

Sturmer Parish Council

Locum Parish Clerk/RFO: Kevin B. Money
c/o 7 Roach Vale Colchester Essex CO4 3YN
Tel: 07810781509 – email: clerk@sturmer-pc.gov.uk
Website: <https://sturmer-pc.gov.uk/>

Dear Councillor

You are summoned to attend the forthcoming meeting of Sturmer Parish Council to be held on

Tuesday 28th. July 2026 at 7.30pm in the Village Hall for the purpose of transacting the business ONLY shown on the agenda below.

KBMoney Kevin B. Money CiLCA – Locum Clerk/RFO to the Council – 22nd. July 2026

Members of the press and public are welcome to attend.

AGENDA

035/2026 Apologies for Absence

036/2026 Declarations of interest

To declare the existence and nature of any Disclosable Pecuniary, Pecuniary or Non-Pecuniary Interest relating to items on the agenda.

037/2026 To approve the minutes of the last meeting held on Tuesday 23rd. June 2026

038/2026 Council to re-adopt the policies and documents below

Code of Conduct: Complaints policy: Biodiversity policy: Asset Register: Consent to hold contact information: Co-option policy: Disciplinary Procedure policy: Document Management policy: Financial Regulations: Financial Reserve policy: Grant application form: Grievance Procedure: IT Policy: Privacy Notice: Publication Scheme: Recording of Council meetings policy: Retention policy: Risk Assessment policy: Standing Orders: Training policy: Tree policy: Dog policy: Grant Award policy: Communication policy:

Policies can be found at <https://sturmer-pc.gov.uk/general-policies-and-documents/>

039/2026 Essex County Councillor Report – ECC Cllr Nathan Robins

040/2026 Braintree District Councillor report – BDC Cllr Diana Garrod

041/2026 Public Forum

Members of the public are welcome to attend the Parish Council meeting in order to speak with respect to items on the agenda

042/2026 Co-option update

043/2026 Request to see the accounts and associated records and documents listed in the notice dated 24.06.26 for Sturmer Parish Council 2025/2026.

043/2026 Receive Representative Report:

- a) Footpaths – Cllr S. Mercer
- b) Flood action Group
- c) Play Area – Cllr D. Porth & Cllr K. Norcutt
- d) Parish maintenance war memorial: Mr. Carter
- e) Village Hall & defibrillator: Cllr T. Jones
- f) Highways:

044/2026 To find out about the Common and if it was deregistered

045/2026 Bridge at Pope Mill – any update

**046/2026 Planning – including any Current Planning Applications requiring a response
FOR INFORMATION ONLY**

26/01589/NMA - Land South Of Sturmer Hall Church Walk Sturmer Essex

Non-Material Amendment to permission 23/02705/FUL granted 04.12.2024 for: Development of a ground mounted solar farm, including energy storage, associated infrastructure, access, landscaping and grid connection cable.

Amendment would allow: Amendment to the wording of Condition 3 to require the highway improvements shown on Drawing No. AMA/21559/SK004.1 (Proposed Construction Access) to be completed prior to commencement of development, and the improvements shown on Drawing No. AMA/21559/SK004.2 (Proposed Operational Access) to be completed prior to the development being brought into operational use.

Please note this is for information only and due to the type of application, BDC are unable to accept third party comments

047/2026 Finance

- a) To receive the Bank Reconciliations as at 30th. June 2026
- b) To receive the comparison of Actual to Budget for 2026/2027
- c) To approve the payment for Accounts for July 2026 and to agree a transfer of funds to meet the Parish Council financial requirements

048//2026 Items for the Next Agenda

049/2026 Date of the Next Meeting – No meeting in August: Tuesday 22nd. September 2026 at 7.30pm

050/2026 2026 meeting dates: 27.10: 24.11: No meeting December

051/2026 Exclusion of the press and public

Councillors to Resolve that by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

- a) Councillors to discuss staffing matters

052/2026 Closure of the Meeting To close the Meeting having considered and determined all items of business

Sturmer Parish Council

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Minutes of the Parish Council meeting held on 23rd. June 2026 at 7.30pm in the village Hall

Present: Cllrs. Terrie Jones (Chair), Keith Notcutt, Sean Mercer, David Porth, ECC Cllr Nathan Robbins, BDC Cllr Diana Garrod and Kevin B. Money Locum Clerk/RFO to the Council.

