

LEADEN RODING PARISH COUNCIL

MINUTES OF PARISH COUNCIL MEETING held on Tuesday 5th December 2023 at Leaden Roding village hall.

Present: Cllr Phil Sutterby (Chairman), Cllr Mrs Ann Bush, Cllr Jim McIntock and Cllr Jeanette Norfolk.

Apologies: Cllr Geoff Todd and District Cllr Susan Barker

Members of the public: 3

1. MINUTES

The minutes of the Parish Council Meeting of Tuesday 17th October 2023 were proposed by Cllr Norfolk as a true record, seconded by Cllr McIntock and carried unanimously. The minutes were signed by the Chairman.

2. PARISH COUNCILLORS' REPORTS

2.1 Cllr McIntock reported that rubbish accumulated in a garden in Holloway Crescent has extended to the garden of the empty house next door. Cllr McIntock and a resident present living in Holloway Crescent stated that there has been constant burning of rubbish in recent days coming from the property. Cllr McIntock also stated that he witnessed the resident dump an old washing machine by the flats in Holloway Crescent, he took it back to the resident's property; as there was no reply, he left the washing machine at his door. Parish Councillors discussed their concern that the resident is running an unlicensed house clearance business from the property, the clerk will report these concerns to Uttlesford Housing Department again.

2.2 The Chairman reported that he has now received a reply from Cllr Lee Scott regarding missing white lines on Dunmow Road at the entrance to Holloway Crescent and also between the school and the roundabout after Highways resurfaced the road, Cllr Scott stated that Highways have now finished the work and reinstated the lines which were on the road before the resurfacing work was done.

2.3 The Chairman asked for volunteers from Parish Councillors to judge the Christmas lights competition. After discussion it was decided that Cllrs McIntock and Norfolk would walk to all parts of the village after 6.00pm on 18th December to judge, they would also invite Cllr Todd to join them. There are 2 prizes of £25 donated by the Parish Council and Leaden Roding Social Club and 5 further prizes of wine, chocolates and biscuits donated by Parish Councillors and the clerk.

3. PUBLIC QUESTIONS/CONCERNS

3.1 A resident stated concerns regarding constant burning of rubbish from the garden of a house in Holloway Crescent and the ongoing accumulation of rubbish at the property (see above).

3.2 Two residents of Leaden Close attended the meeting to express their concerns regarding parking problems in Leaden Close. The stated they had lived in the close for 10 years and until recently residents has always respected that the grass on the left of the road was never used for parking except on extreme conditions where there may have been a party at a home in the close or building work in a home made it difficult for parking at the property of a resident. Recently cars have been frequently parking on the grass making it impossible for the village grass cutting team to cut the area, making the grass area unkempt and damaging kerb stones. The asked if it would be possible for the Parish Council to erect a 'No Parking on the Grass by order of the Parish Council' sign. Parish Councillors agreed that parking on the grass should not

be allowed but are unsure who owns the grass area. The clerk will ask advice as to whether the Parish Council is allowed to erect a sign or whether the sign should be authorised by Highways.

4. CLERKS REPORT

- 4.1 The clerk has still not received a reply from either the police or Highways after reporting concerns regarding road safety at the area outside the shop. She will ask for advice from Cllr Barker as to the best contact to report again.
- 4.2 The Chairman informed the clerk that the field by Porters Cottage is still difficult to cross at this time, the clerk will contact the resident who made a complaint about the accessibility and see if she still has concerns.
- 4.3 The tree in need of cutting in Willow Green has been reported to Uttlesford but not yet cut – the clerk has been informed by Uttlesford that this has been passed to their maintenance team but has not yet been completed.
- 4.4 The clerk has reported the broken posts in Holloway Crescent but has not had any information as to when they might be repaired, she will ask for an update from Uttlesford.
- 4.5 The clerk has now booked Parish Council meetings for 2024 following the same pattern as in 2023, these have been circulated to Parish Councillors and will be published on the village website and on the village notice board.

5. FINANCE

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

£17.00 to Leaden Roding Village Hall Trust – hire of hall
£675.00 to Mrs T E Bell – clerks ½ year salary

5.2

Bank reconciliation:

Opening balance at 17 th October 2023	Current a/c	15,905.40
	Deposit a/c	<u>346.48</u>
		16,251.88
Add: Receipts since last PC meeting		-
Less: Payments since last PC meeting		<u>17.00</u>
Balance as at 5 th October 2023		<u>16,234.88</u>
Less: Outstanding cheques		<u>51.00</u>
		<u>16,183.88</u>

6. PLANNING APPLICATIONS

6.1 Between meetings the following planning application was circulated for Parish Councillors' comments:

Barn Adjacent to Chalks Farm, High Easter Road – Change of use and conversion of barn to dwelling including new side extension – *Parish Councillors expressed the same concerns as submitted on the previous planning application, which was refused, they are also concerned that work is being carried out at the site despite the previous application being refused.*

13 Lordswood View – proposed garage conversion into living accommodation – *no objections.*

6.2 The following planning applications have been determined by Uttlesford:

32 Holloway Crescent – Single storey rear extension and reinstatement of front porch – *conditional approval.*

13 Lordswood View – proposed garage conversion into living accommodation – *approve certificate of lawfulness.*

7. FOOTPATHS

7.1 Cllr Sutterby reported:

Footpath 5 – opposite Leaden Hill Cottages – problem reported with ref 3626969
This repair will be undertaken with a nonspecific timescale – still ongoing.

Footpaths 28 between cricket pitch and Cut Elms Cottage – problem reported with ref 3139090 – still ongoing.

8. ANNUAL REVIEW OF POLICIES AND PROCEDURES

8.1 Code of Conduct – Parish Councillors confirmed the existing policy remains unchanged.

8.2 Standing Orders – After the time of meetings was amended to 7.30pm Parish Councillors confirmed all other existing policies remain unchanged.

8.3 Complaints and Procedures - Parish Councillors confirmed the existing policy remains unchanged.

8.4 Financial Regulations - Parish Councillors confirmed the existing policy remains unchanged.

8.5 The Chairman proposed the adoption of the policies and procedures listed above, this was seconded by Cllr Bush and carried unanimously.

9. ANY OTHER BUSINESS

9.1 The Chairman stated that he received a telephone call from a member of St Michael's church requesting the Parish Council consider making a donation to the church, it is not known if the donation is for a specific project or for the ongoing upkeep of the church. The Chairman will make enquiries and this will be discussed at the next Parish Council meeting.

9.2 The clerk stated that although she has not received any details from Uttlesford yet, it is usual that Parish Councillors will be asked to consider the annual Precept, the amount usually required by the end of January so she will prepare financial information before the next meeting in order for Parish Councillors to decide on a budget.

9.3 The clerk read an invitation for Parish Councillors to attend Uttlesford's Civic Carol Service on Wednesday 13th December at 7.30pm at St Mary's Church, Little Hallingbury.

10. DATE OF NEXT MEETING AND FUTURE DATES FOR 2024.

Tuesday 16th January 2024

Tuesday 5th March 2024

Tuesday 14th May 2024

Tuesday 9th July 2024

Tuesday 3rd September 2024

Tuesday 15th October 2024

Tuesday 3rd December 2024

There being no further business the meeting closed at 8.35 pm.