

MARGARET RODING PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL

held at The Reid Rooms on Wednesday, 21st January 2026 at 07:30pm

Present: Cllrs Simon Phillips (Chair), Gemma Chaplin, Richard Parsons, Dave Nicoll, Robert Trundle and the Clerk, Oliver Rogers.

1 resident in attendance.

The Chair, Cllr Phillips opened the meeting at 7.35pm and welcomed Cllr Trundle back to the Parish Council.

25/32 APOLOGIES FOR ABSENCE

The meeting accepted reasons for the apologies from the following Cllr:

Chris Turner due to work commitments.

25/33 DECLARATION OF INTERESTS FOR THIS MEETING

None.

25/34 PUBLIC FORUM (Maximum 15 minutes)

None.

25/35 MINUTES OF ORDINARY PARISH COUNCIL MEETING held on Wednesday, 19th November 2025 the meeting **resolved and agreed** the minutes of the previous meeting.

25/36 COUNTY AND DISTRICT CLLRS REPORT

None.

25/37 COUNCILLORS REPORTS

25.37.01 Parish Councillors raised concern about hedging causing difficulties pulling out on to Marks Hall Lane. Clerk to write to the householder.

25.37.02 Potholes in The Gossetts and road re-surfacing

Cllr Barker had sent an email and has chased the issue of potholes in The Gossetts road with Uttlesford District Council.

25.37.03 The Gossetts car park update

Councillors discussed the merits of a height restriction barrier being installed. But it was decided not to approach the company producing these barriers or UDC to ask for one to be installed.

Light doesn't work in car park, report to UDC. Clerk to action.

Fencing posts are rotten and falling down. Clerk to report to UDC.

25.37.04 Tree over hanging A1060

This has been reported to Essex Highways with the reference number: 4013711. Debris on road and lorries are hitting it. Ditch is filling up and still running.

Signed

Cllr Simon Phillips (Chair, Parish Council)

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

- Probationary Period and training

25.38.01 Parish Councillors **resolved and agreed** 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 Parish Councillors **resolved and agreed** 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 Parish Councillors **resolved and agreed** 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]

The meeting resolved to make no objections to the planning applications considered.

25/40 VEHICLE ACTIVATED SIGN ON A1060

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.

Clerk to follow-up with Essex Highways on permissions.

Cllr Parsons thanked Cllr Nicol for his excellent report into the placement of the sign.

Parish Councillors **resolved and agreed** to purchase an Elan City device, subject to approvals from Essex Highways. Councillors also discussed contractors to install the post and the potential for a speed camera to be installed on the same post. Clerk to look into necessary permissions for a speed camera.

Cllr Phillips asked if there was a plan more generally to drop the speed on the A1060. Cllr Phillips asked for a letter to be drafted to ask this question to Cllr Barker. Essex Highways to see if the 40mph move to the other side of the bus layby. Keep on the agenda original village sign and boundary should be before the four way junction.

25/41 NEW POLICIES

25.41.01 Parish Councillors **resolved and agreed** to approve a new Diversity and Inclusion policy.

25.41.02 Parish Councillors **resolved and agreed** 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 14th December 2025 for local residents was a successful community event with around 70 people attending. The Parish

Signed
Cllr Simon Phillips (Chair, Parish Council)

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 24th December. As agreed in the budget set for the party in July 2025, Cllr Turner was reimbursed for drinks, salads, cakes and other sundries that he purchased for the party on Sunday, 11th January 2026. These items came to a total of £295.02. Thank you to Cllr Turner and all of the Parish Councillors and their families involved in making this a success.

Parish Councillors also wanted to thank Martin Ritichie for his generosity in hosting the Christmas Party at the Reid Rooms and for Chloe Ritichie putting together a fun Christmas quiz.

Planning for a future Christmas Party was discussed and dates for next year were suggested and need to be confirmed.

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). Thank you to Denise Powell for her work in securing prizes and selling tickets.

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. Parish Councillors **resolved and agreed** to make an outstanding payment to the previous Parish Clerk, Allison Ward of £153.55. This was the result of an uncashed cheque for Clerk's salary.

25.43.02 Parish Councillors **resolved and agreed** to amend the reserves policy to hold between 6 and 12 months of the overall Precept in General Reserves rather than 12 to 24 months.

25.43.03 The Clerk presented a draft expenditure budget for consideration. After discussion regarding the increased costs of a replacement defibrillator, the purchase of the VAS sign, and training for the Clerk, Parish Councillors discussed raising the Precept to £3,750, which will show as a 48.11% increase on the current year on council tax bills for the Parish Council portion of the Precept. The average band D cost will be £39.16 per annum an increase of £12.72. Parish Councillors **resolved and agreed** a Precept of £3,750 this will now be submitted to Uttlesford District Council.

25/44 DATES OF MEETINGS FOR 2026

18th March

20th May

15th July

16th September

18th November

25/45 ITEMS TO NOTE FOR THE NEXT MEETING

The meeting noted that the Pop-up Pub next date will be Thursday, 26th February 2026.

Signed

Cllr Simon Phillips (Chair, Parish Council)

Also, the Litter Pick is scheduled for Saturday, 14th March 2026 starting at 11am.

25/46 DATE OF NEXT MEETING, Wednesday 18th March 2026 at 7.30pm at The Reid Rooms.

Meeting closed by the Chair at 09.23pm.

APPENDIX A

REF	ADDRESS	DESCRIPTION	DETAILS
<i>New applications</i>			
UTT/25/3285/DOC	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
UTT/25/3102/AG	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

PAYMENT TO:	VALUE:
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
TOTAL:	£436.48

Signed
Cllr Simon Phillips (Chair, Parish Council)