There was 1 member of the public present.

018/2026 Apologies for Absence

019/2026 Declarations of interest

To declare the existence and nature of any Disclosable Pecuniary, Pecuniary or Non-Pecuniary Interest relating to items on the agenda. **None declared**

020/2026 To approve the minutes of the last meeting held on Tuesday 26th. May 2026 All Agreed

021/2026 To re-adopt the Council policies below

General Policies and Publications

Asset Register: Councillor Code of Conduct: Risk Assessments: General Policies and Documents

Data Policies

Accessibility Statement: Privacy Policy: Document Retention:

Statutory Documents

Standing Orders: Financial Regulations:

Commitments & Pledges

Civility and Respect Pledge: Declaration of Climate Emergency:

Documents can be found at <https://sturmer-pc.gov.uk/page/governance/>

Cllr T. Jones proposed to not to re-adopt all the Councils policies above but to defer this to the July meeting.

Cllr K. Notcutt seconded. **All Agreed**

022/2026 Essex County Councillor Report – ECC Cllr Nathan Robins

First change in administration for 26 years.

Pot hole emergency has been declared. Over 30,000 defects in Essex. Better repairing equipment is being used. All non-urgent repairs will be repaired within 90 days. Roads in Sturmer are being looked at immediately. ECC wrote to Steve Read MP regarding the Government reorganisation to scrap the devolution and a legal challenge with be undertaken. With the change of the Prime Minister the direction of the Government may change.

Locality Fund has been kept and is open for applications.

When will footpath 3 be repaired? Cllr Nathan Robins to liaise with the Clerk.

The lorries are going down Water Lane to an aggregate site and are causing damage to the road, bridge and houses. The resident was asked to provide photographic evidence.

023/2026 Braintree District Councillor report – BDC Cllr Diana Garrod

BDC Cllr Diana Garrod June report can be found at

<https://sturmer-pc.gov.uk/meetings/?view=all&more=upcoming>

Cllr K. Notcutt has been asking BDC for a bin sticker to say that he has paid the levy. Cllr D. Garrod is taking this problem up with BDC.

ECC Cllr N. Robins and BDC Cllr D. Garrod left the meeting

024/2026 Public Forum

Members of the public are welcome to attend the Parish Council meeting in order to speak with respect to items on the agenda

025/2026 Co-option update

The Clerk informed the meeting that he has informed BDC of the vacancies at Sturmer Parish Council. The official vacancy notice has now expired and the Council can now start the co-option process

026/2026 Receive Representative Report:

a) Footpaths – Cllr S. Mercer

Cllr S. Mercer has trimmed and cleared Footpath 3 back to Water Lane all footpaths from Water Lane have been cleared. Bridleway 17 has also been cleared.

Footpath 12 and 13 towards closed is closed until 8th. September for safety reasons.

Footpath 21 has not been cleared together with bridleway 20. Bridleway 21 has been closed but this has a legal action still ongoing.

1) Footpath 3 - Sturmer - Fallen tree

Following an email from Ned Gemmill PROW at ECC Cllr S. Mercer will make contact to resolve this issue. The Clerk to inform ECC Cllr N. Robins to try and get this footpath re-opened.

b) Flood action Group

Update:

Sturmer Station Bridge

We have been told the bridge will not meet the criteria for funding under the new Structures Fund. We are pursuing the replacement bridge under F o I requests with the help of the National Flood Forum.

PhD student

I recently joined a Teams meeting with a PhD student from Liverpool University and other flood groups. She is exploring the sustainability of flood groups (what keeps them going). We were invited as we began our group in 2014.

