

**MARGARET RODING PARISH COUNCIL**

*Clerk to the Council – Oliver Rogers*

Greenview, High Easter Road, Barnston, Dunmow, Essex CM6 1ND

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Councillors are hereby summoned to attend the Ordinary Parish Council meeting which will be held in The Reid Rooms on WEDNESDAY 21<sup>st</sup> JANUARY 2026 from 7.30PM for the purpose of transacting the business set out on the agenda below. The press and public are cordially invited to attend.

Signed



Oliver Rogers  
Clerk/RFO

13<sup>th</sup> January 2026

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**MEETING AGENDA**

**25/32 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.

**25/33 DECLARATION OF INTERESTS FOR THIS MEETING**

**25/34 PUBLIC FORUM (Maximum 15 minutes)**

**25/35 MINUTES OF ORDINARY PARISH COUNCIL MEETING** seeking approval for minutes of the previous meeting, - Wednesday, 19<sup>th</sup> November 2025.

**25/36 COUNTY AND DISTRICT CLLRS REPORT**

**25/37 COUNCILLORS REPORTS**

25.37.01 Hedging requirements around Margaret Roding

25.37.02 Pot holes in The Gossetts and road re-surfacing

Cllr Barker asked UDC for an update on this in September 2025 and no reply has been provided.

25.37.03 The Gossetts car park update

Discuss and decide on potential height restriction barrier.

25.37.04 Tree over hanging A1060

This has been reported to Essex Highways with the reference number: 4013711.

**25/38 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE**

- Probationary Period and training

25.38.01 Motion to accept High Easter Parish Councillors, Cllr Wendy Colgrave and Cllr Lucy O'Connor's recommendation to conclude the Parish Clerk's Probationary Period and to issue a letter to such an effect.

- Clerk's further study for the Certificate in Local Council Administration (CiLCA)

25.38.02 Motion: To decide on whether to support the Parish Clerk and allow him to enrol in the next available course for the Certificate in Local Council Administration (CiLCA) being run by the Essex Association of Local Councils (EALC). Subject to the Clerk signing an appropriate training contract.

25.38.03 Motion: To support the Clerk in his study by paying the share of costs apportioned to Margaret Roding Parish Council for the CiLCA training course. MRPC's contribution to the costs would be £140 (10% of the extra hours costs).

### **25/39 PLANNING APPLICATIONS [See APPENDIX A]**

#### **25/40 VAS SIGN INSTALLATION**

An application has been made to Essex Highways for permission to erect a new VAS sign at the site proposed by Cllr Nicoll and Cllr Parsons

An application for funding has been made to the Essex Community Foundation for half of the proposed cost of the project (£1,757.08) from the High Sherriff's Community Safety Fund.

25.40.01 To discuss and decide which VAS sign to purchase from quotes

25.40.02 To discuss and decide if a post contractor is necessary for the installation of the VAS

#### **25/41 NEW POLICIES**

25.41.01 To approve a new Diversity and Inclusion policy

25.41.02 To approve a new Safeguarding policy

#### **25/42 FINANCE [See APPENDIX B]**

25.42.01 To approve the payments schedule listed below.

25.42.02 To note that the Christmas Party held on Sunday 14<sup>th</sup> December 2025 for local residents was a successful community event with around 70 people attending. The Parish Council approved a budget of £600 at the July 2025 meeting. The total cost of the event was £613.77 (excluding VAT).

Councillors to note that payment of £382.50 was made to the cater for the lasagne meal on 24<sup>th</sup> December. As agreed in the budget set for the party in July 2025, Cllr Turner was reimbursement for drinks, salads, cakes and other sundries that he purchased for the party on Sunday 11<sup>th</sup> January 2026. These items came to a total of £295.02.

25.42.03 To note £203 was taken in cash for the raffle. As a result the meeting is asked to approve the payment of two donations Herts and Essex Air Ambulance (£101.50) and St Clare Hospice (£101.50).

25.42.04 To note a claim for a VAT refund of £77.75 (Jan to Dec 2025) has been submitted.

#### **25/43 PRECEPT AND BUDGET FOR 2026/27**

25.43.01 To receive a report on the parish council finances for the period April to January 2026.

25.43.02 To review the reserves policy and discuss and decide on any changes.

25.43.03 To receive a draft budget for 2025/26 and discuss and agree the parish precept for 2026/27.

**25/44 ITEMS TO NOTE FOR THE NEXT MEETING**

**25/45 DATES OF MEETINGS NEXT YEAR**

18th March

20th May

15th July

16th September

18th November

**25/46 DATE OF NEXT MEETING** Monday, 18<sup>th</sup> March 2026 at 7.30pm in The Reid Rooms.

**APPENDIX A**

<b>REF</b>	<b>ADDRESS</b>	<b>DESCRIPTION</b>	<b>DETAILS</b>
<b><i>New applications</i></b>			
<a href="#">UTT/25/3285/DOC</a>	White Hall Chelmsford Road Margaret Roding Essex CM6 1QL	Application to discharge condition 5 (Biodiversity Enhancement Strategy), 6 (external lighting) and 7 (Biodiversity lighting design scheme) attached to UTT/23/1826/FUL.	Discharge Conditions in Full - 8th January 2026
<a href="#">UTT/25/3102/AG</a>	Brick House Farm Ongar Road Margaret Roding Essex CM6 1QR	A steel-framed building with concrete panel walls and cladding to match others in the local area for the purpose of grain storage	Deemed Approved - 9th December 2025

**APPENDIX B**

The following financial payments are proposed:

<b>PAYMENT TO:</b>	<b>VALUE:</b>
Oliver Rogers, Parish Clerk [December/January]	£233.48
Donation to the Herts and Essex Air Ambulance	£101.50
Donation to St Clare Hospice	£101.50
<b>TOTAL:</b>	<b>£233.48</b>