



## AYTHORPE RODING PARISH COUNCIL

Clerk: Karen Weare

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Walnut Tree Cottage

Dunmow Road

Leaden Roding

Dunmow

CM6 1QA

### Councillor Newsletter March 2020

In the absence of a meeting  
here is a summary of what has been happening since the March meeting.

#### 1. **Covid 19**

1. No face to face meetings are to be held. Any **urgent** business can be resolved by the Clerk in consultation with the Chairman and Vice Chairman or with a majority of Councillors.

2. The Clerk will continue to deal with day to day business. Relevant emails will be forwarded to Cllrs.

#### 2. **TSB**

1. The Clerk would like to thank Cllr Reynolds for setting up payees via the banking app. If the Clerk can download an app emulator this might be solved!

2. No income has been received.

3. One payment have been made,  
K Weare BACS to replace cancelled cheque £350.15

4. TSB payments do not appear to need two authorisers in accordance with mandate. The Clerk was able to make payment. Until this is resolved, the Clerk will send out an email when a payment is due and at least two Cllrs to agree payment can be made. Any Cllr requiring further details or wish to challenge the payment should do so immediately.

5. TSB has the incorrect address on the Online account. This has to be changed manually so will have to wait.

6. Cllr Lander will become an online signatory in due course.

7. The Clerk intends to set up a monthly payment for her salary and HMRC tax. Adjustments and expenses claims will be made less frequently (perhaps quarterly).

8. The balance on the TSB account at 31<sup>st</sup> March 2020 ££6,489.58.
3. **Planning**
1. No new applications.
  2. UTT/20/0271/CLP 4 Windmill Meadows  
Loft conversion - approved
4. **Allotments**
1. Cllr Woodmore has taken on half plot 9. This leaves 2 half plots vacant.
  2. The Clerk has posted the National Allotment Association advice on the website.
5. **March**
- The Clerk has confirmed the verge contract with J Kenney Services. She has been occupied retrieving paperwork from the archive (garage) and clearing out items no longer required.
6. **April**
- The Clerk intends to
1. Make the end of year VAT claim.
  2. Pay EALC affiliation fee
  3. Prepare the paperwork for Audit (requirements currently suspended)
7. **Councillors' Action**
- Parish Councils have been advised to close their play areas if social distancing is not being observed. Cllr Coward-Whittaker could you let me know if you see groups gathering?
- Cllr Whitmore - LHP meeting cancelled.

#### **ROAD TRAFFIC REGULATION ACT 1984 - SECTION 14(1)**

Temporary Traffic Regulation Order of Keeres Green, Aythorpe Roding

Please click on the following link <https://one.network/?tm=116334533> to find details of the intended closure of Keeres Green, due to commence on 14th April 2020 for 3 days. The closure is required for the safety of the public and workforce while Affinity Water undertakes Installing 1 x 32mm single supply and 11m of polyethylene pipe with a connection to the main on the road with a 15mm meter off of a 90mm HPPE.