

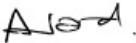
MARGARET RODING PARISH COUNCIL

Clerk to the Council – Allison Ward

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Councillors are hereby summoned to attend the **Annual Parish Council meeting** which will be held in The Farmhouse, Reid Rooms immediately following the Annual Village Meeting which starts at 7.30pm, on **WEDNESDAY 15th May 2024** for the purpose of transacting the business set out on the agenda below.

The press and public are cordially invited to attend.

Signed 

Allison Ward, Clerk/RFO
11th May 2024

MEETING AGENDA

1. ELECTION OF CHAIRMAN

For the civic year 2024-25 and DECLARATION OF ACCEPTANCE OF OFFICE as CHAIRMAN to be signed by Chairman, s.83(4) Local Government Act 1976.

2. APPOINTMENT OF VICE CHAIRMAN

For the civic year 2024-25 if members require.

3. APOLOGIES FOR ABSENCE

Elected members who are unable to attend the meeting are requested to email the Clerk with their apologies ahead of the meeting.

4. DECLARATION OF INTERESTS FOR THIS MEETING

Members to declare interests for items on the agenda.

5. PUBLIC FORUM (Maximum 15 minutes)

Public questions or comments on items on this agenda or of local concern.

6. MINUTES OF ORDINARY PARISH COUNCIL MEETING 19th March 2024 for approval

7. COUNTY AND DISTRICT CLLRS REPORT

8. CLLR TRAINING AND RESPONSIBILITIES

A range of **training** is available for Cllrs from Essex Association of Local Councils.

Cllrs share the **responsibilities** listed below, Cllrs to consider responsibilities for the forthcoming year.

- Planning including Local Plan – Cllr Briggs
- Highways, PRoW and including highway safety – Cllr Parsons
- Environment and health – Cllr Phillips
- Transport - Vacant
- Local Government - Vacant

9. CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

Invitation to briefing on proposals for Norwich to Tilbury the UK Networks project to upgrade current infrastructure and support net zero targets, circulated to Cllrs.

Government night flight consultation in relation to night flights from Stansted, the consultation can be viewed at this link, [Night flight restrictions: Heathrow, Gatwick and Stansted airports from October 2025 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/consultations/night-flight-restrictions-heathrow-gatwick-and-stansted-airports-from-october-2025) Information form Stansted Airport Watch has been forwarded to Cllrs. Response by 22nd May.

10. COUNCILLORS REPORTS to include.

10.1.Environment and Health

10.2.Transport – to record request to replace bus flag and timetable at the Chelmsford bound stop at the Ongar Road Junction has been completed.

10.3.Local Government

11. PLANNING

11.1.New Applications

11.2. Decisions

Application No	UTT/23/3177/CLE
Location	Marks Hall, Marks Hall Lane
Development	Conversion of existing agricultural building to a residential dwelling
Decision	Approve certificate of lawfulness

Application	UTT/23/1826/FUL
Location	Barns at White Hall, Chelmsford Road
Development	Demolition of existing buildings and redevelopment to residential use comprising 7 no. new dwellings
Decision	Conditional Approval

11.3 To consider any response to appeal APP/C1570/W/24/3338206, Section 73A Retrospective application for change of use of agricultural silo building to a single dwelling house, at Marks Hall, Marks Hall Lane, (Uttlesford planning reference UTT/22/3382/FUL)

12. APPROVAL OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)

12.1.Clerk to present 2023/24 accounts for consideration and approval including fixed asset register and bank reconciliation.

12.2.To receive and consider the report from the internal auditor.

12.3.To consider whether Margaret Roding Parish Council exempts itself from a limited assurance audit given it meets all the criteria for claiming exemption as set out in section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

12.4.To review and approve the Annual Governance statement 2024/25, to be signed by the Chair and Clerk/RFO.

12.5.To review and approve the Annual Accounting Statement 2024/25, to be signed by the Chair and Clerk/RFO.

12.6.To note the dates, 3rd June to 12th July, during which electors and interested persons may exercise rights relating to the annual accounts.

13. ANNUAL REVIEW OF PARISH COUNCIL POLICY

The following policies can be viewed on the parish council website

13.1.Standing Orders – Propose no changes.

13.2.Financial Regulations – Propose no changes, however meeting to note new model regulations published in May 2024 will be considered at the next meeting.

13.3.Grant policy – Propose no changes.

13.4.Complaints Procedure – Propose no changes.

13.5.Privacy Policy – Propose no changes.

14. PARISH COUNCIL INSURANCE

Due for renewal on 1 June 2024, to note there are limited options for small councils. Zurich current insurers offer a policy for parish councils with a precept below £2.5k. The premium for the coming year is offered at £196 which is the same as the current year.

15. HIGHWAYS

15.1. Update on progress with Marks Hall Lane and associated surface water drainage.

15.2. To note agreement from Essex highways to replace the pedestrian road sign in front of The Reid Rooms which has laid on the ground for the last two years.

15.3. To note repairs to highway in front of Hockleys and continuing issues with the pothole on the A1060 beyond Sawpits.

16. FUTURE PROJECTS

16.1.Planning for community Christmas event 2024.

16.2.Other

17. FINANCE

17.1. To confirm the following payments for authorisation.

PAYMENT TO	VALUE
Allison Ward - Parish Clerk April 2023	£ 146.62
Essex Association of Local Councils – Annual Subscription	£ 76.24
Insurance tbc	tbc

17.2 To record receipts in April 2024 including 1st precept instalment, £1,150.

18. ITEMS TO NOTE FOR THE NEXT MEETING

19. **DATE OF NEXT MEETING** Tuesday 16th July 2024 at 7.30pm in The Farmhouse

TIME AND CLOSE OF MEETING