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MINUTES

Minutes of the Great Easton and Tilty Parish Council meeting held at 7.00pm on Thursday 27 November 2025 in the Function Room of the Three Horseshoes, Duton Hill.

Present:

Councillors

Cllr T Martens (Chairman), Cllr M Benterman, Cllr J England, Cllr D Hahn, Cllr J Heath, Cllr C Hurst and Cllr P Neale.

Clerk: Kate Rixson

3 members of the public and District Councillor Haynes attended. Cllr Martin Foley was unable to attend and had sent apologies.

	The Chairman opened the meeting at 7.00 pm
11.25.01	<p>Apologies for absence</p> <p>Cllr Stevens was unable to attend as he was abroad. The reason for absence was accepted by resolution.</p>
11.25.02	<p>Declarations of Interest</p> <p>None.</p>
11.25.03	<p>Minutes of the previous Parish Council meeting</p> <p>The minutes of the Parish Council meeting on 25 September 2025 were approved as an accurate record and duly signed by the chairman.</p>
11.25.04	<p>Public participation</p> <p>No questions were raised.</p>
11.25.05	<p>District and County Councillors' reports</p> <p>Cllr Foley was thanked in his absence for his reports and updates, which had been circulated. It was noted that he was pressing for the replacement of missing or damaged road signs along the B184 including through Great Easton and Duton Hill.</p> <p>Cllr Haynes reported that the Local Plan has been modified and will be considered by the full council once the Examiner's report is available, probably in the Spring of 2026. He advised that the Neighbourhood Plan should be completed as soon as possible as it would be influential. UDC officers are available to help.</p> <p>The proposals to reorganise local government in Essex (into unitary authorities made up of three or more existing district or city councils) were out for consultation via the gov.uk website. There was an online questionnaire for completion, and residents should be encouraged to submit their views.</p> <p>Uttlesford still had grants available for zero-carbon projects for local communities. It was unlikely that Uttlesford would achieve its own zero-carbon goal by 2030 as planned, since this would entail completing several different projects such as refitting housing with new heating systems and finding suitable electric waste collection vehicles, for example. This would be difficult and expensive.</p> <p>The district council budget would be fixed in January and if parish councils have views on priorities for spending, they should make these known.</p> <p>Item 15 was raised with Cllr Haynes. Planning application UTT/25/3015/FUL concerning Woodlands, Grange Green, Tilty, was discussed at this point in the meeting, by agreement. The council was concerned about the new dwelling's effect on the neighbouring important listed buildings and scheduled monument. The design was considered unsuitable and unsympathetic to the surroundings and position of the site, which could be seen from a distance. The decision on the application was currently to be made by an officer but the council asked for the matter to be called in to the planning committee for a decision if the officer recommended approval. It was agreed that the clerk would summarise the reasons for calling in and send these to Cllr Haynes. He would ask Cllr</p>

	<p>Foley to consider requesting a call-in. Action: Clerk</p> <p>The chair briefly commented on Item 8 (Neighbourhood Plan) to update Cllr Haynes. See below at 11.25.08 also.</p>
11.25.06	<p>Reports from Chair and councillors</p> <p>New placement for Great Easton beacon Although a new position in the Great Easton park had been selected and marked, concerns about the effect of a lit beacon on horses nearby had been raised and it seemed this position would not be possible after all. It was agreed that Cllr Neale would ask the owner of the current site to place the beacon on its side in the village hall car park until a new position could be found. Action: Cllr Neale</p> <p>Parking next to Tilby church Cllr Stevens would be reporting on the results of his discussions at the next meeting.</p> <p>Speeding issues Cllr Martens had spoken to the resident who had requested controls on speeding and/or a speedwatch group and revisited the advice given to the council three years previously and passed this on to the resident. The police had strict requirements for a speedwatch group and/or a VAS sign, which both Duton Hill and Great Easton would struggle to meet. However it was agreed that any proposals brought to the council would be considered.</p>
11.25.07	<p>Clerk's report on issues not listed separately on the agenda This had been circulated and put on the website and was taken as read.</p>
11.25.08	<p>Neighbourhood Plan – report and decisions The chair of the Neighbourhood Plan Steering Group reported in person. The response to the residents' survey had been good, i.e. 40% of households had responded. The answers were being analysed and would be presented to the council, probably in January. The Group would be promoting the Housing Needs Survey soon. The aim was to deliver the survey to each household in mid-January, and the answers would go directly to the Rural Community Council of Essex which was managing the survey on the parishes' behalf. The survey would be publicised in the parish magazine and by signs around the parishes. Subsequently the Group would be working on a Design Code and probably on an environmental survey. It was planned to add a section on history and archaeology and the local history and archaeology society would be assisting with that. Planning policy in the Neighbourhood plan would be drafted by RCCE. The Neighbourhood Plan had to reflect the adopted Local Plan therefore it was important to know when this would be adopted by the district council (local planning authority) and the contents of the local plan as soon as possible. The budget for completing the NP had been considered and the group confirmed that it was still realistic – expenditure would be minimised. The £5,000 available from the district council had not yet been used up. The chair of the group was thanked for his report. The clerk would check the likely date for adoption of the Local Plan. Action: Clerk</p>
11.25.09	<p>Approve Terms of Reference of the Parks Working Group A draft had been circulated and placed on the website. After discussion the draft was approved unanimously. The council confirmed that residents with expertise and interest would be called on as issues arose.</p>
11.25.10	<p>Parks Working Group report and decisions A meeting of the group would take place on Saturday 29 November when five out of the six members could attend. It was noted that it had been very difficult to find a meeting date as members were heavily committed elsewhere. The group planned to use the meeting to walk around both parks, cataloguing existing facilities and considering issues already notified. It would report back to the council with recommendations. Action: Cllrs Benterman and Hurst</p>
11.25.11	<p>Parish Council financial reports The council noted receipts of £58,614.78 and payments of £47,341.34 up to 31 October 2025. The balance in the cash book was noted to match the bank account balance of £55,510.03 on 31 October 2025. This included £5,300 earmarked reserves for the Burns Playing Field biodiversity project.</p>