WhatsApp

We have a messaging group to share information on flooding - mainly on the roads through and around Sturmer (residents can sign up for a warning of flooding of the Stour Brook from the EA). I recently changed this to WhatsApp - if anyone would like to join please send your mobile number to me - 07503 662 926.

c) Play Area – Cllr D. Porth & Cllr K. Notcutt

The slide has been temporarily repaired. The Clerk to circulate the May '26 RoSPA inspection report. Following the May '26 RoSPA report the problems will be resolved ASAP.

d) Parish maintenance war memorial: Mr. Carter

War memorial has been cleaned and rubbish cleared. Sturmer Nursey trees are encroaching on the footpath

e) Village Hall & defibrillator: Cllr T. Jones

Village Hall is looking at the costs and looking at different cost cutting options

f) Highways: Nothing to update

027/2026 Salt Bag Partnership 2026/2027. Councillors to decide if the village requires 1 tonne of salt for the winter? Councillors agreed to continue with the Winter salt bag scheme for 2026.

028/2026 Planning – including any Current Planning Applications requiring a response

FOR INFORMATION ONLY

26/00968/NMA - Land South Of Sturmer Hall Church Walk Sturmer Essex

Non-Material Amendment to permission 23/02705/FUL granted 04.12.2024 for: Development of a ground mounted solar farm, including energy storage, associated infrastructure, access, landscaping and grid connection cable.

Amendment would allow:- The trigger of condition 8 to be 'Prior to the installation of any electricity generating or energy storage plant or equipment hereby permitted'

Please note that this is for information only and due to the type of application BDC don't seek the Parish Council's comments. Councillors noted the planning application above

029/2026 Finance

a) To receive the Bank Reconciliations as at 31st. May 2026

Councillors noted the Bank Reconciliations as at 31st. May 2026

b) To receive the comparison of Actual to Budget for 2026/2027

Councillors noted the comparison of Actual to Budget for 2026/2027

c) To approve the payment for Accounts for May & June 2026 and to agree a transfer of funds to meet the Parish Council financial requirements All Agreed

d) Councillors to decide if the accounting system in place with Parish Council Accounts at a cost of c£240.00p pa is value for money. On the internal auditor's guidance, a simple Excel sheet fits Sturmer PC well

Councillors discussed the new accounting system with Parish Council Accounts and agreed to ceasing the accounting package. Cllr S. Mercer proposed and Cllr D. Porth seconded to cease the accounting package.
All Agreed

030/2026 Annual Return for 2025/2026

- 1) To Receive the Internal Auditors report for 2025/2026

Councillors noted the Internal Auditors report for 2025/2026

- 2) To receive and sign the Certificate of Exemption – AGAR 2025/26 part 2

Cllr T. Jones proposed to accept the Certificate of Exemption – AGAR 2025/26 part 2. Cllr D. Porth seconded.

All Agreed. The Chair and RFO then signed the form

- 3) To receive and sign the Section 1 - Annual Governance Statement 2025/26

Cllr K. Notcutt proposed completing and signing Section 1 - Annual Governance Statement 2025/26.

Cllr T. Jones seconded. **All Agreed.** The Chair and Clerk then signed the form

- 4) To receive and sign the Section 2 - Accounting Statements 2025/26

Cllr S. Mercer proposed to accept and sign Section 2 - Accounting Statements 2025/26.

Cllr D. Porth seconded **All Agreed.** The Chair and RFO then signed the form

031/2026 Items for the Next Agenda

2026-2027 policies: Tree policy:

032/2026 Date of the Next Meeting – Tuesday 28th. July 2026 at 7.30pm

033/2026 2026 meeting dates: No meeting in August: 22.09: 27.10: 24.11: No meeting December

034/2026 Closure of the Meeting To close the Meeting having considered and determined all items of business

The Chair then closed the meeting at 9.05pm and thanked everyone for attending

Signed

T. Jones - Chair

28th. July 2026

Sturmer Flood Action Group Update for Parish Council on 28 July 2026

Dear Kevin,

Please bring this update to the attention of the Parish Council under the relevant agenda item.

Sturmer Station Bridge

Following Fo I enquiries with the help of the National Flood Forum, we have been promised an update on the bridge after the end of August. The bridge is subject to another options study after work was proposed in 2025/26.

West Suffolk Local Plan

I have made comments on the new Local Plan including the need for flood alleviation measures if the proposal for 4000 houses from the Haverhill By-pass to Sturmer Hall is approved.

