

MINUTES OF THE ANNUAL GENERAL MEETING OF THE PARISH COUNCIL
held at The Reid Rooms on Wednesday, 22nd July 2026 at 07:30pm

Present: Cllrs Chris Turner (Vice-Chair), Richard Parsons, Dave Nicoll, Robert Trundle and the Clerk, Oliver Rogers.¹ Also attending was Cllr Susan Barker.

1 member of the public.

The Vice Chair, Cllr Turner opened the meeting at 7.35pm

26/17 APOLOGIES FOR ABSENCE²

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

Cllr Simon Phillips was away.

26/18 DECLARATION OF INTERESTS FOR THIS MEETING³

None.

26/19 PUBLIC FORUM (Maximum 15 minutes)

None.

26/20 MINUTES OF ORDINARY PARISH COUNCIL MEETING⁴ held on Wednesday, 20th May 2026. The meeting **resolved and agreed** the minutes as a record of the proceedings.

26/21 DISTRICT CLLRS REPORT

Cllr Barker encouraged Parish Councillors to raise the hedge cutting along the pavements in Margaret Roding with Cllr Bagnall and the likely future of projects agreed by the Local Highways Panel for Uttlesford at the end of last year.

Cllr Barker said that the number of empty council houses in the district was of concern. UDC took back in-house maintenance of its housing stock on 1st April 2026. Decarbonisation work didn't take place on all properties and some of the grant has had to be given back she added. There is a house on Marks Hall Lane that is empty and Cllr Barker has been told that a programme of work to get the void properties back up to specification ready for habitation is required. Housing budget is ring-fenced and rents have to be re-invest in housing said Cllr Barker.

District Council adopted a Community Infrastructure Levy (CIL) at the previous meeting of UDC and this is supposed to capture a little bit of money for those ones and twos dwellings being built, - that at the moment don't pay anything for community infrastructure. *[Note: This is a charge per square metre of new build properties, with between 15 and 25% of the charge going to Parish Councils]*

26/22 COUNCIL VACANCY

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

² Local Government Act 1972 Section 85 (1) [Record of absence for the meeting]

³ Localism Act 2011 Section 29 (1) [Record of declared interests]

⁴ Local Government Act 1972 Section 12 Part IV para 41 (1) and (2) [Minutes are a signed and accurate record of the previous meeting]

Signed
Chair of the Meeting

26.22.01 The meeting unanimously **resolved and agreed** to co-opt Gillian Wendelken to Margaret Roding Parish Council.

26.22.02 Cllr Wendelken signed the Acceptance of Office and will complete the Register of Interests Declaration within 28 days of taking office.

26/23 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

County Cllr Geoff Bagnall arrived at 8pm

26/21 COUNTY CLLRS REPORT (Cont.)

Cllr Bagnall said that Reform UK has produced a 100 day plan for Essex County Council since taking control of the authority in May.

Cllr Bagnall then gave an update on the following items:

- Jet spraying of tarmac to fill potholes has not worked well on the rural roads
- Essex County Council has decided that Vehicle Activated Signs will not be funded through grant schemes
- Surface water flooding at the entrance to The Gossetts was explained to Cllr Bagnall and he has asked for updates on contacts with Essex Highways and especially once the culverts and ditches need clearing and flushing through
- Staffing levels for jobs such as rights of way, hedges and verges was low
- Local Highways Panel scheme for Margaret Roding hedges – Cllr Bagnall has asked the question about Margaret Roding's scheme

26/24 PLANNING APPLICATIONS [See table below]⁵

26.24.01 The meeting looked at the below planning applications and made no comment.

REF	ADDRESS	DESCRIPTION	DETAILS
Latest applications			
UTT/26/1398/FUL	White Hall Chelmsford Road Margaret Roding Essex CM6 1QL	S73 application to vary condition 2 (approved plans) attached to UTT/23/1826/FUL - House types 3 and 4 space above garages converted with 2x rooflights added over garage on rear elevation	Approved
UTT/26/1335/DOC	Margaret Roding House Chelmsford Road Margaret Roding Essex	Application to discharge condition 5 (method statement and structural drawings) attached to UTT/17/3578/LB	Discharge conditions in full
Information only			

26/25 VAS SIGN UPDATE

26.25.01 The meeting unanimously **resolved and agreed** to accept Essex Highways' confirmed costing to install a new post with their contractor at **£2,062.14** excluding VAT. Tree ownership has proved difficult to establish for the existing post and given Highways are doing much less tree and hedge maintenance unlikely to yield much. Cllr Bagnall said he would look into getting a reduction

⁵ 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]

Signed
Chair of the Meeting

in costs. *[The latest contract figure from Essex Highways is now £1,866.02 excluding VAT]*

26.25.01 To note: the Essex Community Fund has notified the Parish Council that the bid for funds from the Essex Fund from Essex County Council and the Essex Rural Fund were both unsuccessful.

Cllrs again discussed the Margaret Roding entry signs and say that these should be the other side of the crossroads.

Cllrs noted and thanked Cllr Nicoll and Cllr Parsons for their work on clearing the ditch along side the A1060. Cllr Nicoll and Cllr Parsons cleaned the signs on all the road bends. Vegetation needs cutting back between Marks Hall Lane and Ongar Road.

26/12 FINANCE [See table below]

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

PAYMENT TO:	VALUE:
Oliver Rogers, Parish Clerk [April/May]	£202.28
HMRC	£46.60
TOTAL:	£248.88

26.26.02 Meeting to note that the current account balance is **£1,749.45** and the saving account balance is **£4,960.70** as at 10th July 2026.

The Banking Mandate requires updating.

26/27 REPORT OF INTERNAL AUDITOR

26.27.01 Cllrs received the report of the Internal Auditor. No issues had been identified for correction and the accounts were accepted as a record of the past financial year. Cllrs noted their thanks and appreciation to Terry Bell [the Leaden Roding Parish Clerk] for her work in reviewing the documents.

26/28 AGAR DOCUMENTS

26.28.01 Parish Cllrs to note that the AGAR return was submitted to the external auditor and the Certificate of Exemption has been published on our website as required.

26/29 ITEMS TO NOTE FOR THE NEXT MEETING

- Christmas Party – Cllrs noted that numbers are low and a second invitation should be sent out
- Tree on A1060
- Footpaths and spraying

26/16 FUTURE DATES OF NEXT MEETINGS

18 th March	
20 th May	

Signed
Chair of the Meeting

15 th July moved 22 nd July	
16 th September	
18 th November	

26/17 DATE OF NEXT MEETING Wednesday, 16th September 2026 at 7.30pm at The Reid Rooms.

Cllr Turner closed the meeting at 9.21pm.

Signed
Chair of the Meeting