11.25.12	<p>To consider the parish council draft budget for 2026-27 and approve if agreed</p> <p>The draft having been prepared by Cllr Stevens who was absent, it was agreed to defer this item to the meeting on 15 January 2026. This would allow time for the updated tax-base figures (due 5 December 2025) to be considered before the precept demand was decided.</p>																								
11.25.13	<p>Financial Decisions</p> <p>The following proposals were approved:</p> <ul style="list-style-type: none"> • to replace the union flag at the Village Hall at a cost of up to £45 and to dispose of the existing flag • To commission a sign for the Rivershed at Burns Playing Field acknowledging funding from HM Government as required under the terms of the grant received from Uttlesford District Council for renovations and repairs, at a cost of approximately £130. The clerk was asked to review the wording. <p>Action: Clerk</p> <ul style="list-style-type: none"> • To set up a standing order of £12 per year to the Friends of Historic Essex for the parish council's membership/subscription (the membership having been approved in principle earlier in the current financial year) • A payment of a Chairman's Allowance of £30.85, for hospitality for the council's honorary auditor. 																								
11.25.14	<p>Planning applications, decisions and progress on planning matters</p> <p>Consideration of commenting on applications and appeals notified</p> <p>The following new applications were considered.</p> <table border="1" data-bbox="203 811 1442 961"> <thead> <tr> <th data-bbox="203 811 441 849">Application</th><th data-bbox="441 811 759 849">Purpose</th><th data-bbox="759 811 1097 849">Address</th><th data-bbox="1097 811 1442 849">Deadline to comment</th></tr> </thead> <tbody> <tr> <td data-bbox="203 849 441 923">25 2674 LB</td><td data-bbox="441 849 759 923">Install Gigaclear connection</td><td data-bbox="759 849 1097 923">Little Gerrans, Andrews Farm</td><td data-bbox="1097 849 1442 923">24-Nov</td></tr> <tr> <td data-bbox="203 923 441 961">25 3015</td><td data-bbox="441 923 759 961">demolish+new house</td><td data-bbox="759 923 1097 961">Woodlands, Grange Grn</td><td data-bbox="1097 923 1442 961">08-Dec</td></tr> </tbody> </table>	Application	Purpose	Address	Deadline to comment	25 2674 LB	Install Gigaclear connection	Little Gerrans, Andrews Farm	24-Nov	25 3015	demolish+new house	Woodlands, Grange Grn	08-Dec												
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	<p>The council decided not to comment on UTT/25/2674/LB.</p> <p>Application 25/3015 at Woodlands – see item 11.25.05 above.</p> <p>Since publication of the agenda the council had been asked to comment on the name of a new development at Woodside Farm - 25/00121/NEWDEV Woodside Farm. The name of Woodside Close had been proposed by the developer. The council was content with this and agreed to confirm this to the district council.</p> <p>The following decisions had been made since the last meeting of the council:</p> <table border="1" data-bbox="203 1253 1442 1575"> <tbody> <tr> <td data-bbox="203 1253 441 1292">25/2157/FUL</td><td data-bbox="441 1253 759 1292">Tudor Cottage Mill End Gn</td><td data-bbox="759 1253 1097 1292">garage conversion to house</td><td data-bbox="1097 1253 1442 1292">approved</td></tr> <tr> <td data-bbox="203 1292 441 1330">25/2199/FUL</td><td data-bbox="441 1292 759 1330">Muscombs, Broxted Rd</td><td data-bbox="759 1292 1097 1330">house</td><td data-bbox="1097 1292 1442 1330">withdrawn</td></tr> <tr> <td data-bbox="203 1330 441 1368">25/2393/CLE</td><td data-bbox="441 1330 759 1368">Unit 1, Marshes, Cherry St</td><td data-bbox="759 1330 1097 1368">storage</td><td data-bbox="1097 1330 1442 1368">refused</td></tr> <tr> <td data-bbox="203 1368 441 1442">25/2223/FUL</td><td data-bbox="441 1368 759 1442">Chapters Barn, Wolseys Chase, Duton Hill</td><td data-bbox="759 1368 1097 1442">change of use to single dwelling</td><td data-bbox="1097 1368 1442 1442">approved</td></tr> <tr> <td data-bbox="203 1442 441 1503">25/2336/OP</td><td data-bbox="441 1442 759 1503">Land south of Gallows Green Rd</td><td data-bbox="759 1442 1097 1503">access/development 5 houses</td><td data-bbox="1097 1442 1442 1503">refused</td></tr> <tr> <td data-bbox="203 1503 441 1575">Appeals 25 00023 and 00026</td><td data-bbox="441 1503 759 1575">The Dairy, Grange Green</td><td data-bbox="759 1503 1097 1575">Installation of solar panels</td><td data-bbox="1097 1503 1442 1575">Appeals dismissed</td></tr> </tbody> </table>	25/2157/FUL	Tudor Cottage Mill End Gn	garage conversion to house	approved	25/2199/FUL	Muscombs, Broxted Rd	house	withdrawn	25/2393/CLE	Unit 1, Marshes, Cherry St	storage	refused	25/2223/FUL	Chapters Barn, Wolseys Chase, Duton Hill	change of use to single dwelling	approved	25/2336/OP	Land south of Gallows Green Rd	access/development 5 houses	refused	Appeals 25 00023 and 00026	The Dairy, Grange Green	Installation of solar panels	Appeals dismissed
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11.25.15	<ul style="list-style-type: none"> • Representatives' Reports for items not shown separately on the agenda • Open spaces — It was noted that the hedge bordering the land belonging to the EWT in Duton Hill was very overgrown and obstructing the road. This had last been trimmed in 2023 by the parish council. EWT should be advised. Action: Clerk • Footpaths, road safety and highways — see above for highways authority actions • River interests — nothing currently. • Airport — nothing to report. • Community activities and events — <ul style="list-style-type: none"> ○ The Duton Hill Community Association would be holding a Special General Meeting on 9 December to approve a new constitution to become a Charitable Incorporated Organisation. This would then need to be registered as such by the Charity Commission. As a CIO, the Association would be able to own land and operate as a body. DHCA had applied for a grant from the Community Initiative Fund 2025 with the endorsement of Cllr Foley, to help with the cost of buying the land owned by the EWT in 																								

