

**MINUTES OF PARISH COUNCIL MEETING held on
Tuesday 2nd December 2025 at Leaden Roding village hall.**

Present: Cllr Phil Sutterby, Cllr Jim McIntock, Cllr Ann Bush, Cllr Jeanette Norfolk, Cllr Geoff Todd and District Cllr Susan Barker.

Apologies: The clerk – in the clerk’s absence the minutes for this meeting were taken by Cllr Norfolk

Members of the public: 1

The Chairman opened the meeting with sending best wishes to the clerk, Terry Bell and wished her well.

1. MINUTES

1.1 The minutes of the Parish Meeting of Tuesday 2nd September 2025 were proposed by Cllr Todd as a true record, seconded by Cllr McIntock and carried unanimously. The minutes were signed by the Chairman.

2. DECLARATIONS OF INTEREST

None.

3. DISTRICT COUNCILLOR’S REPORT

3.1 Cllr Barker reported that the new housing contractors for Uttlesford have not been great at present with a few problems occurring but Uttlesford are hoping for improvements as they settle in.

3.2 After a request to call in a recent planning application of Leaden Woods (see 8.1 below) Cllr Barker stated that she was unable to call it in without a stated reason. In a later discussion it was unanimously decided to call the application in with the reason of overdevelopment.

3.3 Cllr Barker suggested that the Parish Council pay for a Land Registry search to ascertain the owners of each part of Leaden Woods, this was discussed later in the meeting (see 8.4 below).

4. PARISH COUNCILLORS’ REPORTS

4.1 Cllr McIntock asked that the clerk request that a ‘Private Road Resident and Visitor Parking Only’ be reinstated in Holloway Crescent, the original posts are still in place. This request is due to problems with school parking in the road.

4.2 Cllr McIntock stated that, in his capacity as Village Hall Committee Chairman, he has received an email from a representative from the school requesting they attend a future meeting to discuss problems with parking on Dunmow Road and surrounding areas. After discussion it was decided the Cllr McIntock reply giving dates of future meetings to arrange a suitable date.

5. PUBLIC QUESTIONS/ CONCERNS

5.1 None.

6. CLERKS REPORT

6.1 Ongoing antisocial behaviour from a resident in Holloway Crescent – it has been noted that the rubbish in the property is accumulating again, especially in the back garden. It was decided that an email should be sent to Uttlesford again to advised further action needs to be taken.

6.2 Overhanging tree in Holloway Crescent, this has now been resolved.

6.3 Camper van in Willow Close – still in situ with electricity still being supplied to the camper van from the adjoining house.

6.4 After a successful initial visit to the Social Club in the Village Hall by local PCSO, Mike O’Donnell Smith, and the promise of monthly ongoing visits, the PCSO has not made an

appearance. Parish Councillors all agreed that an email should be sent to enquire if he is still available to attend.

7. FINANCE

7.1 Cllr Bush proposed that the following cheques be issued, this was seconded by Cllr Norfolk and carried unanimously:

£19.00 to Leaden Roding Village Hall Trust – hire of hall

£2,676.00 to J Kenney Services – village grass cutting (2025)

8. PLANNING APPLICATIONS

8.1 The following planning applications were received from Uttlesford for Parish Councillors' comments:

UTT/25/2375/AG – Pagets Wood, High Easter Road – Alteration to existing forestry building: installation of a small flue/chimney to serve a wood burning stove – Parish Councillors views were not sought for this application.

UTT/25/2448/HHE – New Cottage, Dunmow Road – Proposed removal of cat slide dormer roofs to be replaced with flat roofs – *Parish Councillors comments are:*

- *The planning applications for New Cottage have been a problem from the start. Parish Councillors objected stating problems with parking. An alleged breach of planning with cat slide now want to replace with flat roof dormers. I am against this planning as it is not in keeping with the character and appearance of the original house.*
- *The change to a flat roof on the building would be less intrusive than the current one, but the use of the construction still needs to abide as the original plan submitted.*

UTT/25/2603/CLE – Bungalow at Chalks Farm, High Easter Road – The use of existing bungalow at Chalks Farm as an independent, single, residential dwelling for in excess of 4 years – *no objections.*

UTT/25/2891/HHF – 3 Leaden Hall Cottages – Proposed open porch – *No objections.*

UTT/25/2800/FUL and UTT/25/2725LB – Bungalow at Chalks Farm, High Easter Road – Demolition of existing bungalow, garage and store, and construction of replacement dwelling – *no objections.*

UTT/25/2562/TPO – Marlpit Woods, High Easter Road – Thinning and regeneration felling of various trees within woodland – Parish Councillors' comments were not sought for this application.

