

## **Minutes of Parish Council Meeting held on Wednesday 30<sup>th</sup> September 2020**

**Present:** D.Clayden, P.Sutterby, Mrs G.Essex, J.McIntock, M.Whitehead, Mrs Bush and 2 members of the public.

**Apologies received from:** Cllr Barker

Chairman Dave Clayden opened the meeting and welcomed Cllrs and members of the public to the first virtual meeting held using the Zoom platform and in accordance with the regulations laid out following Coronavirus Act 2020.

The adoption of the Virtual Meeting Policy was proposed by M. Whitehead, seconded by J.McIntock and carried unanimously.

**Minutes of the last meeting** of 3<sup>rd</sup> March 2020 were agreed. As this was a virtual meeting the minutes will be signed by the Chairman at a later date.

### **Public questions/concerns addressed to the Parish Council**

A resident wished to thank the Parish Council for their ongoing support in trying to reduce speeding through the village and their ongoing efforts in requesting speed restraining measures from Essex Highways. She acknowledged that over the last 20 years good improvements have been made.

### **Annual Assembly**

The 2020 Regulations which support the Coronavirus Act 2020 allow for the Annual Assembly not to be held in Leaden Roding in 2020. As a result, D. Clayden will remain as Chairman, P.Sutterby as vice-chairman and Councillors will continue with their existing responsibilities as Parish Representatives.

### **Annual Accounts**

Legislation under The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 has removed the requirement for a common period for the exercise of public rights and extended the deadline by which the Annual Governance and Accountability Return (AGAR) together with any certificate or opinion issued by the local auditor must be published, from 30 September 2020 to 30 November 2020.

The Annual Statement of Accounts were circulated to Parish Councillors before this meeting and the books have been available for inspection.

Parish Councillors agreed all items on the Annual Governance Statement 2020/21.

The Chairman proposed he approval of the accounts, seconded by Mrs Bush and carried unanimously. As this was a virtual meeting they will be signed by the Chairman and clerk at a later date.

The clerk informed Parish Councillors that once again the accounts were audited this year by Allison Ward, the clerk for High Easter at no cost to the Parish Council due to a reciprocal agreement.

## **Review and adoption of Policies and Procedures**

**Leaden Roding Code of Conduct** – this document was circulated between meetings and reviewed at this meeting. Adoption was proposed by Mrs Essex, Seconded by D.Clayden and carried unanimously.

**Leaden Roding Standing Orders** – this document was circulated between meetings and reviewed at this meeting. Adoption was proposed by M. Whitehead, Seconded by Mrs Essex and carried unanimously.

**Leaden Roding Complaints Procedure** – this document was circulated between meetings and reviewed at this meeting. Adoption was proposed by D.Clayden, Seconded by J.McIntock and carried unanimously.

**Leaden Roding Financial Regulations** – this document was circulated between meetings and reviewed at this meeting. Adoption was proposed by D. Clayden, Seconded by M.Whitehead and carried unanimously.

### **Clerk's report.**

- A1060 speed limit – the clerk reported that it appears that the 30mph extension at Leaden Bridge is imminent as a Public Notice has now been given. This is due to be funded by Essex Highways within this financial year.
- Drainage problems on Stortford Road – as the weather has been dry there have not been issues, it will be monitored when there is wet weather and reported again if necessary.
- Repair of road by the post box on Dunmow Road – not yet completed
- Purchase and installation of defibrillator – although the training was cancelled due to the COVID-19 lockdown and the installation of the defibrillator delayed, it is now in place on the front wall of the fire station and has been registered with the Ambulance Service. The clerk explained to Councillors that if it is required by a member of the public, after dialling 999 they will be told the location and code to open the outer box and will be given details on how to use it. The defibrillator itself also give instructions on how to use by a speaker within it. The clerk will write a letter of thanks to the Fire Station for their support in agreeing to the installation.
- 30 mph sign beside village hall – not yet repaired – Highways appear to think this has been repaired, the clerk will report again.
- Fallen Highways sign approaching the roundabout on Chelmsford Road – this has not been repaired and the original sign seems to have disappeared, the clerk will report again.
- Pothole outside 12 Holloway Crescent – this has now been rectified.
- Flooding at Wrens Park – after another flooding in heavy rain the residents of the property threatened legal action, within a couple of days the drains along High Easter Road were inspected and repaired so hopefully the problem has been rectified. The clerk will ask the residents if the repair has worked.
- Between meetings a resident complained that cars from the Car Sales Room were blocking the footpath for residents using the shop. The clerk sent an email to the owner of the car sales and he replied stating that they find it difficult to change the position of cars without using some of the footpath on the busy corner but would try to limit this. After discussion Parish Councillor were sympathetic to both parties but felt that the parking of

the cars had been less frequent since contacting the car sales so no further action is required at this time.