Thanks

Linda Bevan

Sturmer Flood Action Group

	BANK RECONCILIATION			
Financial year ending 31.03.27				
Bank Balance as at	30.04.26	31.05.26	30.06.26	
Unity Trust Bank - Current a/c	£ 725.85	£ 12,249.26	£ 611.57	
Unity Trust Bank - EMR a/c	£ 3,738.63	£ 2,738.63	£ 13,015.29	
Total:	£ 4,464.48	£ 14,987.89	£ 13,626.86	
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	
Net Bank Balances as at	£ 4,464.48	£ 14,987.89	£ 13,626.86	
CASH BOOK				
Balance as at 01.04.26	£ 8,996.65	£ 8,996.65	£ 8,996.65	
Plus Receipts	£ 7,400.00	£ 18,696.47	£ 18,723.13	
Total	£ 16,396.65	£ 27,693.12	£ 27,719.78	
Less Payments	£ 11,932.17	£ 12,705.23	£ 14,092.92	
Grand Total	£ 4,464.48	£ 14,987.89	£ 13,626.86	
Difference	-£ 0.00	-£ 0.00	£ 0.00	
Bank Balance as at				
Unity Trust Bank - Current account				
Unity Trust Bank - EMR account				
Less Unpresented cheques				
Total of unpresented cheques				
Net Bank Balances as at				
CASH BOOK				
Balance as at 01.04.26				
Plus Receipts				
Total				
Less Payments				
Grand Total				
Difference				
Bank Balance as at				
Unity Trust Bank - Current account				
Unity Trust Bank - EMR account				
Less Unpresented cheques				
Total of unpresented cheques				
Net Bank Balances as at				
CASH BOOK				
Balance as at 01.04.26				
Plus Receipts				
Total				
Less Payments				
Grand Total				
Difference				

[Skip to transactions](#)



Mr Kevin Money
7 Roach Vale
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CO4 3YN

✉ Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

☎ Call **0345 140 1000***

✉ Email **us@unity.co.uk**

🌐 Visit **www.unity.co.uk**

Account Statement

01 June 2026 to 30 June 2026

Account Name: Sturmer Parish Council
Sort Code: 608301
Account Number: 20496335
Swift Code (BIC): NWBKGB2L
IBAN: GB93NWBK60023571418024

Summary**

Start balance	Paid out	Paid in	End balance
£12,249.26	£13,137.69	£1,500.00	£611.57

Your arranged overdraft limit is £0.00



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**Please note it is your responsibility to check all statement entries and period end dates when reconciling your accounts for your own official accounting purposes.

Transactions for Current T1 account 20496335

Date	Type	Details	Paid Out £	Paid In £	Balance £
31/05/2026		Balance brought forward	£0.00	£0.00	£12,249.26
13/06/2026	Transfer	Transfer to 20496348	£11,000.00	£0.00	£1,249.26
15/06/2026	Direct Debit	Direct Debit (A J LIGHTING)	£27.00	£0.00	£1,222.26
16/06/2026	Direct Debit	Direct Debit (DRAX ENERGY SOLUTI)	£41.09	£0.00	£1,181.17
24/06/2026	Transfer	Transfer to 20496348	£750.00	£0.00	£431.17
24/06/2026	Faster Payment Debit	B/P to: SEAN MERCER	£9.24	£0.00	£421.93
24/06/2026	Faster Payment Debit	B/P to: STURMER VILL HALL	£46.00	£0.00	£375.93
24/06/2026	Faster Payment Debit	B/P to: PLAYSAFETY LIMITED	£99.60	£0.00	£276.33
24/06/2026	Faster Payment Debit	B/P to: Kevin B. Money	£1,157.76	£0.00	£-881.43
24/06/2026	Transfer	Transfer from 20496348	£0.00	£750.00	£-131.43
24/06/2026	Transfer	Transfer from 20496348	£0.00	£750.00	£618.57
30/06/2026	Fee	Service Charge	£7.00	£0.00	£611.57

[Skip to transactions](#)



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Account Statement

01 June 2026 to 30 June 2026

Account Name: Sturmer Parish Council
Sort Code: 608301
Account Number: 20496348
Swift Code (BIC): NWBKGB2L
IBAN: GB93NWBK60023571418024

Summary**

Start balance	Paid out	Paid in	End balance
£2,738.63	£1,500.00	£11,776.66	£13,015.29

The credit interest rate is 1.95% AER as of your statement date.



