

Margaret Roding Parish Council

MINUTES

Ordinary Meeting of Margaret Roding Parish Council

held on Tuesday 19th May 2020, via Zoom due to Covid 19 restrictions

Present

Cllr Peter Briggs
 Cllr Ian Crisp (Chairman for the meeting)
 Cllr Simon Phillips
 Cllr Lorraine Player
 Cllr Chris Turner
 Clerk Allison Ward

Residents and Visitors 0 residents

1	<p style="text-align: center;">Apologies for absence</p> <p>Received from Cllr Lee Cooper and accepted by the Parish Council; the meeting was chaired by the vice chairman.</p>	
2	<p style="text-align: center;">Declaration of Interest for this meeting</p> <p>Cllr Phillips declared a pecuniary interest in agenda item 9.1 and 9.2 as co-owner of the property subject to the application.</p>	
3	<p style="text-align: center;">Public Forum</p> <p>None.</p>	
4	<p style="text-align: center;">Minutes</p> <p>Minutes of the Ordinary Parish Council Meeting 21st January 2020 and 17th March 2020 (please note this meeting was abandoned as it was not quorate) were proposed by Cllr Crisp as a true record, seconded by Cllr Phillips with all in agreement. As this was a virtual meeting the minutes will be signed by Cllr Crisp at a later date.</p>	Clerk/ Cllr Crisp
5	<p style="text-align: center;">County and District Cllr Report</p> <p>County and District Cllr Susan Barker sent apologies and an email update to the meeting.</p> <ol style="list-style-type: none"> 1. Uttlesford are facing a very difficult financial situation. Residents not paying Council Tax, businesses not paying rates etc. There has been some income from Government but not enough. 2. Very little additional income from parking, planning fees etc. 3. Essex County Council (ECC). waste sites re-opened yesterday, country parks this Thursday, libraries will be later, 4. ECC budget under strain, staff seconded from "closed" services such as libraries to Essex Welfare Service, Registrations of Deaths etc. 5. Thousands of volunteers. At peak 1000 requests for assistance in one day, all picked up by a Facebook volunteer within a minute. 	

Signed
 Lee Cooper
 Chairman Margaret Roding Parish Council

Margaret Roding Parish Council

6	Clerk's Progress Update and Correspondence	
6.1	Covid 19 Update	
	<p>In addition to the many neighbours who are providing support to those self-isolating and the local whatsapp group which is linked with the other surrounding villages.</p> <ul style="list-style-type: none"> • The village website has a section 'Covid 19 Information' which contains links to all the key information. • The Parish Council dropped a leaflet in every home in the parish with Parish Council contact details, should anyone need assistance. • Thank you to the 'team' who stepped in to help get Parish News distributed in the village. • If you are a local business with a Business Rate invoice from Uttlesford, even if you pay zero due to small business or rural reliefs, you could still be eligible for the grant. Information on Uttlesford District Council website. 	
6.2	General update	
6.2.1	Following the closure of the service which hosted the Parish Council's website, we have now moved to a new free service provider. Information is posted regularly including agendas and minutes. The new website address is www.e-voice.org.uk/margaretroding/	
6.2.2	Update on defibrillator, letter to residents at 2 Old School Cottages to confirm small contribution to electricity. Mr Ritchie as landlord has given his permission for the defib to be sited on the external side wall of the property, the Parish Council to arrange an electrician to do this work once Covid restrictions are lifted and in liaison with the resident. Cost of cabinet and defib c.£1,435+vat.	Clerk
6.2.3	Essex Highways responded to the request to clear vegetation from the footpaths along the A1060 and stated, given the low footfall and rural nature, clearing the footpaths is not a priority, especially given the vehicle speeds and need for traffic management to work safely. The view on overhanging vegetation is that this lies some way back from the footpath, they added it may be worth looking into flailing the vegetation in the summer. The Clerk will ask that this is reviewed now the vegetation has grown and try again to get action re the 'grassed' footpath patches.	Clerk
6.2.4	The cycling event, Vélo Essex due to take place on closed roads including the A1060 through Margaret Roding on Sunday 20th September, has been cancelled.	
6.2.5	The Clerk contacted the landowner for assistance in reinstating footpath 18 in its correct position; remedial action has been swiftly taken.	
7	Annual Meeting	
7.1	The 2020 Regulations which support the Coronavirus Act 2020 allow for the Annual Village Meeting and the Annual Parish Council meeting not to be held and Cllr Crisp proposed that neither is held in Margaret Roding for 2020, this was seconded by Cllr Briggs with all in agreement. As a result, Cllr Cooper will remain as chairman, Cllr Crisp as vice-chairman and Cllrs will continue with their existing responsibilities.	

