

**MINUTES OF PARISH COUNCIL MEETING held on  
Tuesday 13<sup>th</sup> January 2026 at Leaden Roding village hall.**

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

**Members of the public:** 0

The Chairman opened the meeting wishing a Happy New Year to all present and welcoming the clerk back after illness.

**1. MINUTES**

1.1 The minutes of the Parish Council Meeting of Tuesday 2<sup>nd</sup> December 2025 were proposed by Cllr McIntock as a true record, seconded by Cllr Bush 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 Last year's postponed Essex elections will go ahead this year in Uttlesford in May.

3.2 Cllr Barker expressed her disappointment with Uttlesford planning system where she cannot make referrals for development in Leaden Woods.

3.3 Cllrs Barker stated that the new junior school building at Helena Romanes School in Dunmow will be ready to open in 2027.

**4. PARISH COUNCILLORS' REPORTS**

4.1 Cllr McIntock stated that in his role as Village Hall Chairman, he had met with the headmaster of Rodings School who requested that parents use the village hall car park when dropping off and picking up their children. He stated that after consideration although the committee was happy to continue to offer the car park for school events in the evenings and at weekends when the hall is not in use, regular daily parking would not be viable as this would disrupt the parking for regular bookings. Parish Councillors noted that parents are still parking without consideration on a daily basis, in particular on the lines leading to the zebra crossing.

4.2 Parish Councillors note that New Cottage, Dunmow Road is up for sale as a house with an annexe despite having an enforcement order for the building to be reinstated as a garage. The clerk will report this to the enforcement team.

**5. PUBLIC QUESTIONS/ CONCERNS**

5.1 None.

**6. CLERKS REPORT**

6.1 Ongoing antisocial behaviour from a resident in Holloway Crescent – the clerk reported that rubbish at the property is accumulating again, there has been no response from Uttlesford to date.

6.2 Camper van in Willow Close – still in situ with electricity still being supplied to the camper van from the adjoining house, the clerk reported again to Uttlesford with no response to date.

6.3 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.

6.4 The clerk noted that after repairs were made to the drains by the roundabout, this does not seem to be making flooding during heavy rain any better. Cllr Barker will report again.

6.5 The Clerk has requested that a 'Residents Only Parking' sign be erected in Holloway Crescent and is awaiting a reply from Uttlesford.

## 7. FINANCE

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

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

£675.00 to Mrs T E Bell – clerk's ½ year salary

## 8. PLANNING APPLICATIONS

8.1 The following planning application has been received from Uttlesford for Parish Councillors' comments:

UTT/25/3426/HHE – Mulberry Farm, High Easter Road – single storey rear extension – *Parish Councillors would be surprised if this application is granted as it would extend the footprint of the original barn.*

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

UTT/25/3171/AG – Marlpit Woods, High Easter Road – proposed forestry building – Deemed approved.

UTT/25/2891/HH – 3 Leaden Hall Barns, Stortford Road – proposed open porch - Refused.

UTT/25/2600/FUL, UTT/25/2725/LB – bungalow at Chalks Farm, High Easter Road – demolition of existing bungalow, garage and store, and construction of replacement dwelling – Conditional approval.

UTT/25/2766/CLP – 4 Leaden Hill Cottages, Stortford Road – erection of outbuilding for ancillary use – Refuse Certificate of Lawfulness.

8.3 The following appeal made to the Secretary of State against enforcement notices made by Uttlesford has been granted subject to conditions:

APP/C1570/C/25/3371939 – Darwell Wood, High Easter Road – proposed forestry building.

## 9. FOOTPATHS

9.1 Nothing to report.

## 10. PURCHASE OF VAS SIGN

10.1 The clerk went through a series of technical questions for Parish Councillors in order to apply to Essex Highways for a license to erect a VAS sign on Chelmsford Road. She will make the application online in the coming days. The clerk circulated various VAS/SID devices to Parish Councillors and a decision was made on the preferred option. The clerk will purchase once the licence has been granted. The clerk reminded Parish Councillors that after discussion with other Parish Clerks who have been through this applications process that it is a slow process. 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. PARISH PRECEPT 2026/27

11.1 The accounts were presented by the clerk for the period April to December 2025, these were accepted by the parish council. The bank balance on 31st December was £16,196.49.

10.2 The clerk presented a draft expenditure budget for consideration. After discussion regarding a proposed purchase of two VAS cameras at a cost of approximately £4,500 each and the installation of a post on Dunmow Road which was budgeted for in the last precept, Parish Councillors discussed lowering the precept to £8,000, which will show as a 33.33% decrease on the current year on council tax bills for the Parish Council portion of the precept. The average band D cost will be £29.05 per annum. Cllr Norfolk proposed a precept of £8,000, this was seconded by Cllr McIntock and carried unanimously.

12. ANY OTHER BUSINESS

12.1 Cllr Norfolk expressed her disappointment with Parish Councillors' attendance for the Christmas lights competition with two councillors pulling out at the last-minute leaving two prizes short. On the evening of the judging, despite the bad weather, three Parish Councillors walked around the whole village giving 5 prizes of wine or chocolates to the winners. Cllr Norfolk was also disappointed regarding comments on social media after a report was issued, she suggested that the continuation of the competition should be discussed in a future meeting.

12.2 The Chairman stated that after being informed by the local police that numberplate recognition cameras were to be erected at the roundabout, nothing has happened. The clerk will look into this.

12.3 Cllr McIntock reported that rubbish has been dumped in the garden of an empty flat in Holloway Crescent with rats being seen in the rubbish. The clerk will report to Uttlesford and suggest a camera is installed to catch the perpetrator.

12.4 The clerk has received a request from Uttlesford regarding the continuation of the green waste service for 2026. The fee is 90.50 per hour. The proposed time for Leaden Roding is unchanged this year - 4.00pm – 4.30pm every alternate Sunday. After discussion Cllr Bush proposed to continue this service, seconded by Cllr Norfolk and carried unanimously. Once confirmed the clerk will publish the dates on the village website, Facebook page and the notice board.

12.5 The clerk read and unsigned email from a non-resident regarding the concern of a gate across the entrance to Footpath 17. The correspondent has also expressed the concerns to Highways. Parish Councillors stated that there is a normal footpath entrance at the site giving the footpath the same accessibility as all other footpaths in the area so cannot see a problem. They stated that the gate was there to protect the adjoining property so could not see an issue with it.

13. DATES OF NEXT MEETINGS:

Tuesday 3<sup>rd</sup> March 2026  
Tuesday 12<sup>th</sup> May 2026  
Tuesday 7<sup>th</sup> July 2026  
Tuesday 1<sup>st</sup> September 2026  
Tuesday 13<sup>th</sup> October 2026  
Tuesday 1<sup>st</sup> December 2026

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