

LEADEN RODING PARISH COUNCIL

MINUTES OF ANNUAL PARISH COUNCIL MEETING held on Tuesday
16th May 2023 at Leaden Roding village hall.

Present: Cllr Phil Sutterby, Cllr Mrs Ann Bush, Cllr Jim McIntock

Members of the public: 4

1. ELECTION OF CHAIRMAN

Cllr McIntock proposed that Cllr Sutterby be re-elected Chairman for the forthcoming year, this was seconded by Cllr Bush.

2. ELECTION OF VICE CHAIRMAN

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

3. ELECTION OF PARISH REPRESENTATIVES

The following representatives were elected for the year 2023/24:

Village Hall Trust - Cllr McIntock

Public Transport - Cllr Bush

Tree Planting - Cllr Sutterby

Footpaths - Cllr Sutterby

Road Safety - Vacant

Essex Police - Vacant

4. APOLOGIES FOR ABSENCE

District Cllr Mrs Susan Barker

5. MEMBERS' ACCEPTANCE OF OFFICE AND REGISTRATION OF INTERESTS

Cllrs signed the declaration of acceptance of office, these were witnessed and signed by the Clerk and will be held on file.

Members were reminded of the requirement to complete interests forms which must be returned within 28 days of 9th May to Uttlesford District Council for publishing on their website. Members are legally required to return expense forms even if these are nil, by 2nd June.

6. DECLARATION OF INTEREST FOR THIS MEETING

None

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

7.1 AGAR Return 2022/2023

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

7.1.2 The Chairman 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 Bush and carried unanimously.

7.1.3 Cllr Bush 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 McIntock and carried unanimously.

7.2 The Chairman 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 McIntock and carried unanimously.

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

8. MINUTES

The minutes of the Ordinary Parish Council Meeting of Tuesday 7th March 2023 were proposed by Cllr Bush as a true record, seconded by Cllr McIntock and carried unanimously. The minutes were signed by the Chairman.

9. DISTRICT COUNCILLOR'S REPORT

9.1 In Cllr Barker's absence the clerk read the following report:

My apologies for not being able to be with you today. There is a second induction meeting at UDC which I really need to attend.

Elections saw me being re-elected and an overall increase in the number of Conservative Councillors going from 6 to 11 and regaining seats in Great Dunmow and Ashdon. We also won seats in Stansted South and Birchanger. As such we are the main opposition party and I will be Leader.

Two weeks' time 28th May sees RideLondon coming to Essex and the route will once again be from Ongar up the B184 to Dunmow then out to Felsted and back down towards Chelmsford. Quite a sight for keen cyclists.

Parishes across Essex are able to apply for London Marathon Events grants because Essex is Host County.

This year's pothole member scheme will be going ahead. Main roads are checked and repaired regularly but minor lanes and Estate roads not so often. So please let me know of any problems there.

Councillors' grants are available for Community Projects and also for projects that are aimed at •Levelling up•Tackling climate change•Youth services.

If you think that Your Community could qualify then please do get in touch.

Susan Barker

01245 231250

County Councillor for Great Dunmow division

District Councillor High Easter and the Rodings

Chairman Essex Pension Fund

10. PARISH COUNCILLORS' REPORTS

10.1 All Parish Councillors and the clerk wished to thank Cllr Mike Whitehead for his help and service to the village during his time as Parish Councillor. They wish him well in his retirement.

10.2 The Chairman reported that between meetings there had been fly tipping reported in the woods on High Easter Road. This was removed on 17th March.

10.3 The Chairman suggested that residents should be encouraged to produce articles for the quarterly village magazine. The clerk will advertise for people to come forward with content in the next edition of the Leaden Reading.

10.4 The Chairman reported that he checks the battery is working for the village defibrillator situated at the fire station on a monthly basis. He also reported that renewal date for the defib pads is mid-2025.

10.5 Cllr Bush expressed concern regarding the recent number of car thefts in Holloway Crescent and her disappointment at the lack of assistance by the police. She has written to Cllr Barker expressing this concern. The clerk will ask that a member of the Police team for the Rodings attend the next meeting.

10.6 Cllr McIntock reported that he and the other Parish Councillors present will be supporting the Village Hall Committee in fundraising during the Ride for London 2023 event which will again come through Leaden Roding. The Village Hall has gained status as an official stop on the route and received a grant to purchase supplies to sell during the event. It is hoped that funds raised will be put towards refurbishment of the toilets at the village hall.

