

KELVEDON HATCH PARISH COUNCIL

Attachment 5c – Chairman & Parish Clerk Report March 2026

- Next Parish Pump? - Tom - Feb Ian P – March John C -April Linda M – May
- LNP Community Fund – not accepted (Ecological report for Swan Pond)
- Sat Nav plaque for Eagle Lane – in place now
- BBC- Rubbish collection formal complaint – moved to Stage 2 – waiting to hear back
- Resident complaint about Blackmore Rd speeding

No more updates:

- Play area work – Potential date 24th – 26th March 2026
- Love your Bus Grant – waiting to hear back - 2 grant applications submitted – 1 for a 20B bus with 4 new return journeys to Brentwood Station £50k and 1 for marketing of these services £10.5k. The new 20B will be with Central Connect buses as NiBS are still being extremely unreliable.
- BBC – damaged planter - Received offer of £50 towards buying a new one.
/ Remuneration panel recommendations for PBA. / broken drain cover in alleyway
Brentwood Parish Council Forum (re:Planning) - cancelation? / damaged Disabled sign / NATS team? / Brentwood Parish Council Forum (re Planning) has been cancelled?
- ECC – Wow initiative for school / Bridleway damage sign - School Road x Ongar Road puddles

Pending:

Ongar – parking around camping shop - greenery also needs cutting down
New Bus Shelter
Swan Pond rain water project

KELVEDON HATCH PARISH COUNCIL

Attachment 6

February 2026 Bank Reconciliation

Unity Trust Bank Unity Current Account

T2

Sort Code: 60-83-01 Account Number:

20450889

	Details	Date	Amount
Bank Balance	Monthly Bank Statement	31-Jan-26	£47,001.07
Less Unpresented Cheques & Payments	N/A		
Less Payments			£8,755.42
SUB TOTAL			
Plus cheques not yet banked	N/A		
Plus receipts			£58,519.96
Balance in banking record		28-Feb-26	£96,765.61

United Trust Bank Business 100d -

Notice Account

Sort Code: 30-01-51. Account Number:

10034987

	Details	Date	Amount
Bank Balance			£82,936.44
Withdrawals	N/A		£0.00
Deposits			£0.00
Plus interest	3.90% 3.80%		£4,135.72
Balance in banking record			£87,072.16

TOTAL RESERVE

Hinckley & Rugby 45d - Notice Account

Sort Code: 40-05-30. Account Number:

74575938 Ref: 16040162830

	Details	Date	Amount
Bank Balance			£25,000.00
Withdrawals	N/A		£0.00
Deposits			£0.00
Plus interest	4.30%		
Balance in banking record			£25,000.00

TOTAL RESERVE

£112,072.16

FULL TOTAL

£208,837.77

Attachment 6a – Unity Trust February 2026 Bank Statement – pdf

KELVEDON HATCH PARISH COUNCIL

Attachment 9 - IT policy – word document

Attachment 10 - Assertion 10 checklist - word document

Attachment 13 – Kelvedon Hall licensing applications

Notice is hereby given that K Hatch Ltd has applied to Brentwood Borough Council for the grant of a Premises Licence in respect of Back of House, Kelvedon Hall House, Grounds and Fields, Kelvedon Hall Lane, Kelvedon Hatch, CM14 5TN.

This Premises Licence will be limited to one long weekend event (consisting of 3 days in total) to take place by the end of 31 December 2026. The maximum capacity of the festival will be 1500 event goers.

The proposed licensable activities and their hours are the provision for regulated entertainment (to include plays, films, live music, recorded music, performances of dance and anything of a similar description) and the sale of alcohol on & off the premises Thursday to Monday 09:00 to 02:00 the following morning.

Late Night Refreshment Thursday to Monday 23:00 to 03:00 the following morning.

The opening hours (as camping) will be Thursday 09:00 to Tuesday 14:00 inclusive.

The Licensing Register may be inspected at the Town Hall, Ingrave Road, Brentwood, Essex, CM15 8AY, between 8.30am and 5.00pm Monday to Thursday and between 8.30am and 4.30pm Friday, excluding public holidays. Details are also provided on Brentwood Borough Council's website at www.brentwood.gov.uk.

Any representations by a Responsible Authority or Interested Party must be made in writing to the Licensing Authority at the above address or by email to licensing@brentwood.gov.uk, by 26 March 2026.

It is an offence knowingly or recklessly to make a false statement in connection with an application. The maximum fine for which a person is liable on summary conviction for the offence is unlimited.

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PUBLIC NOTICE OF APPLICATION APPLICATION FOR A MINOR VARIATION OF A PREMISES LICENCE (Section 41A, Licensing Act 2003)

An application has been made to Brentwood Borough Council for the Minor Variation of a Premises Licence, namely at: Kelvedon Hall, Kelvedon Hall Lane, Kelvedon Hatch, Brentwood, Essex, CM14 5TN.

The proposed variation is to add 11 new conditions to the Premises Licence in relation to camping at the premise. Full details of these conditions can be requested from the council, details given below.

To vary the opening hours of the premises from the current hours of Monday to Sunday 09:00 to 23:00 to Monday to Sunday 00:00 to Midnight. There will be no change to the hours for licensable activities.

The Licensing Register may be inspected at the Town Hall, Ingrave Road, Brentwood, Essex, CM15 8AY between 8.30 am and 5.00 pm Monday to Thursday and between 8.30 am and 4.30 pm Friday, excluding public holidays.

Details are also provided on Brentwood Borough Council's website at www.brentwood.gov.uk.

Any representations by a Responsible Authority or Interested Party must be made in writing to the Licensing Authority at the above address or by email to licensing@brentwood.gov.uk by: 18 March 2026

It is a summary offence, liable to an unlimited fine on conviction, under section 158 of the Licensing Act 2003 to knowingly or recklessly make a false statement in connection with an application.

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Attachment 15 – NATs team – nothing requested was done – word doc

Attachment 16 – Environmental Report Swan Pond quote – word doc

Attachment 17 – Consulting for Swan Pond project quote – word document

Attachment 18 – Crime, Disorder, and Community Safety



Attachment 20 – Planning Applications

26/00122/TPO - 71 The Keatings Mill Lane Kelvedon Hatch Essex CM15 0XH

Group G1 Sycamore Works: Fell three stems on the side adjacent to the house. Remove four smaller stems within the group. Crown lift over the road and footpath to a suitable height. Reason for Works: To carefully reduce and manage the overhanging canopy in order to increase light penetration and alleviate potential risks to the adjacent buildings, thereby safeguarding property while maintaining tree health and amenity value TPO14/1985 - **No Objection – Pending Decision**

26/00141/HHA - 5 The Thorns Ongar Road Kelvedon Hatch Essex CM15 0DE

Formation of a front Dormer, construction of a single storey rear extension with first floor dormer, alterations to fenestration & refurbishment of existing derelict property.