

## **MARGARET RODING PARISH COUNCIL**

### **MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL**

held at The Reid Rooms on Wednesday 16<sup>th</sup> July 2025 at 08:00pm

Present: Cllrs Chris Turner, David Nicoll, Gemma Chaplin, Simon Phillips (Chair), Richard Parsons, and the Clerk, Oliver Rogers.

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#### **25/01 APOLOGIES FOR ABSENCE**

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

Robert Trundle

#### **25/02 DECLARATION OF INTERESTS FOR THIS MEETING**

Members declared no interests.

#### **25/03 APPOINTMENT OF THE PARISH CLERK AND RESPONSIBLE FINANCE OFFICER**

ACTION: To appoint Oliver Rogers as Clerk and Responsible Finance Officer for Parish of Margaret Roding.

Proposed by Cllr Phillips and seconded by Cllr Parsons with all in agreement.

The Chair, Cllr Phillips proposes a motion of thanks to Allison Ward for her service as the Clerk to the Parish Council and for all of her hard work on behalf of residents of Margaret Roding during her time in the position.

All agreed with Cllr Phillips motion.

#### **25/04 PUBLIC FORUM (Maximum 15 minutes)**

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No residents in attendance.

#### **25/05 MINUTES OF THE ANNUAL PARISH COUNCIL MEETING** Wednesday, 14<sup>th</sup> May 2025

Proposed by Cllr Phillips and seconded by Cllr Nicoll with all in agreement.

Signed  
Cllr Simon Phillips (Chair, Parish Council)

**25/06****COUNTY AND DISTRICT CLLRS REPORT**

No reports were received from County or District Cllrs.

**25/07****CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE**

Update on potholes and works on a tree at the entrance to the Gossetts. The Clerk reported that this had been chased by Cllr Barker and himself.

**25/08****COUNCILLORS REPORTS**

To receive any updates from councillors: including Pop-up Pub from 22<sup>nd</sup> May.

Cllr Turner said that the Pop-up Pub had gone from strength-to-strength. Cllr Chaplin said that copies of the poster have been handed around in other villages and the meeting was keen to build on the success and encourage people from other villages to attend.

Some feedback had been that not everyone wanted Fish and Chips every time. Alternatives could be considered but Councillors voiced concerns that Fish and Chips could be the draw.

Next Pop-up Pub is on Thursday 24<sup>th</sup> July at the Reid Rooms and all are welcome.

**25/09****PLANNING**

25.09.01 New  
Applications

APPLICATION NO: [UTT/25/1831/FUL](#)

PROPOSAL: Proposed agricultural access and track

LOCATION: Garnish Hall Farm Chelmsford Road, Margaret Roding

No objections raised during the discussion by the Parish Council.

25.09.02 Decisions,  
for information only

APPLICATION NO: [UTT/25/1116/CLP](#)

PROPOSAL: Development proposed conversion to residential of an existing barn

LOCATION: The Hill, Chelmsford Road, Margaret Roding

DECISION: Approved

Signed  
Cllr Simon Phillips (Chair, Parish Council)

25.09.03

To consider how to respond to **Stansted Airport planning application**

Application [UTT/25/1542/FUL](#),

Councillors discussed background details to this application including 'airfield works comprising two new taxiway links to the existing runway (Rapid Access Taxiway and Rapid Exit Taxiway) to enable continued airfield operations of 274,000 aircraft movements and an increase in passenger throughput from 43 million terminal passengers to up to 51 million terminal passengers, in a twelve month calendar period. The deadline for responses is 21st July.

Councillors agreed to a short comment in support of the implementation of further green transport infrastructure, but to note consideration of parking abuses in the areas immediately near Stansted Airport. Clerk to circulate a short comment for submission.

25/10

**UPDATE ON A1060 DRAINAGE SYSTEM**

Cllr Parsons meet with an engineer from Essex Highways on 10<sup>th</sup> July.

Cllr Parsons said there is a blockage in the pipe that goes under Cllr Parsons's property. Essex Highways came and pumped that out. Approach that Cllr Parsons has taken is to tell the local authorities that a little bit of spend saves a lot of cost at a later stage.

Essex Highways engineer and Cllr Parsons were looking at the pipe that runs under the A1060 and Essex Highways say the two holes are nothing to do with that pipe and the pipe is redundant. Cllr Parsons found 2 manhole covers in a ditch on the opposite side of the A1060 indicating that there is a pipe. Essex Highway feels that the pipe has collapsed and they don't have the budget to replace it.

Cllr Parsons said he did not believe this as the blockage must be between the manhole covers and the two holes in the road. Need to pump it out – for the sake of safety they know they have a high-risk issue and they should organise a cleaning out of that pipe.

Essex Highways engineer has gone away to consider what further action might be possible.

Cllr Parsons said Essex Highways really can't avoid pumping out that pipe and cleaning the culverts just as was carried out last year.