	<p>Duton Hill, if it were again put up for sale. Community activities in December would include wreathmaking and turning on the Christmas lights.</p> <ul style="list-style-type: none"> ○ The Great Easton Community Association would be putting up the Christmas tree on the green at the end of November. A winetasting event was arranged for 29 November and Christmas parties for local children and senior citizens would be taking place. As well as the regular coffee morning on 2 December, there would be wreathmaking in the hall on 7 December. Carol-singing was arranged for 23 December. ● Easton AFC — nothing to report ● IT, website, communications — Cllr Hahn reported that council email communication had been adversely affected by the recent global network outage of the internet infrastructure company Cloudflare on 18 November and by Microsoft asking users to enter their passwords. The issues should now be resolved but he would guide councillors on resetting passwords if needed. The problems should be resolved by 28 November. <p>The music system in the village hall had been enhanced by adding a Bluetooth receiver. Currently the switch and connections were locked behind a panel so needed to be set up for each hirer but this would be revised soon.</p>
11.25.16	<p>Items for inclusion on the next council meeting agenda or in the Five Parishes magazine</p> <p>See above for future agenda items.</p> <p>The finance/budget group (Cllr England, Cllr Benterman and Cllr Stevens) would be meeting to finalise the draft budget which would be considered in the January meeting of the council.</p> <p>The item for the magazine could mention the Five Parishes Baby and Toddler Group which was not currently meeting and needed new organisers. Action: Clerk</p>
11.25.17	<p>The date, venue and time of the next meeting</p> <p>Confirmed as Thursday 15 January 2026 at 7pm at the Great Easton Village Hall.</p>
11.25.18	<p>Motion to exclude the public and press</p> <p>The motion under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 was proposed and carried unanimously in relation to the following item which was of a confidential nature.</p>
11.25.19	<p>Actions to be taken in connection with the retirement of the Proper Officer</p> <p>It was unanimously resolved to appoint Elizabeth Beckett as Proper Officer and Clerk from a date to be agreed. The retiring clerk would remain as Responsible Financial Officer until 31 March 2026.</p>
	<p>There being no further business the meeting closed at 8.25pm</p>

Great Easton & Tilty Parish Council

9 January 2026 (2025-2026)

PAYMENTS & RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
124	Essex Wildlife Trust	03/11/2025		Great Easton & Tilty	Essex WT 161418	Payment - Essex Wildlife	Essex Wildlife Trust	E	-50.00		-50.00
											-50.00
127	Office exes:Stationery, toner.	10/11/2025		Great Easton & Tilty	A59820A	Payment - VOIP phone 01371 4	Andrews and Arnold Ltd	S	-1.58	-0.32	-1.90
											-1.90
125	Internet	13/11/2025		Great Easton & Tilty	Gigaclear C291538	Payment - Gigaclear	Gigaclear	S	-47.64	-9.53	-57.17
											-57.17
128	Wreaths Royal British Legion	14/11/2025		Great Easton & Tilty	GECA RBL Wreath	Payment - Poppy Wreath	GECA	E	20.00		20.00
											20.00
126	Admin: Pension costs	17/11/2025		Great Easton & Tilty	Essex Pension Fun	Payment - Pension Conts to EP	Essex Pension Fund	E	-203.12		-203.12
126	Comm Supp:Pension cost	17/11/2025		Great Easton & Tilty	Essex Pension Fun	Payment - Pension Conts to EP	Essex Pension Fund	E	-87.05		-87.05
											-290.17
130	Admin:Clerk Salary	21/11/2025		Great Easton & Tilty	salary Nov 25	Payment - Clerk Salary	Katherine Rixson	X	-582.72		-582.72
											-582.72
132	Office Exes:Ext aud fee + othe	21/11/2025		Great Easton & Tilty	ICO ref ZB471533	Payment - Office expenses	Information Commissioner'	E	-47.00		-47.00
											-47.00
130	Comm Supp:Clerk Salary	21/11/2025		Great Easton & Tilty	salary Nov 25	Payment - Clerk Salary	Katherine Rixson	X	-249.73		-249.73
											-249.73
133	Finance software	25/11/2025		Great Easton & Tilty	Starboard Systems	Payment - Scribe	Scribe Accounts	S	-345.60	-69.12	-414.72
											-414.72
131	Admin: Staff exes Mileage post	01/12/2025		Great Easton & Tilty	EE Topup Vesta	Payment - Clerk's mobile phone	EE mobile	S	-2.62	-0.53	-3.15
											-3.15
129	Essex Wildlife Trust	01/12/2025		Great Easton & Tilty	Essex WT 161418	Payment - Essex Wildlife	Essex Wildlife Trust	E	-50.00		-50.00
											-50.00
131	Commun supp staff exes mileage	01/12/2025		Great Easton & Tilty	EE Topup Vesta	Payment - Clerk's mobile phone	EE mobile	S	-1.12	-0.23	-1.35
											-1.35
135	Prof subs+Affiliations+Member	04/12/2025		Great Easton & Tilty	UALC 2025-26	Payment - UALC	Uttlesford Association of L	X	-5.00		-5.00
											-5.00
134	Office exes:Stationery, toner.	08/12/2025		Great Easton & Tilty	A59820A I2520254	Payment - VOIP phone 01371 4	Andrews and Arnold Ltd	S	-1.60	-0.32	-1.92
											-1.92
138	Internet	15/12/2025		Great Easton & Tilty	Gigaclear C291538	Payment - Gigaclear	Gigaclear	S	-47.64	-9.53	-57.17
											-57.17
143	Prof subs+Affiliations+Member	16/12/2025		Great Easton & Tilty	2025-26 GrtEaston	Payment - Subscription	Friends of Historic Essex	E	-12.00		-12.00
											-12.00
140	Admin: Pension costs	16/12/2025		Great Easton & Tilty	Essex Pension Fun	Payment - Pension Conts to EP	Essex Pension Fund	E	-203.12		-203.12
											-203.12
146	Office Exes:Ext aud fee + othe	16/12/2025		Great Easton & Tilty	Chair's allowance	Payment - Chairman's allowance	Tristan Martens	X	-30.85		-30.85
											-30.85
140	Comm Supp:Pension cost	16/12/2025		Great Easton & Tilty	Essex Pension Fun	Payment - Pension Conts to EP	Essex Pension Fund	E	-87.05		-87.05
											-87.05

