

LEADEN RODING PARISH COUNCIL

MINUTES OF ANNUAL PARISH COUNCIL MEETING held on Tuesday 17th May 2022 at Leaden Roding village hall.

Present: Cllr Mike Whitehead (Vice Chair), Cllr Mrs Ann Bush, Cllrs Dave Wareham

Members of the public: 0

1. ELECTION OF CHAIRMAN

Due to a planned medical procedure, Chairman P. Sutterby was absent from this meeting but had previously confirmed that, if asked again to take the post as Chairman, he would accept. Cllr Whitehead proposed that Cllr Sutterby be re-elected Chairman for the forthcoming year, this was seconded by Cllr Wareham.

2. ELECTION OF VICE CHAIRMAN

Cllr Wareham proposed that Cllr Whitehead be elected Vice Chairman for the forthcoming year, this was accepted by Cllr Whitehead before being seconded by Cllr Bush.

3. ELECTION OF PARISH REPRESENTATIVES

The following representatives were elected for the year 2021/22

Village Hall Trust - Cllr McIntock

Public Transport - Cllr Bush

Tree Planting - Cllr Sutterby

Footpaths - Cllr Sutterby

Road Safety - Cllr Wareham

Essex Police - Cllr Whitehead

4. APOLOGIES FOR ABSENCE

Chairman Phil Sutterby (planned medical procedure), Cllr Jim McIntock (planned medical procedure), District Councillor Susan Barker

5. DECLARATION OF INTEREST FOR THIS MEETING

None

6. APPROVAL OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)

6.1 AGAR Return 2021/22

6.1.1 The meeting considered the current system of internal control, including monitoring of finances and agreed that these were satisfactory.

6.1.2 Cllr Bush proposed that the Parish Council approves the Annual Governance Statement (Section 1 AGAR) for the year 2021/22 as prepared by the clerk. This was seconded by Cllr Whitehead and carried unanimously.

6.1.3 Cllr Whitehead proposed that the Parish Council approves the Annual Accounting Statements (Section 2 AGAR) for the year 2021/22 as prepared by the clerk. This was seconded by Cllr Wareham and carried unanimously.

6.2 Cllr Whitehead proposed that Leaden Roding Parish Council exempts itself from a limited assurance audit as it meets all the criteria for claiming exemption as set out in section 9 of the Local Audit (Smaller Authorities) Regulations 2015. This was seconded by Cllr Wareham and carried unanimously.

6.3 Allison Ward, the Clerk for High Easter Parish Councils is completing the internal audit, her report will be circulated, and any points considered.

7. MINUTES

The minutes of the Ordinary Parish Council Meeting of Tuesday 8th March 2022 were proposed by Cllr Bush as a true record, seconded by Cllr Wareham and carried unanimously. The minutes were signed by Cllr Whitehead.

8. PUBLIC QUESTIONS/CONCERNS

None

9. CLERKS REPORT

- 9.1 The clerk reported that the organising of the celebrations for the Queen's Diamond Jubilee is continuing with representatives from the Parish Council, Village Hall Committee and Social Club Committee making final arrangements. The clerk will print leaflets for every household and will be delivered nearer the time by the organisers. The Jubilee Beacon has been delivered and a deposit has been made for the ice cream van to be in attendance (see invoices Finace below), a large Jubilee celebration cake, bunting, children's games and prizes have also been ordered. The clerk will pay all invoices from Parish Council funds and then split the final total between the three committees.
- 9.2 Damaged soakaway at the corner of Dunmow Road and Holloway Crescent – not yet fixed, the clerk has reported again.
- 9.3 Damage to footpath at entrance to Holloway Crescent by Finale driveway – the clerk will report again.
- 9.4 Blocked drains outside 10 Holloway Crescent have been reported – unclear whether the drains have been cleared - the clerk will find out.
- 9.5 The clerk has asked that Uttlesford remind residents of Holloway Crescent not to park on entrance road to Willow Green as it obstructs access for emergency vehicles – this has been monitored, it appears that an ambulance would definitely be able to gain access and a fire engine, although tight, would also be able to gain access.
- 9.6 During a meeting with Cllr Lee Scott, Councillor of Highways attended by the clerk and Cllr Bush (see below for full report), the clerk explained that a VAS sign approved by Highways for Dunmow Road was included in the Local Area Panel projects budget about two years ago and was then removed stating that there was nowhere to place the VAS sign as the footpath on Dunmow Road is too narrow. Recently the Parish Council has been advised by the same Highways Officer that a VAS sign can be installed at the same site at the expense of the Parish Council. The clerk stated she would like to know why the original approval for the financing of a VAS sign for Leaden Roding was deleted. After the meeting Cllr Barker provided Cllr Scott of written evidence. Cllr Scott will look into why the original request was deleted from the Local Area Panel list and will also look into whether Highways are able install a VAS sign on the Parish Councils behalf and if so, the cost (if Highways do not relist this to be installed at their expense).
- 9.7 After confirmation that local police officer Russ Hinkins would be attending tonight's Annual meeting, the clerk will make enquiries as to why he did not attend.
- 9.8 Field opposite the school - a resident clearly remembers a footpath to the right of the field in the past– at a previous Parish Council meeting it was reported that Cllr Wareham found that public footpaths cannot be changed unless it has been agreed by the County Council or Central Government. Cllr Barker referred this to Public Rights of Ways for advice and was told there was never a footpath at the location. As the resident was adamant a footpath was there years before, Cllr Barker will seek further information- no further information received at this time.
- 9.9 At the last meeting the clerk was asked to get in touch with the headmaster of Roding's School to express concerns a resident reported when witnessing a child crossing Dunmow Road alone while the parent was not paying attention, since then the clerk witnessed a similar incident herself at the same spot. The clerk has tried to