- Since the last meeting the Parish Council have been approached by the Chair of High Roding Parish Council requesting support for a multi-village led approach to try to combat speeding through our villages. Parish Councillors were happy to be part of this action. The clerk has confirmed this with High Roding Parish Council.
- Since the last meeting a survey has taken place by residents of the village without consultation with the Parish Council, no findings have yet been published. Parish Councillors acknowledged that improvements have been made over recent years with speed restrictions, signage, the roundabout and zebra crossing but as our village is vying for funding along with most other villages in the county progress is, and probably will be in the future, slower than they would like. P. Sutterby reported that Police, following requests by the Parish Council, have been present on a few occasions during the COVID-19 lockdown monitoring speeding where at this time motor bike speeding was the main concern.
- The clerk has received copy emails of suggestions from a resident to Cllr Barker that two roundabouts might be an option to slow speeding past the school, one at Long Hide and another at Leaden Close. Parish Councillors did not think residents would support this and were not happy to back this suggestion.
- Between meetings Hatfield Heath Parish Council suggested that a group of approximately 3 or 4 villages could fund a PCSO between themselves at the cost of approximately £38,500 per annum. Parish Councillors unanimously decided that, if this was agreed, our Precept would need to be increased by at least £10,000 per year which is not an option they would like to take.
- The clerk reported that during the COVID-19 lockdown the Leaden Reading has been published on the website only for health and safety reasons. It has been advertised that if residents require a paper copy, they are welcome to contact the editor and he will print and deliver one to them.

#### **Finance:**

The clerk was given authority to pay: -

	<b>£111.00 to MD Landscapes – grass cutting (inv 511)</b>
	<b>£675.00 to Mrs. T E Bell – clerks ½ year salary</b>
<b>Paid since last meeting</b>	<b>£280.00 to R C Bell – printing of Leaden Reading (Mar 20)</b>
	<b>£398.61 to BHIB Ltd – annual insurance</b>
	<b>£200.00 to Rodings Sewing Group – donation</b>
	<b>£222.00 to MD Landscapes – grass cutting (inv 338)</b>
	<b>£111.00 to M D Landscapes – grass cutting (inv 381)</b>
	<b>£111.00 to M D Landscapes – grass cutting (inv 408)</b>
	<b>£111.00 to M D Landscapes – grass cutting (inv 440)</b>

**£500.00 to Friends of Rodings Primary School – donation**

**£208.08 to EALC – annual subscription**

**£111.00 to MD Landscapes – grass cutting (inv 489)**

### **Planning Applications:**

The following applications were circulated between meetings:

Burniere, High Easter Road – proposed demolition of existing garage and erection of replacement garage – *No objections*.

Land adjacent to Chalet Bungalow, Stortford Road – Erection of 1 detached one and a half storey dwelling associated drainage and external works – *no objections*.

2 Leaden Dene, Dunmow Road – Rear and side extension – *no objections*.

Between meetings the following decisions have been received:

Inglewood, Dunmow Road – proposed two storey side extension, demolition of existing garage and erection of two bay garage, change of use of land to residential curtilage and erection of fencing and gates to front boundary- *Conditional approval with the removal of Highways rights from the front curtilage approved.*

Between meetings the following planning appeal has been made to the Secretary of State against the decision of Uttlesford to refuse:

Old Rectory, Stortford Road – proposed detached garage.

### **Footpaths:**

P. Sutterby reported that at this time footpath in the village are all in good condition.

Any footpath problems can be reported by contacting Phil Sutterby or by telephoning 0845 6037631 or by emailing [www.essex.gov.uk/highways](http://www.essex.gov.uk/highways).

### **Fencing of Chalks Green:**

The clerk has received copy emails between Cllr Barker and Uttlesford stating that they have looked into the ownership of Chalks Green and will correspond with all interested parties for cooperation to remove the fence. M.Whitehead stated he has obtained written proof that Chalks Green is under the guardianship of Uttlesford District Council and as such it should be their responsibility to order the removal of the fencing. After discussion it was unanimously agreed that the Parish Council should step back from this dispute and leave Uttlesford to enforce any actions as it would not be in the interest of the majority of residents of the village for the Parish Council to raise the Parish Precept to cover any legal action this might entail if they remained involved.

### **Any other business:**

1. P. Sutterby reminded residents it is their responsibility to keep the hedges on their property tidy for the benefit of pedestrians. The clerk will put a notice regarding this into the next edition of the Leaden Reading.

2. P. Sutterby proposed a vote of thanks to residents: Geoff Todd for maintaining the grass verges on Stortford Road, to Keely Robinson for the deep cleaning of the village hall in preparation for opening when allowed and to Dennis Ray for his continued litter picking.
3. J. McIntock expressed concern by the building rubbish left by residents next to the Chalet Bungalow, Stortford Road. The clerk has already sent a letter to the residents requesting removal and, if not removed in the next week, will seek assistance from Cllr Barker and Environmental Health at Uttlesford for its removal.
4. The next planned Parish Council meeting is 1<sup>st</sup> December 2020, Parish Councillors will decide nearer the time to either cancel the meeting (as allowed at this time) or go ahead once again on Zoom.
5. Various other documents were circulated for Councillors' attention by email outside the meeting.

**Date of the next meeting**            Tuesday 1<sup>st</sup> December (provisional- see aob. above)

There being no further business the meeting closed at 8.55pm.