Great Easton & Tilty Parish Council

9 January 2026 (2025-2026)

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
144	Flag	16/12/2025		Great Easton & Tilty	SP Piggotts flags C	Payment - Flag	Piggotts	S	-56.62	-11.33	-67.95 -67.95
145	Water Rivershed	19/12/2025		Great Easton & Tilty	Castle ref PR10011	Payment - Water supply Rivers	Castle water	S	-14.94	-2.99	-17.93 -17.93
141	Admin: Staff exes Mileage post	30/12/2025		Great Easton & Tilty	EE Topup Vesta	Payment - Clerk's mobile phone	EE mobile	S	-2.62	-0.53	-3.15
141	Commun supp staff exes milea	30/12/2025		Great Easton & Tilty	EE Topup Vesta	Payment - Clerk's mobile phone	EE mobile	S	-1.12	-0.23	-1.35 -4.50
								Total	-2,110.74	-104.66	-2,215.40

Great Easton & Tilty Parish Council

	Bank Reconciliation at 01/01/2026		
	Cash in Hand 01/04/2025		44,236.59
	ADD Receipts 01/04/2025 - 01/01/2026		58,720.94
			102,957.53
	SUBTRACT Payments 01/04/2025 - 01/01/2026		49,531.74
A	Cash in Hand 01/01/2026 (per Cash Book)		53,425.79
	Cash in hand per Bank Statements		
	Great Easton & Tilty Parish Council 01/01/2026	25,787.48	
	Unity Trust Bank deposit account 01/01/2026	27,638.31	
			53,425.79
	Less unpresented payments		
			53,425.79
	Plus unpresented receipts		
B	Adjusted Bank Balance		53,425.79
	A = B Checks out OK		

Great Easton & Tilty Parish Council

9 January 2026 (2025-2026)

Detailed Budget Summary

All Cost Centres and Codes (Between 01/04/2025 and 09/01/2026)

Last Year 2024-2025				Current Year 2025-2026								Next Year			
Administration		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
41	Antivirus MBytes software			50.00	24.99				52.00	24.99			24.99		
37	Admin: Pension costs			1,960.00	2,342.06				2,040.00	1,821.80			1,821.80		
7	Admin: Staff exes Mileage postage phones			105.00	45.36				105.00	59.90			59.90		
4	Admin:Clerk Salary			6,545.00	6,783.93				6,810.00	5,251.88			5,251.88		
45	Admin:Correcting error						73.00		73.00			25.00			25.00
22	Admin:Legal servs Solicitor			350.00					365.00						
38	Admin:PAYE			1,295.00	656.08				1,350.00	699.90			699.90		
28	Advertising costs														
15	Elections Costs to UDC			500.00					520.00						
59	Finance software			400.00	345.60				416.00	345.60			345.60		
8	Insurance			1,850.00	1,764.36				1,925.00	2,056.83			2,056.83		
27	Internet			450.00	831.00				468.00	454.26			454.26		
44	Office Exes:Ext aud fee + other disbrsmnts			250.00	568.28				260.00	431.85			431.85		
6	Office exes:Stationery, toner.	108.60		80.00	369.49		51.27		51.27	210.00	365.27			365.27	
5	Prof subs+Affiliations+Membership			500.00	564.72				520.00	493.47			493.47		
3	Prof supp Payroll service			320.00	335.00				335.00	325.00			325.00		
32	Prof supp: Locum Clerk services			440.00					460.00						
23	Training -Staff exes			100.00					105.00						
14	Website, email service			600.00	513.07				624.00	178.08			178.08		
SUB TOTAL		108.60	15,795.00	15,143.94			124.27		124.27	16,565.00	12,533.83			12,533.83	

Last Year 2024-2025				Current Year 2025-2026								Next Year			
Grants and Donations		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
69	Charitable								210.00				210.00		

26	Community Associations												
25	Essex Wildlife Trust		600.00	650.00				600.00	450.00			450.00	
29	Grants donations to parish projects inc s137		2,000.00	10.00				2,080.00					
50	Purchase for hall												
24	Stansted Airport Watch		500.00					520.00					
58	Toddler group grant		600.00	1,122.50				620.00					
19	Wreaths Royal British Legion	40.00	20.00	60.00				25.00	40.00			40.00	
	SUB TOTAL	40.00	3,720.00	1,842.50				3,845.00	700.00			700.00	

