Hire 24 Jun 2026		£50.00	£0.00	£50.00
25/06/2026	Lynda Townend	June salary	155/2024	£681.32	£0.00	£681.32
25/06/2026	Lynda Townend	June salary	155/2024	£33.48	£0.00	£33.48
25/06/2026	Lynda Townend	June expenses	155/2024	£30.20	£0.00	£30.20

	HMRC	June PAYE costs	155/2024	£249.98	£0.00	£249.98
25/06/2026	Nest Pensions	June submission	21/2025/05	£62.72	£0.00	£62.72
30/06/2026	Unity Trust Bank	May service charge	121/2025	£7.00	£0.00	£7.00
TOTAL				£2,824.55	£284.98	£2,539.57

75/2026/02 Monthly Bank Reconciliation

The Council **received and noted** the bank reconciliation to the 31st May 2026.

75/2026/03 Budget Comparison

The Council **received and noted** the budget comparison to 31st May 2026, noting that the Council had spent £5,571.90, representing 4% of the budget and 13% of the precept.

75/2026/04 Fixed Term Investment Account

The Council received a report recommending £120,000 is invested into a 12-month fixed rate account with Unity Trust Bank which is offering a fixed interest rate of 4.06%.

Resolved: That the Parish Council approve the transfer of £31,515 from the Metro Bank Account to the Unity Trust Bank savings account.

Resolved: That the Parish Council invest a total of £120,000 in a new 12-month fixed rate savings account with Unity Trust Bank.

76/2026 General Power of Competence

Members further considered whether to adopt the General Power of Competence. It was noted that Noak Bridge Parish Council met the eligibility criteria set out in paragraph 2 of the Parish Councils (General Power of Competence) (Prescribed Conditions) Order, specifically:

- That the number of members elected at the last ordinary election is equal to or exceeds two-thirds of the total number of seats on the council (the Council currently has 5 elected members of 7 seats).
- That the Parish Clerk holds the Certificate in Local Council Administration (CiLCA) and has completed relevant training in the exercise of the general power.

Cllr Sargent requested that it be recorded in the minutes that adoption of the General Power of Competence would not oblige the Council to use it, and that Members did not identify any current intention to rely on the power for specific expenditure.

Resolved: That, having satisfied the eligibility criteria, Noak Bridge Parish Council adopts the General Power of Competence.

A member of the public left the meeting at 7:31pm.

77/2026 Policies and Procedures

77/2026/01 Information Technology Policy

The Council reviewed an amended Information Technology Policy.

Resolved: That the amended Information Technology Policy be adopted by the council with a review date set for June 2027.

78/2026 Planning

78/2026/01 Planning Applications

The Council considered the following planning application published by Basildon Borough Council:

78/2026/01/01 26/00342/OUT – Outline planning application for improvements to existing sports provision, including a new up to 1,900m² pavilion, visitor car and coach parking, up to 7,200m² of commercial development and associated parking (class E(g)(i)), pedestrian and cycle route landscaping and drainage matters reserved except access on land west of Barleylands Road.

Members considered the potential community benefits of improved sports provision, including additional facilities for youth football. However, Members also noted that the site lies within the Green Belt and that any benefits must be weighed against national and local planning policy requirements.

Resolved: That the Parish Council objects to application 26/00342/OUT on the grounds that the application has not demonstrated that the proposal would fall within an exception to inappropriate development in the Green Belt, nor that it would avoid harm to Green Belt openness, permanence and function. The Council further objects because the application appears to misinterpret the Grey Belt provisions, conflicts with Basildon Borough Council's Green Belt evidence base, the emerging Basildon Borough Local Plan 2023–2043 and the adopted Noak Bridge Neighbourhood Plan, and has not demonstrated compliance with paragraphs 152, 153, 154 and 155 of the National Planning Policy Framework or provided sufficient justification to outweigh the identified Green Belt harm.

The Council additionally considers that insufficient justification has been provided for the scale and location of the proposed 7,200m² of commercial development and its associated impacts within the Green Belt.

78/2026/01/02 26/00485/VAR – Variation of conditions 5 (plan numbers and documents), 6 (Phasing Plan), 7 (Compliance) with approved design code and access statement, and 27 (external materials) of approved outline planning permission 23/01551/OUT in land to the South of Wash Road.

Cllr Daft left the meeting at 8:06pm.

Cllr Daft returned to the meeting at 8:07pm.

Resolved: That the Parish Council has no objection to this application.

78/2026/01/03 26/00171/FULL – single storey side extension (amended) at 95 Crouch Street, Noak Bridge.

Members considered the amended application and noted that the property lies within Noak Bridge Conservation Area where development should respect local character, residential amenity and, where relevant, the character and appearance of the Noak Bridge Conservation Area.

Resolved: That the Parish Council supports this application, subject to the Local Planning Authority being satisfied that the amended proposal accords with the relevant policies of the adopted Noak Bridge Neighbourhood Plan, including Policy NBH1 on high-quality design and Policy NBD1 on conserving and enhancing local character and heritage assets, together with any applicable requirements relating to residential amenity, materials and the character and appearance of the area.

78/2026/02 Planning Decisions

The Council noted the following planning decisions made by Basildon Borough Council:

78/2026/02/01 26/00404/VAR – T1 oak crown reduction by 3-4m. Reduce east side crown by 3m, other side crown by 3m at 69 Bridgecote Lane. **Application permitted.**

78/2026/02/02 26/00171/OUT – Hybrid application for a phased development of up to 300 dwellings on land at Wash Road junction with Bridge Street. **Granted.**

78/2026/02/03 26/01096 – Part retrospective change of use for six football pitches with ancillary facilities and parking and part full planning permission for the siting of a further three football pitches, additional parking and access road at Toby Football Club, Barleylands. **Granted.**

79/2026 Environment

79/2026/01 Handyman Tasks

The Council received and reviewed quotes provided by P Thomas Landscapes to complete the following improvement works:

1. Area cleared in Bridge Street, opposite the Tudor Bus Stop at a cost of £100 plus VAT.

2. Clearing the overgrowth from Oakley Path to the rear of South Wash Road at a cost of £380 plus VAT.
3. Clearing overgrown shrubbery at the end of Lower Street, Wash Road off Noak Hill Road and Kenilworth Place Sheltered Housing, at a cost of £100 plus VAT.

Resolved: That the Council agreed expenditure totalling £580 plus VAT to P Thomas Landscapes to complete the above works.

Resolved: That the Clerk inform Basildon Borough Council of the Parish Council's intention to complete these works.

79/2026/02 Essex County Council Salt Bag Partnership

The Council received a report detailing the Essex Salt Bag Partnership.

Resolved: That the Parish Council decline the offer to participate in Essex County Council's Salt Bag Partnership.

Cllr Bateman had declared an Other Registerable Interest in the following agenda item, as he had previously worked with Achievement Through Football (ATF).

79/2026/03 Achievement Through Football (ATF)

The Council considered information about the work of the charity Achievement Through Football.

Resolved: That the Parish Council will arrange an informal meeting with ATF on the Wash Road field to seek further information about the services they could provide to children in Noak Bridge.

80/2026 Correspondence

No correspondence was presented.

81/2026 Date of Next Meeting – 15th July 2026. Apologies were received in advance from Cllrs Dowton and Hawkins.

82/2026 Chairman to Close the Meeting

There being no further business, the meeting closed at 8:27pm.

Signed: _____
Chairman

Date: _____