

Margaret Roding Parish Council

MINUTES

Ordinary Meeting of Margaret Roding Parish Council
held on Tuesday 10th July 2018, at The Farmhouse, Reid Rooms

Present Cllr Peter Briggs
Cllr Ian Crisp (Chairman)
Cllr Simon Phillips
Cllr Lorraine Player
Clerk Allison Ward

Residents and Visitors 0 residents

	Apologies for absence	
1	Were received from Cllr Cooper and Cllr Turner and accepted by the Parish Council.	
	Declaration of Interest for this meeting	
2	None.	
	Public Forum	
3	None.	
	Minutes	
4	Minutes of the Annual Parish Council Meeting 15 th May 2018 were proposed by Cllr Phillips as a true record, seconded by Cllr Briggs with all in agreement. The Chairman of the meeting signed the minutes.	
	County and District Cllr Report	
5	None.	
	Clerk's Progress Update and Correspondence	
6.1	The Parish Council agreed to take part in the Essex County Council 2018/19 Winter Salt Bag Partnership Scheme, no additional salt is required. Cllr Phillips requested a salt bin for The Gossetts car park which was endorsed by the Parish Council, the Clerk will enquire whether this can be provided by the County or District Council or whether the Parish Council would need to consider funding.	Clerk
6.2	The Clerk has contacted Thames Water asking if they will re-consider their previous decision not to allow a village defibrillator to be placed on the external wall of the pumping station; a response is pending.	Clerk
	Cllrs Reports	
7.1	Environment and Health – Nothing to report.	

Signed
Lee Cooper
Chairman Margaret Roding Parish Council

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<p>7.2</p> <p>7.3</p> <p>7.4</p>	<p>Transport – The damaged street name sign at Marks Hall Lane has been reported to Uttlesford, the repair is pending.</p> <p>Communication – Cllr Crisp attended the Superfast Essex Phase 3 rollout event at the end of May; plans continue to suggest the village will receive fibre broadband by end of 2019.</p> <p>Local Government – Nothing to report.</p>	<p>Clerk</p>
<p>8</p> <p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.4</p> <p>8.5</p>	<p>Planning</p> <p>Applications - None</p> <p>Decisions - None</p> <p>Uttlesford is consulting on its Regulation 19 Pre-Submission Local Plan from 25th June until 13th August. The Parish Council agreed to make no comment.</p> <p>For information, Uttlesford has requested that additional information be supplied before a decision can be made on a planning application for development at Stansted Airport; this includes further information in relation to surface access, noise and air quality and it is likely this will be lead to a further consultation. As a result, the planned Uttlesford Planning Committee meeting to consider the application on 15th July will not take place, a revised date is yet to be announced.</p> <p>A resident has contacted the Parish Council over concerns with light pollution and the apparent failure of Uttlesford District Council to consider this as part of its Biodiversity Questionnaire. Cllr Briggs updated the meeting and it was agreed that whilst the Parish Council has sympathy with the resident's concerns, there is no legislation that can be applied and the Parish Council has no powers to take any action. The Clerk was asked to respond suggesting the resident contacts the owners of the property directly to discuss.</p>	<p>Clerk</p>
<p>9</p>	<p style="text-align: center;">Standing Orders and Financial Regulations</p> <p>Standing orders are the written rules of a local council. They are used to confirm a council's internal organisational, administrative and procurement procedures and procedural matters for meetings. Currently no Standing Orders exist for Margaret Roding Parish Council. Cllr Briggs proposed that Margaret Roding Parish Council adopts the model Standing Orders issued by National Association of Local Councils, this was seconded by Cllr Player with all in agreement, they will be posted on the Parish Council website.</p> <p>Financial Regulations govern the financial management of a local council. Currently no Financial Regulations exist for Margaret Roding Parish Council. Cllr Player proposed that Margaret Roding Parish Council adopts the model Financial Regulations issued by National Association of Local Councils, this was seconded by Cllr Phillips with all in agreement, they will be posted on the Parish Council website.</p>	<p>Clerk</p> <p>Clerk</p>

Signed
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	Village Map	
10	The final content had been circulated to Cllrs ahead of the meeting and some minor amendments suggested. Cllr Briggs presented a final draft of the format of the map which all thought was an excellent document. Cllr Briggs was thanked by the Chairman for his efforts and with the minor amendments agreed, the map will be sent to the printers for publication.	Cllr Briggs
11	Vehicle Activated Sign	
	Carried forward to the October meeting.	Clerk
12	Village Commemoration Event 11th November	
	<p>The meeting agreed the following timetable for the event, Short act of remembrance 5.00pm Food and music 5.30-6.00pm Break Music 6.15 – 6.45pm Beacon and possible fireworks 7.00pm</p> <p>Clerk to enquire if church can manage the act of remembrance.</p> <p>The food was agreed as cottage pie with apple pie or similar. It will be a bring your own drinks event.</p> <p>Woodwind of Dunmow have offered to provide 45-60mins of WW1 themed music.</p> <p>The Clerk was asked to speak to The Reid Rooms to understand if fireworks would be permitted and if yes, if they could recommend any suppliers.</p> <p>Cllr Crisp to produce a flyer advertising the event to circulate to all homes in the parish by end of the summer notifying them of the event.</p> <p>The event will be sponsored by the Parish Council and will be free for residents.</p>	Clerk & Cllr Crisp
13	Highways, Footpaths and Transport	
13.1	The Uttlesford Highway Rangers are offering parish visits to establish whether there are any minor maintenance works that they can help with; a date has been booked in mid-July when the Clerk will take them around the village.	Clerk
13.2	Following correspondence with a number of parties, the Clerk has passed information relating to vehicles left on the verges with a SORN to Uttlesford enforcement. Discussions continue with the District Council to establish what action can be taken to remove the vehicles and prevent parking on what is a dangerous bend in the road.	Clerk

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14	Finance	
14.1	Cllr Crisp proposed the following cheques be issued, this was seconded by Cllr Briggs with all in agreement. Allison Ward (Parish Clerk salary and office expenses) £ 121.69 Rural Community Council of Essex (Annual subscription) £ 52.80	
14.2	The VAT refund for 2017/18 of £11.29 has been received.	
14.3	The Clerk presented the quarterly finances for the period April to June 2018 and these were accepted by the Parish Council. They confirm a cash balance at the end of June of £8,561.55.	
15	Items for next Agenda	
	Nothing in addition	
16	Date of Next Meeting	
	Tuesday 2 nd October 2018 at 7.30pm in The Farmhouse, Reid Rooms. The meeting finished at 8.40pm	

ALLISON WARD
Clerk to Margaret Roding Parish Council

Signed
Lee Cooper
Chairman Margaret Roding Parish Council