Signed
Lee Cooper
Chairman Margaret Roding Parish Council

Margaret Roding Parish Council

8	Councillor's Updates	
8.1	Environment and Health – The Spring litter pick was completed before lockdown, thank you to all residents who helped.	
8.2	Transport – Essex County Council will shortly be submitting a bid to the Department for Transport's (DfT) £20 million Rural Mobility Fund. This offers an opportunity to obtain funding to deliver new or enhanced Demand Responsive Transport (DRT) services in rural and suburban areas. The Essex bid called the 'Central Essex Square' focuses on connecting the rural area enclosed by the A120/A131/B184/A1060, with existing public transport services for onward travel to Stansted, Chelmsford, Braintree and Writtle. There is an opportunity for Cllrs to find out more by connecting to a meeting scheduled for 22 nd May.	
8.3	Communication – The new village website is up and running.	
8.4	Local Government – Nothing to report	
9	Planning	
9.1	Applications	
	UTT/20/0799/HHF, see below, was received between meetings. Parish Cllrs considered and concluded there were no significant concerns.	
9.2	Decisions	
	Application No UTT/20/0799/HHF Location 1 The Gossetts Development Proposed first floor side extension Decision Refused	
9.3	An Extraordinary Meeting of Uttlesford District Council on 30th April saw a decision made to withdraw the Local Plan following the Planning Inspectors comments, the meeting also recommended a number of other commitments to future reporting and engagement.	
10	Accounts for the year ending 2019/20	
	Legislation under The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 has removed the requirement for a common period for the exercise of public rights and extended the deadline by which the Annual Governance and Accountability Return (AGAR) together with any certificate or opinion issued by the local auditor must be published, from 30 September 2020 to 30 November 2020.	
10.1	The clerk presented the 2019/20 accounts which are included in the agenda, there were no questions on the 2019/20 figures.	
10.2	Cllr Briggs proposed that given income and expenditure is below £25k for 2019/20 and all other requirements have been met, that Margaret Roding Parish Council exempts itself from a limited assurance audit, this was seconded by Cllr Turner with all in agreement.	

Signed
Lee Cooper
Chairman Margaret Roding Parish Council

Margaret Roding Parish Council

10.3	The Clerk presented the fixed asset register and the bank reconciliation with a closing balance of £6,673 at March 2020.	
10.4	Cllr Crisp proposed that the period for the exercise of public rights is 8 th July to 14 th August. These are the dates during which members of the public can inspect the accounts and raise any questions, the notice will be available on the website.	
10.5	Cllr Phillips proposed that Karen Weare is appointed as the internal auditor for 2019/20, this was seconded by Cllr Player with all in agreement.	Clerk
11	Parish Council Insurance	
	The Clerk presented two alternative quotes for the annual insurance which were discussed by the Parish Council. In conclusion and given the cover offered was comparable, Cllr Briggs proposed that the Parish Council insures with Parish Protect for the year from 1 st June 2020 at a cost of £162.40. This was seconded by Cllr Crisp, with all in agreement.	Clerk
12	Highways, Footpaths and Transport	
	Covered under Clerk's update for existing issues, no new issues raised.	
13	Parish Council Policy	
	The Parish Council considered standing orders, financial regulations, privacy policy, grant policy and freedom of information, all of which are available on the website and are in agreement that all remain up to date.	
14	Finance	
14.1	Cllr Briggs proposed the following cheques be issued; this was seconded by Cllr Phillips with all in agreement. Allison Ward (Parish Clerk salary February and March 2020 plus expenses) £ 119.56 Allison Ward (Parish Clerk salary April and May 2020 plus expenses) £ 119.56 Essex Association of Local Councils (Annual subscription) £ 68.23 Business Services at CAS Ltd (Insurance) £ 162.40	Clerk
14.2	The first instalment of the parish precept, £1,000 has been received.	
15	Items for next Agenda	
	Nothing in addition to the items identified as carrying forward.	
16	Date of Next Meeting	
	Tuesday 7 th July 2020 at 7.30pm. It is expected this meeting will take place via Zoom. The meeting finished at 8.05pm.	

Signed
Lee Cooper
Chairman Margaret Roding Parish Council