UTT/25/2766/CLP – 4 Leaden Hill Cottages, Stortford Road – Erection of outbuilding for ancillary use – *no objections.*

UTT/25/3171/AG – Marlpit Wood, High Easter Road – Proposed Forestry Building – *Parish Councillors have requested that this application is called in on the grounds of overdevelopment.*

8.2 The following decisions to determine planning applications listed below have been made by Uttlesford:

UTT/25/2448/HHF – New Cottage, Dunmow Road – proposed removal of cat slide dormer roofs to be replaced with flat roofs – *Refuse*

UTT/25/2562/TPO – Marlpit Woods, High Easter Road – Thinning and regeneration felling of various trees within woodland – *Tree Granted.*

UTT/25/1654/FUL – Barns North of Leaden Hall Barns, Stortford Road – Erection of 3 dwellings including hard and soft landscape works following demolition of existing barns – *Conditional approval*

UTT/25/1939/CLP – 4 Leaden Hill Cottages, Stortford Road – construction of outbuilding for ancillary use – *Refuse certificate of Lawfulness.*

UTT/25/1450/LB – 1 Leaden Hall Farm Cottages, Stortford Road – Retention of demolition of rear bathroom extension, internal alterations and structural remediation.

Proposed erection of replacement rear two storey extension and re-roofing of rear slope of single storey range – Refuse.

UTT/25/2603/CLE – Bungalow at Chalks Farm, High Easter Road – the use of the existing bungalow at Chalks Farm as an independent, single residential dwelling for in excess of 4 years – Existing- Approve Certificate of Lawfulness.

UTT/25/2268/DOC – Dutch Barn Adjacent to Langleys, Poplars Farm, White Roding – Application to discharge conditions 5 (biodiversity), 6 (lighting), 7 (lighting), and 14 (materials) attached to UTT/25/1285/FUL – Discharge Conditions in Full.

UTT/25/2286/HHE – 3 Leaden Hall Barns, Stortford Road – Construction of swimming pool – Conditional approval.

8.3 The following appeals have been made to the Secretary of State against enforcement notices made by Uttlesford:

APP/C1570/C/25/3371638 – Warley Wood, High Easter Road – without planning permission, the material change of use of woodlands to a forest school with structures, caravans and other paraphernalia to facilitate this use.

APP/C1570/25/3372015 – Land South East of Woodside Farm, High Easter Road – With erection of a building without planning permission.

8.4 After discussion Parish Councillors decided to request a definitive list of the names of the plots of land at Leaden Woods as it is becoming increasingly difficult to locate the different plots since the woods were split and sold to various buyers.

9. FOOTPATHS

9.1 Nothing to report.

10. PURCHASE OF VAS SIGN

10.1 A post is now in situ on Chelmsford Road. The licence is to be finalised shortly and details of VAS signs will be circulated at the next meeting for Parish Councillors to choose which option to purchase. The proposed calming measures by the school have not yet been completed by Highways, once in place a suitable position for a VAS on Dunmow Road will be discussed.

11. VILLAGE CHRISTMAS LIGHTS COMPETITION

11.1 It was agreed that the Christmas Lights Competition will be organised again this year with six prizes of chocolates and wine donated by Parish Councillors and the clerk. The competition will be judged on Sunday 21st December, Parish Councillors will meet at the village hall at 4.00pm to tour the whole of the village with the prizes to be given to the winning residents on the night. A notice will be added to the Village and the Village Hall and Social Club Facebook pages to make residents aware.

12. ANY OTHER BUSINESS

12.1 The Chairman has received a communication from a resident in Brownlows Close requesting that the village grass cutter could be more considerate when using weed killer.

12.2 The clerk has received notice from external auditors, PKF Littlejohn, stating that the exemption notice of the finances for 2024/25 have been received in good time and logged. Unless there is any correspondence received from local electors during the period of exercise for public rights that requires contact, we will not hear from them until the end of the next financial year.

12.3 Cllr Barker once again reported to Highways flooding opposite King William House in the summer and received an email in September stating that the work has been triaged and they confirmed work on the left-hand side of Stortford Road towards White Roding has been planned and programmed to be carried out shortly. It appears that tarmac has now been installed around a manhole in the area but flooding still continues in heavy rain.

12.4 Cllr Barker has also reported that the road surface in Holloway Crescent is in need of repairs and has asked for an update from Uttlesford.

12.5 Parish Councillors will discuss and set the 2026/27 Precept at the next meeting. The clerk will prepare financial details and circulate to Parish Councillors just before the next meeting.

13. DATES OF NEXT MEETINGS:

Tuesday 13th January 2026
Tuesday 3rd March 2026
Tuesday 12th May 2026
Tuesday 7th July 2026
Tuesday 1st September 2026
Tuesday 13th October 2026
Tuesday 1st December 2026

There being no further business the meeting closed at 8.56pm.