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Transactions for Instant Access account 20496348

Date	Type	Details	Paid Out £	Paid In £	Balance £
31/05/2026		Balance brought forward	£0.00	£0.00	£2,738.63
13/06/2026	Transfer	Transfer from 20496335	£0.00	£11,000.00	£13,738.63
24/06/2026	Transfer	Transfer to 20496335	£750.00	£0.00	£12,988.63
24/06/2026	Transfer	Transfer to 20496335	£750.00	£0.00	£12,238.63
24/06/2026	Transfer	Transfer from 20496335	£0.00	£750.00	£12,988.63
30/06/2026	Credit Interest	Credit Interest	£0.00	£26.66	£13,015.29

STURMER ACTUAL AGAINST BUDGET REPORT 2026/2027

		Budget 2026/2027	Total Income / spend to July '26	Left in Budget as at July '26
Income	PRECEPT	14800	£ 7,400.00	
	OTHER INCOME / GRANT	0	£ 9,404.25	
	STREET CLEANING	85	£ -	
	FOOTPATH CUTTING	0	£ -	
	INTEREST	180	£ 26.66	
	VAT REFUND	560	£ 1,892.22	
	TOTAL	15625	£ 18,723.13	
Exp.				
Staff	Salary + Overtime	5688	£ 2,608.35	£ 3,079.65
	Office Allowance	312	£ 26.00	£ 286.00
	TOTAL	6000	£ 2,634.35	£ 3,365.65
Adm.	Office Expenses & Mileage	500	£ -	£ 500.00
	Audit Fees	350	£ 301.60	£ 48.40
	TOTAL	850	£ 301.60	£ 548.40
General	Grass cutting	1500	£ -	£ 1,500.00
	Street Lighting	350	£ 205.49	£ 144.51
	Accounts package	120	£ -	£ 120.00
	Insurance	760	£ -	£ 760.00
	Subscriptions	350	£ 191.30	£ 158.70
	Training	300	£ 90.00	£ 210.00
	s137	1200	£ -	£ 1,200.00
	Councillor expenses	50	£ -	£ 50.00
	Repairs inc. Tree works	1000	£ 740.00	£ 260.00
	Bank Charges	96	£ 21.00	£ 75.00
	Website	320	£ -	£ 320.00
	Speed Sign	200	£ -	£ 200.00
	War Memorial	25	£ -	£ 25.00
	Playground maintenance	500	£ 90.70	£ 409.30
	Health & Safety	350	£ -	£ 350.00
	Utilities	1000	£ -	£ 1,000.00
	Hall Hire	150	£ -	£ 150.00
	Play equipment	0	£ 9,319.00	-£ 9,319.00
	Meeting Cost	0	£ 46.00	-£ 46.00
	TOTAL	8271	£ 10,703.49	-£ 2,432.49
	GRAND TOTAL	15121	£ 13,639.44	£ 1,481.56
	VAT		£ 1,976.28	
	Total:		£ 15,615.72	

	SPC FINANCE JULY 2026 PAYMENTS					
	INCOME:					
		Expenditure				
Chq No.	Invoice No.	Payee	Cost	VAT	Total	SPC Ref
FEE	June '26	Unity Trust Bank - Service Charge	£ 7.00	£ -	£ 7.00	22
BACS		D. Highman - May / June / July	£ 555.00	£ -	£ 555.00	23
BACS	July '26	Kevin B. Money - Locum Clerk payment	£ 578.88	£ -	£ 578.88	24
BACS	11716	Simpson Accountancy - Internal Audit	£ 301.60	£ 60.32	£ 361.92	25
DD	40204	A&J Lighing - Monthly maintenance	£ 22.50	£ 4.50	£ 27.00	26
		<u>TOTAL:</u>	£ 1,464.98	£ 64.82	£ 1,529.80	
		Denotes already paid				