

# Margaret Roding Parish Council

## MINUTES

### Ordinary Meeting of Margaret Roding Parish Council

held on Tuesday 17<sup>th</sup> January 2023 at The Farmhouse, Reid Rooms

**Present**

Cllr Peter Briggs  
 Cllr Lee Cooper (chair)  
 Cllr Ian Crisp  
 Cllr Simon Philips  
 Cllr Chris Turner  
 Clerk Allison Ward

**Residents and Visitors**      0 resident

<b>1</b>	<b>Apologies for absence</b>	
	Apologies were received from Cllr Lorraine Player (personal) and accepted by the meeting.	
<b>2</b>	<b>Declaration of Interest for this meeting</b>	
	None	
<b>3</b>	<b>Public Forum</b>	
	None	
<b>4</b>	<b>Minutes</b>	
	Minutes of the Ordinary Parish Council Meeting 26 <sup>th</sup> September 2022 and 29 <sup>th</sup> November 2022 were proposed by Cllr Cooper as a true record, seconded by Cllr Crisp with all in agreement; the Chairman signed the minutes. In addition the meeting received the report from the abandoned meeting of 29 <sup>th</sup> November which will be filed with the minutes.	
<b>5</b>	<b>County and District Cllr Report</b>	
	No report.	
<b>6</b>	<b>Clerk's Progress Update and Correspondence</b>	
<b>6.1</b>	In early December Uttlesford were notified by Essex County Council that they would be withdrawing the funding for the Highway Rangers with effect from 1 April 2023. Uttlesford CEO asked Town and Parish Councils to consider funding this service from precept, however in mid-December it became clear that this would not be supported by all councils and therefore the service will cease at the end of the financial year.	
<b>6.2</b>	Uttlesford District Council is updating the information on parish settlements as part of the process in preparing the Local Plan. Clerk has completed the survey, deadline 16 January.	
<b>6.3</b>	Dates for parish council meetings in 2023 are confirmed as Tuesdays, 7.30pm as follows, 17 <sup>th</sup> January, 21st March, 16th May, 18th July, 19th September and 28th November.	

Signed  
 Lee Cooper  
 Chairman Margaret Roding Parish Council

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<b>7</b>	<b>Councillor's Updates</b>	
<b>7.1</b>	Environment and Health – Cllr Philips will co-ordinate the village litter pick on Saturday 4 <sup>th</sup> March. Residents will be asked to meet at The Gossetts car park at 11am.	Cllrs
<b>7.2</b>	Transport – The meeting noted Digigo fares from January to March 2023 are £2 per journey.	
<b>7.3</b>	Communication – Nothing to report.	
<b>7.4</b>	Local Government – The meeting noted the information on forthcoming May 2023 elections (district council and parish council) which has been circulated by the Clerk. Of note to residents is this will be the first elections where voting ID is required, see Uttlesford website for further details or contact the Clerk.	
<b>8</b>	<b>Planning</b>	
<b>8.1</b>	<p><b>Applications</b></p> <p>Application      UTT/23/0034/FUL  Development      Conversion and change of use of an agricultural barn to a dwelling house, and land to the west and north of the barn to be used as residential curtilage for the dwelling.  Location            Barn at Ongar Road</p> <p>Cllr Briggs proposed no comment on this application, this was seconded by Cllr Phillips with all in agreement.</p>	
<b>8.2</b>	<p><b>Decisions</b></p> <p>Application      UTT/22/2950/PAQ3  Development      Prior Notification of change of use of agricultural building to 5 no. dwellings  Location            Buildings at Marks Hall  Decision            Approved</p> <p>Application      UTT/22/2981/CLE  Development      Conversion of existing agricultural building to a residential dwelling  Location            Silo 1, Marks Hall  Decision            Refused Certificate of Lawfulness</p>	
<b>9</b>	<b>Highways</b>	
<b>9.1</b>	<p>Cllrs raised the hazardous icy conditions along Marks Hall Lane, and at its junction with the A1060 caused by the poor surface water drainage. The Clerk confirmed correspondence had also been received from a resident re the same issue, as a result the Clerk spoke to the landowner beyond the properties who confirmed the previous conversations that in their opinion the issue was with the piped drainage. The Clerk escalated to Essex Highways via County Cllr Susan Barker.</p> <p>Cllr Briggs confirmed Essex Highways carried out jetting in December and suggested if the water leaving the open ditch and entering the piped ditch could be slowed down it may reduce (but not eliminate) flooding on the highway providing the ditch capacity behind the piped drainage was sufficient. To slow the water Cllr Briggs suggested adding a smaller pipe to act as a 'sleeve' at the point the water enters the piped section. The Clerk was asked to put this to the landowner.</p>	Clerk

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9.2	Clerk to chase outstanding items with Essex Highways including enforcement of ditch clearance in front of University Colleges, pothole repairs.	Clerk
9.3	Essex Highways have installed 30mph signage at Garnish Hall bends on the A1060,	
9.4	Clerk has reported overhanging hedges to Essex Highways.	
10	<b>Clerk Salary Increase</b>	
	The Clerk is currently paid in accordance with the National Association of Local Councils (NALC) pay scale. A pay award has been agreed by NALC and the Society of Clerks which is back dated to 1 April 2022. Cllr Briggs proposed the clerk's salary is increased in light of this agreement including a pay adjustment to be effective from 1 April 2022, this was seconded by Cllr Philips with all in agreement.	
11	<b>Finance and Precept 2023/24</b>	
11.1	The Clerk presented the current year accounts to end of December 2022, there are no concerns or significant unplanned expenditure. The closing cash position as at end of December 2022 is £7,831.	
	The Clerk prepared a draft budget which was considered and discussed by Cllrs. In conclusion Cllr Briggs proposed the precept for 2023/24 be set at £2,150 which will show as a 3.4% increase on the parish council portion of residents council tax invoices. The justification for the increase is the higher costs to manage the parish council. This was seconded by Cllr Philips with all in agreement.	Clerk
12	<b>Code of Conduct</b>	
	The clerk had circulated the new Code of Conduct adopted by Uttlesford in November 2022. Given the parish council has historically adopted the Uttlesford code and as no concerns were raised, Cllr Briggs proposed the parish council adopts the new Code of Conduct, this was seconded by Cllr Turner with all in agreement. Clerk to notify Uttlesford.	Clerk
13	<b>Parish Council Projects</b>	
	Outstanding is progress on the VAS sign..	Clerk
14	<b>Finance</b>	
14.1	Cllr Crisp proposed a grant of £50 to Essex Air Ambulance, this was seconded by Cllr Cooper with all in agreement.	
14.2	Cllr Philips proposed the following payment be retrospectively approved as it was made between the September and January meetings, this was seconded by Cllr Cooper with all in agreement.	
	Allison Ward (Parish Clerk for October and November 2022) £ 124.62	
14.3	Cllr Cooper proposed the following payments in addition to 14.1 be approved, this was seconded by Cllr Turner with all in agreement.	
	Allison Ward - (Parish Clerk for December 2022 and January 2023) £ 179.62	
	Reid Rooms - Hire of Farmhouse for 2022 meetings £ 90.00	

Signed  
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15	<p style="text-align: center;"><b>Items for next Agenda</b></p> Nothing to add at this stage.	
16	<p style="text-align: center;"><b>Date of Next Meeting</b></p> Tuesday 21 <sup>st</sup> March 7.30pm at The Reid Rooms.  The meeting closed at 8.55pm.	

Signed  
Lee Cooper  
Chairman Margaret Roding Parish Council