

## **BELCHAMP ST PAUL & BELCHAMP OTTEN PARISH COUNCIL**

### **MINUTES OF THE BELCHAMP OTTEN ANNUAL PARISH ASSEMBLY**

**HELD ON MONDAY 7 APRIL 2025 AT THE RED LION PUBLIC HOUSE BELCHAMP OTTEN**

Present: Councillor David McKee (chairman), Cllrs Holly Chaplin, Sarah Mardon, Tony Money, and Cllr Iona Parker (Braintree District Council). In attendance: Peter Hesketh (Emergency Officer & Footpath Warden) and John Douglass (Parish Clerk). One member of the public was present.

1. Chairman's opening remarks, introduction of Councillors and apologies for absence.  
The Chairman opened the meeting and welcomed the attendees. Apologies were tabled from Cllr Hannah Rumsey, John Pheby (Tree Warden), and Cllr Peter Schwier (Essex County Council).
2. Consideration of the Minutes of the APA held on 8 April 2024.  
The minutes had been circulated to Councillors. They were unanimously approved and signed by the Chairman.
3. Matters arising.  
No matters arising were tabled.
4. Annual reports: Chairman's Report - Cllr David McKee.  
The Chairman read his report. The introduction stated: "The PC continues to undertake its regular and diverse work on behalf of parishioners including – managing the defibrillators in the two villages, reporting potholes and other problems with the roads, providing a Christmas tree on Cole Green BSP, cutting grass verges and overseeing the local Speedwatch group." The report will be circulated to Councillors, and published in full on the Parish Council website.

Footpath Warden's Report – Peter Hesketh.

Peter read his report. The report will be circulated to Councillors, and published in full on the Parish Council website. The Chairman tabled a vote of thanks to Peter for his sterling work.

Tree Warden's Report – John Pheby.

The Clerk read John's report which stated that the two horse chestnut trees and flowering cherry tree that were planted on Cole Green a couple of years ago are doing very nicely. John also submitted his resignation as Tree Warden. The Chairman tabled a note of appreciation to John for his work.

Emergency Officer's Report – Peter Hesketh.

Peter read his report. The report will be circulated to Councillors, and published in full on the Parish Council website.

5. Essex County Councillor Report – County Cllr Peter Schwier.

The Clerk summarised the ECC report. The report will be circulated to Councillors, and published in full on the Parish Council website.

6. Braintree District Councillor Report – District Cllr Iona Parker. Cllr Parker read her report. The report will be circulated to Councillors, and published in full on the Parish Council website.

7. OPEN FORUM - When electors have the opportunity to raise questions and to comment on local issues.  
No issues were raised.

The meeting closed at 8:15 pm.

Signed ..... (Chairman)

April 2026