contact the headmaster to as request he asked parents to be more vigilant when taking/collected their children from school but has not yet had a reply.

- 9.10 Cllr Barker has confirmed that the request for the speed limit of 30 mph on Dunmow Road to be extended is awaiting approval.
- 9.11 The Chairman reported in a statement to be read at the meeting that parking by cars on the pavement from the car showroom is still proving a problem periodically. Cllr Wareham stated he has recently witnessed a resident with a pram having difficulty walking on the footway at the car showroom due to vehicles parked on the pavement. After discussion it was decided that any photographic evidence of cars blocking the footpath outside the car showroom and shop will be reported to the police.
- 9.12 Due to illness the defibrillator training evening book at the village had was cancelled at short notice, it will be rearranged shortly.
- 9.13 The damaged village sign outside Bridge Cottages, Stortford Road previously reported to Highways has not yet been fixed.
- 9.14 Flooding on Ongar Road discussed at the last meeting cleared once the farmer of the field adjoining the road cleared the ditch.
- 9.15 The damaged sign outside the fire station which has previously reported to Highways has been examined three times by Highways representative but not yet been fixed.
- 9.16 After accepting the quote from J Kenney for work to be carried out to clear overgrown trees, hedges, concrete and debris from the grass verge starting opposite the roundabout and finishing at the church on Stortford Road, the work commenced but had to be stopped for a resident's safety when he stood in front of the heavy equipment in an effort to stop the work as he did not agree it needed to be cleared. After discussions with the resident, where the resident became aggressive and abusive, the Chairman agreed to stop the work, Parish Councillors will discuss at the next meeting if work further down Stortford Road should be recommenced. Fortunately, J. Kenney charged the Parish Council for the work that had been done and not for the full quote. J. Kenney Services stated on the invoice:

Unfortunately, due to the fact that I was not able to complete the works as per my original quotation with regard to clearing back vegetation and making the verges clearer, and tidying them of roots, concrete and debris, and subsequent comments that it would possibly allow travellers to park, and my Staff being abused verbally by a member of the public I feel it better that I invoice the Parish Council for work done to date and I will not complete the entire job.

This is the first time that this has happened since I started my company in 1989, and I am bitterly disappointed but trust you all appreciate my concerns regarding the criticisms coming our way. I have charged for the part clearance works you see.

Parish Councillors present expressed their disappointment that J Kenney Services were subjected to this behaviour and have apologised to Mr Kenney and his staff.

- 9.17 A meeting organised by Cllr Barker to discuss arrangement made for the Ride London event on 28th/29th May going through the village took place at Leaden Roding Village Hall which was open for residents of Leaden Roding and surrounding villages to attend. Councillors and the clerk who were present at the meeting expressed their disappointment at the lack of respect addressed to the representative of Ride London by some residents of Leaden Roding and others who attended.