Income	Last Year 2024-2025						Current Year 2025-2026						Next Year		
	Receipts		Payments		Receipts		Payments		Receipts		Payments		Receipts	Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
12	DUFC Rent	120.00													
42	Grants (unrestricted or reimbursement)						1,028.11		1,028.11						
43	Hall hire in error														
21	Interest				40.00		138.31		138.31						
11	Precept	49,000.00	49,000.00			51,000.00	51,000.00		51,000.00						
48	VAT refund														
47	VAT refund		3,777.10		515.92										
	SUB TOTAL	49,120.00	52,777.10		515.92	51,040.00	52,166.42		52,166.42						

Asset	Last Year 2024-2025						Current Year 2025-2026						Next Year		
	Maintenance +	Receipts		Payments		Receipts		Payments		Receipts		Payments		Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
74	Flag										56.62		56.62		
17	Flowers&planting			100.00	85.00				105.00		130.00		130.00		
9	Maintenance: benches, bus shelters, planters			500.00	678.50				520.00		125.00		125.00		
34	Open spaces: arboriculture care			4,640.00	1,100.00				4,830.00		200.00		200.00		
1	Open spaces: Grass Cutting			10,000.00	11,570.00				10,400.00		9,045.00		9,045.00		
16	Open spaces: Hedge Cutting			1,500.00	920.00				1,560.00		1,360.00		1,360.00		
39	Open spaces: Tree inspection			55.00					60.00						
46	Open spaces:Weeds			50.00					50.00						
10	Playground safety inspection			150.00	420.00				160.00		80.00		80.00		

30	Playgrounds Equipmt mtce+replace	300.00	128.00	315.00	6,214.25	6,214.25
33	River bank management	3,000.00	345.00	3,120.00		
31	River:Hogweed spraying	1,825.00	1,822.00	1,900.00	1,822.00	1,822.00
	SUB TOTAL	22,120.00	17,068.50	23,020.00	19,032.87	19,032.87

Neighbourhood Plan	Last Year 2024-2025						Current Year 2025-2026						Next Year	
	Receipts		Payments		Receipts		Payments		Receipts		Payments		Receipts	Payments
Code Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
70	N P Open day									36.62			36.62	
68	N Plan Publicity									1,110.89			1,110.89	
67	N Plan Stationery									564.17			564.17	
72	N Plan website									600.00			600.00	
73	Reimbursement from UDC					1,074.41		1,074.41						
	SUB TOTAL					1,074.41		1,074.41		2,311.68			2,311.68	

Community Support	Last Year 2024-2025						Current Year 2025-2026						Next Year	
	Receipts		Payments		Receipts		Payments		Receipts		Payments		Receipts	Payments
Code Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
56	Comm Supp: Legal servs Solicitors		150.00						155.00					
51	Comm supp: Non-routine waste removal													
52	Comm Supp:Clerk Salary		2,805.00	2,907.43					2,920.00	2,250.77		2,250.77		
53	Comm Supp:Pension cost		840.00	1,003.75					875.00	780.79		780.79		
55	Commun supp staff exes mileage post phones		50.00	11.20					55.00	11.20		11.20		
66	Defib pads_batteries									155.85			155.85	
2	Electricity in Burns Rivershed		350.00	162.68					380.00	141.44		141.44		
18	Garden Waste Skip		1,800.00	3,294.00					1,875.00					
57	NP Prof fees		500.00						520.00	160.00		160.00		
35	NPSG admin support			128.36										
54	PAYE:Community supp		555.00	281.18					580.00	299.96		299.96		
40	Special constable													
71	Water Rivershed									61.13			61.13	
	SUB TOTAL		7,050.00	7,788.60					7,360.00	3,861.14		3,861.14		

Recreation	Last Year 2024-2025						Current Year 2025-2026						Next Year		
	Receipts		Payments		Receipts		Payments		Receipts		Payments		Receipts	Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
61	Easton AFC Rent LLane		120.00			120.00		120.00	120.00						
36	Easton AFC: Waste Laundry Lane			200.00						210.00					
60	LL waste collection				198.00										
SUB TOTAL		120.00	200.00	198.00	120.00	120.00	120.00	210.00	210.00						

Earmarked reserves	Last Year 2024-2025						Current Year 2025-2026						Next Year		
	Receipts		Payments		Receipts		Payments		Receipts		Payments		Receipts	Payments	
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
65	Grant for Biodiversity on Burns						6,300.00		6,300.00				1,000.00	1,000.00	
64	Grant for Play equipment		1,400.00												
62	Grant for Rivershed refurbishment	10,000.00		3,120.00						7,326.00			7,326.00		
63	Neighbourhood Plan grants	1,150.00		1,150.00			-1,074.41		-1,074.41						
SUB TOTAL		12,550.00		4,270.00		5,225.59	5,225.59		8,326.00		8,326.00				

Summary

TOTAL	49,120.00	65,595.70	48,885.00	46,827.46	51,160.00	58,710.69	58,710.69	51,000.00	46,765.52	46,765.52
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PARISH COUNCIL BUDGET

