



Clerk to the Council: Elizabeth Winter
E-mail: greatnotleyclerk@gmail.com
Phone: 07585232933

Dear Councillors,

You are hereby summoned to attend a meeting of Great Notley Parish Council that will be held on Monday 22nd September 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 17th September 2025

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

AGENDA – MEETING OF GREAT NOTLEY PARISH COUNCIL

25/81: Apologies

25/82: Declarations of Interests

25/83: To consider and approve Minutes of the Meeting held on 14th July 2025

25/84: Public Question Time (*15 minutes total are allocated to this item*)

25/85: Reports

25/85.1 Report from County Councillor

25/85.2 Report from District Councillor

25/85.3 Reports from Councillors attending external meetings

25/86: Parish Clerk's Report

25/87: Financial Matters

25/87.1 Bank Reconciliations and Statements

25/87.2 Payments & Receipts for approval

25/88: Substantive matters for consideration

25/88.1: To receive the External Audit Report & Certificate of Conclusion from PKF Littlejohn

25/88.2: To consider the new Assertion 10 for the AGAR for 2025/26 and its implications for the Parish Council

25/88.3: To receive the draft action plan for Remembrance Sunday 2025

25/88.4: To receive the Operational Inspection Report for Levens Way Play Park

25/88.5: To discuss the newly installed Electric Shutters to the Storage Unit

25/88.6: To discuss the cycle hoops outside Panners Coffee Bar

25/88.7: To consider a resident's complaint concerning the Shell Garage on London Rd

25/88.8: To consider ECC's consultation on Essex Transport Strategy

25/88.9: To receive an update on the provision of Allotments

25/89 Planning applications, Tree Preservation Orders and other planning matters

25/89.1 New Applications within the Parish

Applications for which the deadline has already passed:

- 25/01573/TPO - Notice of intent to carry out works to trees protected by Tree Preservation Order TPO 11/2010 -G4 T1 Oak - Crown reduction by 2.5 to 3 m back to previous pruning points - 18 Buttermere Great Notley Essex CM77 7UY
- 25/01756/HH - Conversion of carport to habitable accommodation & alteration to fenestration - 26 Cuckoo Way Great Notley Essex CM77 7YG
- 25/01747/FUL – Proposed single storey flat roof extension – White Court Primary School Ennerdale Avenue Great Notley Essex CM77 7UE
- 25/01855/TPO – Notice of intent to carry out works to trees protected by Tree Preservation Order TPO 10/10 Pollard 1 No. Lime Tree by 2 to 2.5 mtrs to previously agreed growth points.

To Consider:

Application No.	Application
25/01936/TPO	Public Amenity Woodland Windermere Drive Great Notley Essex - Notice of intent to carry out works to trees protected by Tree Preservation Order TPO 25/2010 - W1:
25/02040/TPO	14 Derwent Way Great Notley Essex CM77 7UH – Notice of intent to carry out works to tree protected by Tree Preservation Order 10/10 T7 Lime Tree - All epicormic growth at the base of the tree to be cut back to ground/stem. A 3 m stem clean/crown lift. To include all 5

	multi-stems. 1.5 - 2 m crown reduction. 1.5 m on the property/driveway side using previous pruning points as a guide, and 2 m over the rest of the canopy including height. 10% crown clean/thin of branches up to and including 25 mm in diameter.
--	---

25/89.2 To note results of previous planning applications

Application No.	Application	Result
25/01100/FUL	Verge Adjacent A131 London Road Great Notley Essex – Proposed construction and operation of a micro energy storage project – Deadline 18 th June 2025	Application Withdrawn
25/01315/ADV	7 The Square Notley Green Great Notley Essex CM77 7WT – Signage to include: 2no. Internally illuminated fascia signs – Deadline 14 th July 2025	Granted
25/01370/TPO	21 Langdale Great Notley Essex CM77 7XA – Notice of intent to carry out works to trees protected by Tree Preservation Order 11/2010 -G4 T1 & T2 Oak - Crown reduce back by 2m on footpath side. Prune back from property and pathway – Deadline 17 th July 2025	Application Pending Consideration
25/01338/TPO	25 Langdale Great Notley Essex CM77 7XA – Notice of intent to carry out works to trees protected by Tree Preservation Order 11/2010 -G4: T1 Lime tree-removal of growth on stem & re pollard back 3 metres – Deadline 29 th July 2025	Application Pending Consideration
25/01501/HH	8 Great Notley Avenue Great Notley Essex CM77 7UW – Proposed single storey rear extension & insertion of new side window – Deadline 5 th August 2025	Granted

25/90 To suggest any matters to be raised for next agenda

25/91 Chairman to close the meeting