**25/10 [cont.]**

Framers to keep the ditches clear and the council to keep the pipes clear. Instead of the council turning up each year to pump out the pipes.

**ACTION:** Need to speak to Martin Richie and Strutt and Parker about making sure ditches are clear ahead of winter. Clerk to make contact.

by Essex CC and then Uttlesford - need to talk between Uttlesford and post harvest the cleaning of the roads . Cllr RP says the gullies need to be cleared – both council are in danger of knowing about a risk to life and not doing anything about it.

### **WATER COMING DOWN MARKS HALL LANE**

Manhole cover before the Thames Water pumping station and the new housing built adjacent to The Gossetts there is a pipe that is too small [Thought to be 9 inch into a 6 inch diameter pipe].

Uttlesford District Council need to come and pump it out as half of it goes across their carpark. The Clerk noted that Uttlesford DC had been asked to consider the matter of ownership of the pipe and it had been confirmed that UDC was discussing ownership among its senior managers.

Sweeping the roads post-harvest for the culverts. Essex Highways haven't confirmed they'll clear the gullies but they're coming back to look at the manholes.

The meeting noted that Essex Highways contracted verge cutting took place.

Cllr Nicoll would like to know the Uttlesford cleaning schedule. Cllrs Phillips and Parsons said things are better than they were.

Essex Highways says that they will come and pump it once a year. Cllr Parsons said that Parish Council could liaise with landowners quickly and to help with the situation.

**25/11**

### **FESTIVAL FOR MARGARET RODING**

This event was due to take place on Sunday 20<sup>th</sup> July, however Cllr Chaplin updated the meeting that due to illness and weather it would have to be scaled back.

It was agreed amongst Cllrs that drinks would be served inside the Church after the service.

**25/12**

### **CHRISTMAS PARTY PLANNING**

The Reid Rooms has been booked for Sunday 14th December 2025. The date has been agreed in partnership with the Church.

Cllr Phillips said around 60 people attended the party last year and it was a great success.

**25/12 [cont.]**

The Chair said that Cllr Turner and his wife, Alex would run the event again and the Parish Council would set a budget.

It was agreed to check the limit of The Reid Rooms to see if more people could attend and aim for around 100 this year.

Adverts and leaflets should go out in September, Cllr Turner's manager has done the artwork for the poster. Cllr Parsons said RSVP to attend to the Clerk and get emails of attendees for future contact.

ACTION: Clerk to collect emails of attendees. RSVP by 1st November.

ACTION: Leaflet to be produced by Cllr Turner.

Times of the event to remain the same and leaflets to be delivered by the end of September.

ACTION: 100 leaflets – printed by church Cllr Halpin to organise.

It was agreed by the meeting that the food would be lasagne with a vegetarian option.

Cllr Parsons asked that tasks be assigned to individuals and raffle prizes were discussed. Cllrs are to ask for donations of prizes and the proceeds to the Church.

Cllr Phillips said that the budge for the previous year had been £600 for 80 people, but he wanted to see the budget increase in-line with expected number.

Budget for party to be increased as confirm numbers are known proposed by Cllr Parsons and seconded by Cllr Phillips with all in agreement.

**25/13**

## **IT AND EMAIL ACCOUNTS POLICY**

Following the transfer to .gov email accounts it is required by the Annual Governance and Accountability Return (AGAR) to implement a standard IT policy with reference to use of email accounts.

To approve the draft policy proposed by Cllr Phillips and seconded by Cllr Turner with all in agreement. Clerk to publish document on policy page of the website.

**25/14**

## **WINTER SALT SCHEME**

The meeting agreed that no salt was required from Essex County Council this year.

**25/14 [cont.]**

**ACTION:** Cllr Parsons agreed to check the salt bins for old bags of salt.

**25/15****FINANCE**

*The following payments are proposed:*

<b><i>PAYMENT TO:</i></b>	<b><i>VALUE:</i></b>
Allison Ward, Parish Clerk	£112.66
Oliver Rogers, Parish Clerk	£31.10
RCCE membership renewal fee	£70.00

**25/16****AOB**

Rubbish dumped on the Ongar Road near to Roxwell Lane – Martin Richie reported it to Cllr Parsons and in turn it was reported quickly to Uttlesford DC. UDC cleared the rubbish following the report. Cllr Parsons said it was building trust between land owners and the Parish Council due to quick work.

Defibrillator – cabinet is dry and battery is full as Clerk and Chair checked it on 12<sup>th</sup> July. Ask again to Thames Water to put the box with electricity on the wall of the pumping station.

**25/17****ITEMS TO NOTE FOR THE NEXT MEETING**

Christmas Party

VAS sign

List of meetings for next year – Clerk to action

**DATE OF NEXT MEETING**, Wednesday 17th September 2025 at 7.30pm at The Reid Rooms.

Meeting closed by Chair at 09.25pm.

Signed

Cllr Simon Phillips (Chair, Parish Council)