2026/2027 Calculation

Description	Scribe Code		2025/6 Estimate	2025/26 Sub-Total	Inflation Increase (Approx 4%)	Explanation of Change	Cost Area Estimate 2026/27
Staff Costs	4	Salary (70%)	6810				
	37	Pension Costs (70%)	2040				
	38	PAYE (70%)	1350	10200	10625	Inflation Only	
Staff Expenses	7	Mileage, Postage, Phones	105				
	23	Training	105	210	220	Inflation Only	
Office Expenses	6	Stationery, Toner	500				
	44	Office Disbursements	400	900	950	Reflects Actual Spend	
Infrastructure & Support	41	Anti-Virus Software	52				
	27	Internet	468				
	14	Website Costs	624				
	59	Finance IT Costs (Scribe)	416	1560	1600	Inflation Only	
Professional Support	3	Payroll Service	335				
	22	Legal Services	365				
	32	Locum Clerk Services	460	1160	3000	Provision for Clerk Handover Costs	
Professional Subscriptions	5	Affiliations	520	520	540	Inflation Only	
Insurance	8	Public Liability including Loss/Damage	1925	1925	2200	Reflects Actual Spend	
Internal Correcting Errors	45	Correcting Errors	25		0	Reflects Actual Spend	
Election Costs	15	Uttlesford District Council	520	520	0	Reflects Actual Spend	
Advertising Costs	28	Advertising Costs etc.	0	0	0		19135 Administration 30.27
Playgrounds	10	Safety Inspection Regime	160	250			
	30	Equipment Maintenance & Replacement	315	500	750	Increase Maintenance (new equipment)	
Playing Fields and Public Space	1	Grass Cutting	10400				
	16	Hedge Cutting	1560				
	39	Tree Inspection Regime	60				
	34	Arboricultural Care	4830				
	46	Weed Care	50	16900	17575	Inflation Only	
River	31	Hogweed Spraying	1900				
	33	Bank Management	3120	5020	5220	Inflation only	
Benches, Flower Beds, Bus Shelters and Notice Boards	17	Flowers	105				
	9	Routine Maintenance and New Boards	520	625	1650	Inflation + New Boards	25195 Asset Maintenance 39.86
Clerk Support to Community Projects	52	Salary (30%)	2920				
	53	Pension (30%)	875				
	54	PAYE (30%)	580				
	7	Mileage, Postage, Phones	155				
	56	Legal Services	50				
	55	Staff support Costs	0				
	66	Purchases	0	4580	5500	Provision for additional equipment for Clerk Handover	
Neighbourhood Plan	57	Professional Support	520	7500			
	70	Administration Costs	0	500			
	68	Publicity	0	500			

	67	Printing/Stationery	0	1000				
	72	Website	0	750				
	35	Admin Support	0	500				
					10750	Provision for Support to Deliver NP		
RiverShed	71	Water/Electric Supply	0			200	Provision for Additional Costs	
Police Service Support	40	Special Constable Provision	0	0		0		
Easton AFC	2	Electricity at Burns	380					
	36	Waste Service at Laundry Lane	0					
			210	590		400	Allowance for Reduction in Costs	
Waste Services	18	Garden Skip Service	1875	1875		1950	Inflation Only	
Remembrance Day Wreath	19	Royal British Legion	25	25		75	Reflects Actual Spend	Community Projects
Identified Community Organisations	24	Stansted Airport Watch	520			0		
	25	Essex Wildlife Trust	600			0		
	29	Grants to Parish Projects	2080			0		
	58	Toddler Group (2nd Installment)	620			0		
	50	Purchases for GE Hall	0			0	No Provision for Local Grants for 2026/27	
	26	Community Associations	0			0		
	69	Charitable Grants (Other)	0	3820		0		Grants 0.00
			51450	Total Precept Amount				
						63205	Total Spend Amount	100.00
Income		2026/27 Income					Increase of Precept by 4.1%	
Uttlesford	11	Council Precept	51000	51000	53100			
Dunmow FC Rent	12				0			
Unknown	42							
BioDiversity Survey of Burns	65				0			
Play Equipment for GE	64				0			
Rivershed	62				0			
Neighbourhood Plan	63				0			
Interest	21				0			
Hall Hire in Error	43				0			
Vat Income	48				0			
Vat Return	47				0			
		Provision for Exceptional (up to) One Year Use of 30% of Reserves		10105		63205		
					63205			

Select name of town or parish council here:

Great Easton & Tilty

Move cursor onto cell C2

Click on drop down arrow, select your town/parish

Now work through the sheet, and enter a figure in the green cell below (cell C54)

Firstly to recap on the current year 2025/26

Town/parish taxbase (gross)

537.49

This is the number of properties in the town/parish who pay Council Tax, converted to Band D equivalents

Local Council Tax Support discounts

-11.67

This is the number of properties who receive an LCTS discount in 2025/26, converted to Band D equivalents

Town/parish taxbase (net of LCTS discounts)

525.82

This is the actual taxbase that is used to calculate the Band D council tax.

Town/parish precept for 2025/26

£51,000.00

This is the 2025/26 precept set by your town/parish council.

Town/parish taxbase for 2025/26 (net)

525.82

As above, this is the actual taxbase used to calculate the Band D council tax.

Town/parish Band D for 2025/26

£96.99

This is the precept divided by the taxbase

Secondly to give taxbase details for 2026/27

Town/parish taxbase (gross)

548.11

This is a new estimate based on current property list and discounts, and expected changes

Local Council Tax Support discounts

-11.45

This is a new estimate base on the LCTS discounts currently being given

Town/parish taxbase (net of LCTS discounts)

536.66

This is the actual taxbase that is used to calculate the Band D council tax.

ACTUAL PRECEPT REQUIRED 2026/27

£53,100

**THIS IS THE ACTUAL PRECEPT THAT SHOULD BE FORMALLY SET
BY THE TOWN/PARISH COUNCIL**

Net town/parish taxbase for 2026/27

536.66

As above. This will automatically appear

ACTUAL town/parish Band D figure 2026/27

98.95

This will be calculated automatically

increase / decrease (-)

1.96

This will be calculated automatically

% increase / decrease(-)

2.02%

This will be calculated automatically

	COUNCIL TAX BANDS							
	A	B	C	D	E	F	G	H
Ratio to Band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
2026/27	£65.97	£76.96	£87.96	£98.95	£120.94	£142.93	£164.92	£197.90
2025/26	£64.66	£75.44	£86.21	£96.99	£118.54	£140.10	£161.65	£193.98

Increase/decrease(-)	£1.31	£1.52	£1.75	£1.96	£2.40	£2.83	£3.27	£3.92
Increase/decrease(-)	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%

Please note there may be tiny changes in the percentages due to the CTax figures being rounded to 2 decimal places

Comparison	2025/26	2026/27	Increase / decrease (-)
Taxbase (gross)	537.49	548.11	10.62
LCTS discounts *	-11.67	-11.45	0.22
Taxbase (net)	525.82	536.66	10.84
Precept	51,000.00	53,100.00	2,100.00
Band D Council Tax	96.99	98.95	1.96

* A reduction in discounts is an increase in taxbase

An increase in discounts is a reduction in taxbase

Select name of town or parish council here:

Great Easton & Tilty

Move cursor onto cell C2

Click on drop down arrow, select your town/parish

Now work through the sheet, and enter a figure in the green cell below (cell C54)

Firstly to recap on the current year 2025/26

Town/parish taxbase (gross)

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Town/parish precept for 2025/26

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Town/parish taxbase for 2025/26 (net)

525.82

As above, this is the actual taxbase used to calculate the Band D council tax.