11. PUBLIC QUESTIONS/CONCERNS

11.1 A resident living in Brownlows Close expressed concerns regarding road safety outside the village shop. As her property overlooks the area, she stated she sees violation of parking at the area for the shop occurring on a very regular basis and has CCTV footage as proof. The parking area is being used as a slip road to High Easter Road and, with school children using the shop, they and others are being put at risk. With cars regularly being parked around the vicinity and also on the island by the roundabout, visibility is poor for both drivers and pedestrians and she is very concerned that a bad accident could happen if this continues. After discussion it was decided that the clerk contact Cllr Barker for her support in requesting the possibility that restrictions should be implemented in the area by turning the whole area into a car park for the shop with no access to High Easter Road for traffic driving through.

12. CLERKS REPORT

12.1 The clerk sent an email to Mike O'Donnell-Smith, the Community Police Officer for the Rodings, asking for support in stopping the parking on the traffic island by the roundabout. It appears cars are parked on the island on a regular basis with one car being advertised for sale recently. She is still awaiting a response.

12.2 The clerk requested that a member of the Police attend this meeting to discuss recent car thefts in Holloway Crecent but has not received a reply.

12.3 The clerk has received notice from Highways stating that the damaged sign on Stortford Road has been scheduled for repair.

13. FINANCE

13.1 Cllr Bush proposed that the following cheques be issued, this was seconded by Cllr McIntock and carried unanimously.

£17.00 to Leaden Roding Village Hall Trust – hire of hall

£277.27 to EALC – annual subscription

£480.20 to BHIB LTD – annual insurance

£320.00 to R C Bell – printing of Leaden Reading (March 2023)

13.2.

Bank reconciliation:

Balance per bank statements as at 31st March 2023:

	Current a/c	11,219.06
	Deposit a/c	<u>345.01</u>
Less unpresented cheques as at 31 st March 2023		
Cheque number 022264		(52.80)
322291		<u>(218.72)</u>
Net balances as at 31 st March 2023		<u>11,292.55</u>

The net balances reconcile to the cash book for the year as follows:

CASH BOOK:

Opening balance at 1 st April 2022	Current a/c	11,832.07
	Deposit a/c	<u>344.90</u>
		12,176.97
Add: Receipts in the year		7,805.13
Less: Payments in the year		<u>8,689.55</u>
		<u>11,292.55</u>

13.3. After discussion it was decided that cheque number 022264 (see above) paid to the Rural Community Council for Essex has been outstanding for over a year she shall be written off. If an

invitation is received in the coming year to make an annual subscription Councillors will discuss whether they wish to subscribe at that time.

14. PLANNING APPLICATIONS

14.1 The following planning application was circulated to Parish Councillors for their comments:

2A Holloway Crescent – Conversion of existing detached garage to habitable accommodation – *no objections*.

14.2 The following planning application was listed by Uttlesford without consultation with the Parish Council:

Barn Adjacent to Chalks Farm, High Easter Road – Prior notification of change of use of agricultural building to 1 dwelling.

14.3 The following planning applications have been determined by Uttlesford:
New Cottage, Dunmow Road (A further application after a previous application refused) - Conversion and extension of existing garage including raising of roof to create ancillary domestic use – *Conditional approval*.

Old Rectory, Stortford Road – Proposed detached double garage – *refused*.

Barn Adjacent to Chalks Farm, High Easter Road – Prior notification of change of use of agricultural building to 1 dwelling – *Prior approval not required*.

15. FOOTPATHS

15.1 Cllr Sutterby reported:

Footpath 5 – Bridge over river Roding, repair is still ongoing and will hopefully be completed after this summer's harvest.

Footpath 5 Leaden Hill by A1060 – overgrown vegetation will hopefully be cleared shortly.

Footbridge on Footpath 22 has been dislodged, this has been reported on 16th April with ref 2839229 received.

16. ANY OTHER BUSINESS

16.1 The clerk read an email inviting Parish Councillors to attend a Zoom meeting on 4th July at 2.00pm for a Highways Briefing. Due to capacity only one representative is invited to attend – the clerk will give details of the meeting if one of the Councillors wish to attend.

16.2 The clerk read an email from HM Lord-Lieutenant of Essex making Parish Councils aware of a stainless-steel plaque which can be purchased for £199.00 to commemorate the Kings Coronation. After discussion it was decided to publish this information in the next edition of the Leaden Reading asking for residents' views on if one should be purchased for the village and if so where it should be placed.

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

Tuesday 11th July 2023

Tuesday 5th September 2023

Tuesday 17th October 2023

Tuesday 5th December 2023

There being no further business the meeting closed at 9.20 pm.