

MARGARET RODING PARISH COUNCIL


Clerk to the Council – Oliver Rogers

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Councillors are hereby summoned to attend the Annual General Meeting of the Parish Council which will be held at The Reid Rooms on WEDNESDAY 20th MAY 2026 at 7.45PM 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

13th May 2026

MEETING AGENDA

26/01 ELECTION OF THE CHAIRMAN

For the civic year 2026-27 and DECLARATION OF ACCEPTANCE OF OFFICE as CHAIRMAN to be signed by Chairman, Local Government Act 1972 Section 15 (1) and (2).

26/02 ELECTION OF THE VICE-CHAIRMAN

For the civic year 2026-27 and DECLARATION OF ACCEPTANCE OF OFFICE as VICE-CHAIRMAN to be signed by the Vice-Chairman, Local Government Act 1972 Section 15 (6).

26/03 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.

26/04 DECLARATION OF INTERESTS FOR THIS MEETING

Members to declare interests for items on the agenda.

26/05 PUBLIC FORUM (Maximum 15 minutes)

26/06 MINUTES OF ORDINARY PARISH COUNCIL MEETING seeking approval for minutes of the previous meeting held on Wednesday, 18th March 2026.

26/07 COUNTY AND DISTRICT CLLRS REPORT

26/08 CLLR TRAINING AND RESPONSIBILITIES

To discuss and decide on any changes to the below list:

- Planning including Local Plan –
- Highways including highway safety –
- Environment including litter picks –
- Footpaths –

- Uttlesford liaison –
- Defibrillator management –

26/08 CLERK’S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

- Footpath between Brick House and Marks Hall Lane – Thank you to Henry Savage for spraying back the vegetation to improve the access along that footpath.
- Thames Water correspondence

26.08.01 Discuss and decide on ordering replacement pads for the defibrillator in The Gossetts car park at a total cost of £121.95.

26/09 PLANNING APPLICATIONS [See APPENDIX A below]

26.09.01 To discuss and decide on the below planning applications.

26/10 CHURCH INSURANCE GRANT

26.10.01 To discuss and decide on whether to make a grant to cover the cost of insurance for St Margaret of Antioch Church and to set a level for the grant.

26/11 FINANCE [See APPENDIX B below]

26.11.01 To approve the payment of the below payments

26.11.02 Meeting to note that the current account balance is **£3,285.47** and the saving account balance is **£4,946.60** as at 13th May 2026. To note: The Precept has been received from Uttlesford District Council for £1,875.

26.11.03 To receive and consider the revised Assert Register valuation document for 2025/26.

26/12 APPOINTMENT OF INTERNAL AUDITOR

26.12.01 To discuss and decide on the appointment of Terry Bell [the Leaden Roding Parish Clerk] as the internal auditor to Margaret Roding Parish Council

26/13 AGAR DOCUMENTS

26.13.01 Complete and sign the Annual Governance Statement

26.13.02 Complete and sign the Annual Accounting Statement

26.13.03 Agree the Clerk/RFO to submit all AGAR documentation [following completion of the internal audit] to the external auditor.

To note: Internal auditor's report to be presented to the Parish Councillors at the next meeting in July.

26/14 ITEMS TO NOTE FOR THE NEXT MEETING

26/15 FUTURE DATES OF NEXT MEETINGS

18 th March	
20 th May	
15 th July	
16 th September	
18 th November	

26/16 DATE OF NEXT MEETING Monday, 15th July 2026 at 7.30pm at The Reid Rooms.

APPENDIX A

REF	ADDRESS	DESCRIPTION	DETAILS
Latest applications			
Nil.			
Information only			
UTT/26/0647/OHL	Land At White Hall Chelmsford Road Margaret Roding Essex	Notice under Electricity Act 1989 Overhead Line (Exemption) (England & Wales) Regulations 2009 - to upgrade the existing LV overhead line from pole 352529 to 352528. Upgrade White Hall Pole-Mounted Transformer to 200kVA and install a lame-leg pole. Install a new terminal pole to the north of the site with two new stays, replace existing HV overhead span to allow for a new terminal pole installation with two new stays. Replace two angle stays at pole 31411	UK Power Networks – UDC Opinion given
UTT/26/0618/FUL	White Hall Chelmsford Road Margaret Roding Essex CM6 1QL	S73 application to vary condition 2 (approved plans) and 12 (vehicle parking and turning) of UTT/23/1826/FUL (Demolition of existing buildings and redevelopment to residential use comprising 7 no. new dwellings)	Approve with Conditions - 24th April 2026
UTT/25/2126/FUL	1 Chestnut Cottages Chelmsford Road Good Easter Chelmsford Essex	Conversion of existing outbuilding to self-build residential dwelling, New vehicular access and associated development	Approve with Conditions - 17th April 2026
UTT/26/0569/DOC	White Hall Chelmsford Road Margaret Roding Essex CM6 1QL	Application to discharge condition 4 (noise) attached to UTT/23/1826/FUL	Discharge Conditions in Part - 17th April 2026

APPENDIX B

The following financial payments are proposed:

PAYMENT TO:	VALUE:
Oliver Rogers, Parish Clerk [April/May]	£248.88
Zurich Insurance	£196.00
Margaret Roding Parochial Church Council	TBC
TOTAL:	£444.88