Town/parish Band D for 2025/26

£96.99

This is the precept divided by the taxbase

Secondly to give taxbase details for 2026/27

Town/parish taxbase (gross)

548.11

This is a new estimate based on current property list and discounts, and expected changes

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536.66

This is the actual taxbase that is used to calculate the Band D council tax.

ACTUAL PRECEPT REQUIRED 2026/27

£51,000

**THIS IS THE ACTUAL PRECEPT THAT SHOULD BE FORMALLY SET
BY THE TOWN/PARISH COUNCIL**

Net town/parish taxbase for 2026/27

536.66

As above. This will automatically appear

ACTUAL town/parish Band D figure 2026/27

95.03

This will be calculated automatically

increase / decrease (-)

-1.96

This will be calculated automatically

% increase / decrease(-)

-2.02%

This will be calculated automatically

	COUNCIL TAX BANDS							
	A	B	C	D	E	F	G	H
Ratio to Band D	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
2026/27	£63.35	£73.91	£84.47	£95.03	£116.15	£137.27	£158.38	£190.06
2025/26	£64.66	£75.44	£86.21	£96.99	£118.54	£140.10	£161.65	£193.98

Increase/decrease(-)	-£1.31	-£1.53	-£1.74	-£1.96	-£2.39	-£2.83	-£3.27	-£3.92
Increase/decrease(-)	-2.0%	-2.0%	-2.0%	-2.0%	-2.0%	-2.0%	-2.0%	-2.0%

Please note there may be tiny changes in the percentages due to the CTax figures being rounded to 2 decimal places

Comparison	2025/26	2026/27	Increase / decrease (-)
Taxbase (gross)	537.49	548.11	10.62
LCTS discounts *	-11.67	-11.45	0.22
Taxbase (net)	525.82	536.66	10.84
Precept	51,000.00	51,000.00	0.00
Band D Council Tax	96.99	95.03	-1.96

* A reduction in discounts is an increase in taxbase

An increase in discounts is a reduction in taxbase

Great Easton and Tilty Parish Council IT Policy

Adopted (date):

Next review (date):

1. Introduction

Great Easton and Tilty parish council recognises the importance of effective and secure information technology (IT) and email usage in supporting its business, operations, and communications.

This policy outlines the guidelines and responsibilities for the appropriate use of IT resources and email by council members, employees, volunteers, and contractors.

2. Scope

This policy applies to all individuals who use Great Easton and Tilty parish council's IT resources, including computers, networks, software, devices, data, and email accounts.

3. Acceptable use of IT resources and email

Great Easton and Tilty parish council IT resources and email accounts are to be used for official council-related activities and tasks. Limited personal use is permitted, provided it does not interfere with work responsibilities or violate any part of this policy. All users must adhere to ethical standards, respect copyright and intellectual property rights, and avoid accessing inappropriate or offensive content.

4. Device and software usage

Where possible, authorised devices, software, and applications will be provided by Great Easton and Tilty parish council for work-related tasks.

Unauthorised installation of software on authorised devices, including personal software, is strictly prohibited due to security concerns.

5. Data management and security

All sensitive and confidential Great Easton and Tilty parish council data should be stored and transmitted securely using approved methods. Regular data backups should be performed to prevent data loss, and secure data destruction methods should be used when necessary.

6. Network and internet usage

Great Easton and Tilty parish council's network and internet connections should be used responsibly and efficiently for official purposes. Downloading and sharing copyrighted material without proper authorisation is prohibited.

7. Email communication

Email accounts provided by Great Easton and Tilty parish council are for official communication only. Emails should be professional and respectful in tone. Confidential or sensitive information must not be sent via email unless it is encrypted.

Be cautious with attachments and links to avoid phishing and malware. Verify the source before opening any attachments or clicking on links.

8. Password and account security

Great Easton and Tilty parish council users are responsible for maintaining the security of their accounts and passwords. Passwords should be strong and not shared with others. Regular password changes are encouraged to enhance security.

9. Mobile devices and remote Work

Mobile devices provided by Great Easton and Tilty parish council should be secured with passcodes and/or biometric authentication. When working remotely, users should follow the same security practices as if they were in the office.

10. Email monitoring

Great Easton and Tilty parish council reserves the right to monitor email communications to ensure compliance with this policy and relevant laws. Monitoring will be conducted in accordance with the Data Protection Act and GDPR.

11. Retention and archiving

Emails should be retained and archived in accordance with legal and regulatory requirements. Regularly review and delete unnecessary emails to maintain an organised inbox.

12. Reporting security incidents

All suspected security breaches or incidents should be reported immediately to the designated IT point of contact for investigation and resolution. Report any email-related security incidents or breaches to the IT administrator immediately.

13 Training and awareness

Great Easton and Tilty parish council will provide regular training and resources to educate users about IT security best practices, privacy concerns, and technology updates. All employees and councillors will receive regular training on email security and best practices.

14. Compliance and consequences

Breach of this IT and Email Policy may result in the suspension of IT privileges and further consequences as deemed appropriate.