10. FINANCE

- 10.1 Cllr Bush proposed that the following cheques be issued, this was seconded by Cllr Whitehead and carried unanimously.
- £17.00 to Leaden Roding Village Hall Trust – hire of hall
- £1,656.00.00 to J Kenney Services – Stortford Road verge clearance – part cleared (see above).
- £588.00 to Bullfinch Gas Equipment – purchase of Jubilee Beacon

£150.00 to JB Ices – Part payment for ice cream for village Jubilee celebrations
£37.86 to Party Delights – bunting/decorations for Jubilee celebrations
£444.44 to BHIB Ltd – annual insurance
£320.00 to R C Bell – printing of Leaden Reading (March 2022)
£218.72 to EALC – annual subscription

10.2 The clerk reported that prior to the above payments being made the Parish Council bank balances are: Current account - £11,901.87
Deposit account - £344.90

11. PLANNING APPLICATIONS

11.1 The following planning application was circulated to Parish Councillors between meetings for comments:

St Michael and All Angels Church, Stortford Road – Sections 73A Retrospective application for the replacement of collapsed shed with a converted container storage facility with the proposed installation of a community toilet – *no objections*.

11.2 The following decisions to determine the following planning application was made between meetings:

New Cottage, Dunmow Road – Proposed erection of 1 detached dwelling including alterations to existing vehicular access – *refused*

11.3 Between meetings more concerns regarding building work/preparations were brought to Uttlesford's attention after a 'Prior Notification' was brought to the Parish Council's attention for Barn adjacent to Chalks Farm, High Easter Road. Uttlesford have informed the clerk that the situation is being monitored with a representative visiting the site, unfortunately they could not gain access at the time of the visit.

11.4 The decision has been made for following planning application subject to an appeal to Inspector appointed by the Secretary of State has been made:
3 Leaden Hall Barns, Stortford Road – erection of an additional external storage building – *refused*.

12. FOOTPATHS

10.1 In a statement to be read at the meeting, Cllr Sutterby reported:

The following issues are still outstanding.

Footpath 1 - bottom of Longsted Lane, the footbridge detached from concrete base (defect number 3523027).

Footpath 5 – bridge over river Roding in need of repair – this work was due to commence on 6th May (defect number 3213425).

13. MEETING WITH CLLR LEE SCOTT _ HIGHWAYS

13.1 Due to unforeseen circumstances the Chairman was unable to attend this meeting with the clerk so Cllr Bush took his place. The clerk reported:

- Cllr Scott stated he was determined to improve the process of repairs after issues have been reported to Highways with any dangerous issues taking priority. He stated that due to financial constraints any cosmetic issues will be of low priority.
- He stated any emails sent to him with regard to Highways issues will be dealt with swiftly and he will reply promptly.
- Speeding is a priority; Cllr Scott has instigated a team of Highways Officers to be able to conduct speed checks and legally issue speeding fines and points: this will take place imminently and regularly across the county.
- Flooding on the Highways will also be a priority.
- He is aware that new building developments cause issues with road surfaces and flooding and is looking into the possibility of charging a Bond to all new developments in Essex where it will be returned to the developer once the

development has been finished only if the roads on and adjacent to the site are left as they were before the building work started.

- Cllr Scott stated that when he took over as the representative for Essex, there was only one Highways Enforcement Officer employed to oversee the whole of Essex. Now more Enforcement Officers are in place across the county to oversee any Highways issues.
- He is aware that large vehicles driving through country lanes are damaging the roads and is looking into asking Google Maps to exclude small country lanes from any Satellite Navigation routes.
- Cllr Scott stated he is aware that not all residents affected by Ride London are happy for Essex to host the event. He will be hosting more meetings before the event and will be happy to take answer any comments/criticism or feedback.
- Cllr Scott finished by stating he is looking forward to working with Parish Councils in the future to improve their experience when dealing with Highways issues.

14. ANY OTHER BUSINESS

14.1 The Clerk reported that launch of DigiGo – a new bus service for all residents in Uttlesford and other districts where residents can book the bus either online, by telephone or via an App which can be downloaded. The transport provided is one of the first fully, on-demand electric minibus services in the UK.

14.2 The clerk reported that between meetings it was reported to her that a drain cover had been stolen from the road in Lordswood View causing a hole large enough for small children or pets to fall into. Once reported the drain was temporarily repaired within an hour to ensure there was no danger incurred and fully repaired within two weeks.

14.3 Between meetings a resident contacted the clerk to clarify the dates for the fortnightly green skip visit to the school on Sundays as, when comparing the dates, they were different on the village website and the Parish News. It was found that the dates published in the Parish News were incorrect but as the clerk does not publish the dates in the Parish News, she will look into how to make them correct. She assured the resident the dates on the website, the village notice board and those published in the Leaden Reading are correct.

15. DATE OF NEXT MEETING AND FUTURE DATES FOR 2022.

Tuesday 12th July 2022

Future meetings: Tuesday 6th September 2022
Tuesday 18th October 2022
Tuesday 6th December 2022

There being no further business the meeting closed at 9.35pm.