



Clerk to the Council: Elizabeth Winter
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Dear Councillors,

You are hereby summoned to attend a meeting of Great Notley Parish Council that will be held on Monday 24th February 2025 at 7.30pm in the committee room at the Great Notley Community Centre, Notley Green, Great Notley CM77 7US for the purpose of transacting the following business.

Yours faithfully

E. Winter

Elizabeth Winter
Clerk to Great Notley Parish Council

Date 18th February 2025

Members of the public and press are also cordially invited to attend the meeting.

AGENDA – MEETING OF GREAT NOTLEY PARISH COUNCIL

25/12: Apologies

25/13: Declarations of Interests

25/14: To consider and approve Minutes of the Meeting held on 20th January 2025

25/15: Public Question Time (*15 minutes total are allocated to this item*)

25/16: Reports

25/16.1 Report from County Councillor

25/16.2 Report from District Councillor

25/16.3 Reports from Councillors attending external meetings

25/17: Parish Clerk's Report

25/18: Financial Matters

25/18.1 Bank Reconciliations and Statements

25/18.2 Payments & Receipts for approval

25/19: Substantive matters for consideration

25/19.1: To approve the Financial Risk Assessment 2024-25

25/19.2: To approve the Data Audit 2024-25

25/19.3: To approve the updated Asset Register 2025

25/19.4: To discuss the potential for the provision of Allotments

25/19.5: To consider initial planning for Environmental Improvements within the locality

25/19.6: To discuss plans to mark 'VE Day 80' on 8th May 2025

25/19.7: To consider a Grant Application from NGCA for the Summer Fete

25/19.8: To discuss Document Retention with the Essex Records Office

25/19.9: To discuss GNT arrangements for next edition of the magazine

25/19.10: To consider BDC's PPOSS Parish and Town Council Survey

25/20 Planning applications, Tree Preservation Orders and other planning matters

25/20.1 New Applications within the Parish

To Note

Chelmsford Local Plan – Pre-Submission (Regulation 19) Document

To Note (Deadlines occurred prior to this meeting):

24/02546/FUL - Plots 1-5 Horizon 120 London Road Great Notley Essex

Change of use of employment buildings (EOS, Plots 1 to 5) from Use Class E(g)(iii) Industrial Process to Use Classes E(g)(i) Office, E(g)(ii) Research and Development, E(g)(iii) Industrial Process and (B8) Storage or Distribution (or a combination of those uses) and associated development (re-consulted, deadline 6th February 2025) –

Pending Consideration by BDC

For Notification only (no third party comments sought):

25/00265/PLD – 260 Avenue West Skyline 120 Great Notley Essex CM77 7AA

Application for Certificate of Lawfulness for a proposed use - building to be used for Class E (light industrial)

25/00298/NMA - Land West Of Horizon 120 Phase 2 Horizon Boulevard Great Notley Braintree Essex

To Consider:

Application No.	Application

25/00225/TPO	55 Windermere Drive Great Notley Essex CM77 7UB - Notice of intent to carry out works to trees protected by Tree Preservation Order TPO 11/2010 G1- 2no. Oak Trees - Crown reduction of 1.5m both trees back to previous pruning points by 1m width. – Deadline 10 th March 2025
25/00305/HH	Penteira Queenborough Lane Braintree Essex CM77 7QD – Partial two storey extension, single storey rear extension, alterations to roof, front porch and internal alterations.

25/20.2 To note results of previous planning applications

Application No.	Application	Result
24/00917/TPO	3 Thirlmere Close Great Notley Essex CM77 7UL - Notice of intent to carry out works to trees protected by Tree Preservation Order TPO	Granted
24/02086/TPO	The Oaks 26 Buttermere Great Notley Essex CM77 7UY - Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 11/2010 -G4 6 no. Oak trees. Crown reduction of 2m and removing dead wood	Remains Pending Decision (determination deadline 20 th November 2024)
24/02445/TPO	Area To The Front Of Anjuna House 15 Crummock Close Great Notley Essex CM77 7UP - Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 25/2010-G1 034f - Oak; Crown reduction, re-reducing lateral branches on all sides by up to 1m beyond previous reduction points. Reason: To maintain trees canopy spread, removing potential deadwood and/or weakened branches from falling on adjacent driveway	Pending Decision (determination deadline 9 th January 2025)
24/02526/HH	Penteira Queenborough Lane Braintree Essex CM77 7QD – Partial two storey extension, single storey rear extension, alterations to roof, front porch and internal alterations	Refused
24/02444/FUL	Plots 6-8 Horizon 120 London Road Great Notley Essex – Employment buildings comprising up to 12,300sqm (GIA) of floorspace for uses falling within Use Classes E(g)	Pending Decision (determination deadline 28 th February 2025)

25/21 To suggest any matters to be raised for next agenda

25/22 Chairman to close the meeting