15. Policy review

This policy will be reviewed annually to ensure its relevance and effectiveness. Updates may be made to address emerging technology trends and security measures.

16. Contacts

For IT-related enquiries or assistance, users can contact the clerk on parish.clerk@greateastonparishcouncil.co.uk, 07984 014611, or at Great Easton Village Hall, The Endway, Great Easton, Dunmow, CM6 2HF.

All staff and councillors are responsible for the safety and security of Great Easton and Tilty parish council's IT and email systems. By adhering to this IT and Email Policy, Great Easton and Tilty parish council aims to create a secure and efficient IT environment that supports its mission and goals.

Date: _____

Signature: _____

Role: _____



Your local life-saving charity

Flight House,
The Business Centre,
Earls Colne Business Park,
Earls Colne,
Colchester, Essex, CO6 2NS

T: 0345 2417 690
E: contactus@ehaat.org
W: www.ehaat.org

Ms K Rixson
Great Easton and Tilty Parish Council

By email: parish.clerk@greateastonparishcouncil.co.uk

Tuesday 12th October 2023

Dear Ms Rixson

It has been a remarkable 25 years since Essex & Herts Air Ambulance (EHAAT) began its vital life-saving mission to assist the gravely ill and injured in need of advanced clinical care at the scene of an incident. Throughout this time, we have witnessed the power of collective compassion, dedication and generosity from people across Essex and not least from the Parish Council whose previous support has been much valued and greatly appreciated.

As we are all aware these are challenging times but we continue to rely on the generosity of funders and the local community to remain operational and I am therefore writing to politely request that the Parish Council consider supporting EHAAT again this year. Whatever contribution the Parish Council is able to make will have a direct impact on maintaining and improving this vital life-saving service for your local community.

The air ambulances and rapid response vehicles have now embarked on more than 33,000 missions; in 2022 the total number of missions recorded for the region was 2,582.

Each mission costs approx. £2,200 and it continues to cost in excess of £750,000 every month to remain operational. Despite another challenging year the charity has reached a number of landmarks, including:

- administering more than 270 pre-hospital blood transfusions;
- extending operational capability by flying the North Weald based Agusta Westland 169 (AW169) air ambulance into the hours of darkness;
- teaching Cardio Pulmonary Resuscitation (CPR) to 682 members of the public during Restart a Heart Day.
- achieving an 'outstanding' Care Quality Commission (CQC) rating following inspections carried out during August and September 2022.

It's vitally important that this free life-saving emergency medical service continues to operate 24/7 for people like Spike whose story is attached. We hope that the Parish Council will consider supporting EHAAT again this year and ultimately help secure the service for the future.

Please don't hesitate to contact me if you have any questions. Thank you for your time and I look forward to hearing from you.

Yours sincerely

Mrs Aderyn Gillett
Trusts & Special Projects Manager
Aderyn.gillett@ehaat.org



Spike

Fourteen-year-old Spike Sampson and his mother Carrie Courtney, had barely settled into their home when a horrific accident occurred, leaving Spike with devastating injuries and “a three per cent chance of survival”.

Spike was an avid long boarder and had been building his skills and confidence, but he was also getting to grips with the road layout near his home. On Sunday, 11th April 2021, Spike set off on his longboard. As the hill steepened and curved, he was soon travelling at 50mph, avoiding an oncoming car before hitting the curb and crashing into a 400-year-old stone wall.

“All I remember is getting up and looking at my hands. It felt like a really, really bad nosebleed, but that was it. It just goes blank from there.”

Carrie heard the air ambulance and had a terrible feeling. “I absolutely knew it was Spike. I was expecting him back at 6.30pm, so he’d been out for 25 minutes. I came off the ladder, grabbed my phone and within a few minutes I received a call from Spike’s phone, only it wasn’t him. It was a policeman.”



When the EHAAT crew arrived, they quickly stabilised Spike and placed him into a medically induced coma at the roadside before intubating and ventilating him. He was airlifted to the Major Trauma Centre at Royal London Hospital. Carrie rushed to the hospital shortly after, getting picked up in an unmarked police car and arriving in under 30-minutes.

“They said we had to get to The Royal London hospital now. I remember it being cold, looking at the speedometer, the blue lights, and my phone kept ringing. I wished it would stop. I ultimately gave my phone to the police officer in the front of the vehicle, who helped as best they could.”

Upon arriving at The Royal London Hospital, Carrie said she remembered Dr Sarah Morton from EHAAT, giving her a coffee, kneeling down and holding her hand whilst talking her through the extent of Spikes injuries, which is when “it all started to sink in.”

Spike was rushed to theatre with a fractured skull, cheekbone and eye socket, with severe damage to the right side of his brain. The team of neurosurgeons removed part [AC1] of Spike’s skull in order to relieve pressure and allow the brain to swell. After five days in hospital, Spike woke up. He was breathing unaided and could give a thumbs up. An MRI scan confirmed his brain was damaged on the right frontal lobe – that controls emotions and inhibitions.

After 16 days in hospital, Spike underwent a number of operations to repair the many fractures he had sustained, including a full facial reconstruction. After a month, Spike could swallow food, family members could pay him a visit with COVID restrictions easing and by July, he was able to return home. Spike began his rehabilitation at The Children’s Trust in Surrey in August and continued to make tremendous improvements. Carrie documented Spike’s milestones on Instagram, using the platform as a diary to keep friends and family informed on his progress.

Spike and Carrie recently visited EHAAT’s North Weald Airbase for a heartfelt reunion with the crew. Spike said: “I’ll never stop saying thank you. The air ambulance has been amazing, every step of the way.”

Carried added: “Without EHAAT, Spike wouldn’t be here. We wouldn’t be able to tell you this story of his remarkable recovery had the Critical Care Doctor and Paramedic not been there. We’ll always be so thankful for the care and support Spike has received up until now – it’s certainly been a journey!”