

MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL
held at The Reid Rooms on Wednesday, 20th May 2026 at 07:30pm

Present: Cllrs Simon Phillips (Chair), Chris Turner (Vice-Chair), Richard Parsons, Dave Nicoll the Clerk, Oliver Rogers.¹

2 members of the public.

The Chair, Cllr Phillips opened the meeting at 7.45pm

26/01 ELECTION OF THE CHAIRMAN

Cllr Phillips was proposed as Chairman for the Civic Year 2026-27 by Cllr Parsons and seconded by Cllr Turner with all in agreement. The Chairman signed a declaration of acceptance of office, which was witnessed by the Clerk.²

26/02 ELECTION OF THE VICE-CHAIRMAN

Cllr Turner was proposed as Vice-Chairman for the Civic Year 2026-27 by Cllr Parsons and seconded by Cllr Nicoll with all in agreement. The Vice-Chairman signed a declaration of acceptance of office, which was witnessed by the Clerk.³

26/03 APOLOGIES FOR ABSENCE⁴

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

Cllr Gemma Chaplin was working and Cllr Robert Trundle was ill.

26/04 DECLARATION OF INTERESTS FOR THIS MEETING⁵

None.

26/05 PUBLIC FORUM (Maximum 15 minutes)

Both residents in attendance raised the issue of excessive speed of vehicles on the A1060 through Margaret Roding. Cllr Turner it had improved as the bend marker is now there and speeding is a little less.

Cllr Phillips said Marks Hall Lane should be reduced to at least 50mph. Cllr Nicol said he thought there has to be 10 property turnings to warrant the introduction of the speed limit.

All Councillors agreed they would like the village signs and the speed limit to start the other side of the 4 Wantz crossroads by the original village sign.

Parish Councillors will raise the issue with the County Councillor, Geoff Bagnall when there is an opportunity and to get the Vehicle Activated Sign installed over the summer.

A resident asked for orange litter bags and Cllr Phillips will provide.

A resident raised the issue of light pollution in the Greenbelt and asked if there is an

¹ Local Government Act 1972 Section 12 (40) [Record of attendance at the meeting]

² Local Government Act 1972 Section 15 (1) and (2) [Appointment of a Chairman]

³ Local Government Act 1972 Section 15 (6) [Appointment of a Vice-Chairman]

⁴ Local Government Act 1972 Section 85 (1) [Record of absence for the meeting]

⁵ Localism Act 2011 Section 29 (1) [Record of declared interests]

opportunity for the Parish Councillors to encourage a switch off of lights. Clerk suggested a campaign to observe the WWF switch-off evening in March 2027 and a talk on light pollution combined with an astronomy session in the churchyard. Plan to be brought forwards.

A resident raised the issue of DigiGo bus stopping on the dangerous bend at St Margaret's Church. Clerk to write to DigiGo to come to the Gossetts rather than the Church.

26/06 MINUTES OF ORDINARY PARISH COUNCIL MEETING⁶ held on Wednesday, 18th March 2026. The meeting **resolved and agreed** the minutes as a record of the proceedings.

A discussion followed on how to display planning application comments clearly on minutes and Parish Councillors asked the Clerk to set this out clearly in the next document.

26/07 COUNTY AND DISTRICT CLLRS REPORT

New County Councillor for Takeley Division, Geoff Bagnall was unable to attend the meeting and sent his apologies. Geoff has indicated that he will try and attend the next meeting in July. District Councillor, Susan Barker also sent her apologies.

26/08 COUNCILLORS REPORTS

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

- Highways including highway safety – Cllrs Parsons/Turner
- Environment including litter picks – Cllr Phillips
- Footpaths – 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.
- Defibrillator management – Cllr Parsons

26/09 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

- Thames Water correspondence – write to Martin Ritchie and Andrew Cooke to thank them for their work on ditches. Follow-up with Kemi Badenoch and look to inform the MP's office of the lack of engagement from Thames Water.
- Highways need to pump out the ditch by the 30mph advisory. October should come and do the pipes and the bend. Clerk to send a reminder in September.
- Laurels have been trimmed, more work required.
- Posts around the carpark - UDC had been to inspect and nothing has happened and the light is still not fixed.

26/10 PLANNING APPLICATIONS [See APPENDIX A below]⁷

An update on the planning applications listed below was read out to the meeting.

26/11 CHURCH INSURANCE GRANT

26.11.01 **Parish Councillors resolved and agreed** to make a grant of £1,000 to cover the majority of

⁶ Local Government Act 1972 Section 12 Part IV para 41 (1) and (2) [Minutes are a signed and accurate record of the previous meeting]

⁷ The Town and Country Planning (Development Management Procedure) (England) Order 2015 (Article 25 and 25A) [Parish Council is a statutory consultee for all parish related planning applications submitted to the Principal Authority in England]

the cost of insurance for St Margaret of Antioch Church to the Parochial Church Council. Due to the delay in processing this donation it was decided to increase the amount to cover both last year (25/26) and this year (26/27). No further grants to the local PCC will be considered until after March 2027.

26/12 FINANCE [See APPENDIX B below]

26.12.01 The meeting **resolved and agreed** to make the below payments

26.12.02 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.

26.12.03 Cllrs **resolved and agreed** the revised Asset Register valuation document for 2025/26.

26/13 APPOINTMENT OF INTERNAL AUDITOR

26.13.01 Cllrs **resolved and agreed** to appoint Terry Bell [the Leaden Roding Parish Clerk] as the internal auditor to Margaret Roding Parish Council.

26/14 AGAR DOCUMENTS

26.14.01 Cllrs **resolved and agreed** to sign the Annual Governance Statement

26.14.02 Cllrs **resolved and agreed** to sign the Annual Accounting Statement

26.14.03 Cllrs **resolved and agreed** the Clerk/RFO will 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.

26/15 ITEMS TO NOTE FOR THE NEXT MEETING

- Christmas Party – Cllr Phillips will get the leaflet out with the Parish News. Clerk to print out 100 leaflets for encouraging sign-up. 60 people is the break even number of the event and decision to be taken in September as to whether the event goes ahead.
- Clerk to check on Community Infrastructure Levy (CIL) with 7 houses being built in the parish and if the new **houses** at White Hall are in Margaret Roding.

26/16 FUTURE DATES OF NEXT MEETINGS

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

26/17 DATE OF NEXT MEETING Wednesday, 15th July 2026 at 7.30pm at The Reid Rooms.

Cllr Phillips closed the meeting at 9.20pm.

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	£1,000
TOTAL:	£1,444.88