

Margaret Roding Parish Council

MINUTES

Ordinary Meeting of Margaret Roding Parish Council

held on Tuesday 28th November 2017, at 7.30pm at The Farmhouse, Reid Rooms

Present Cllr Peter Briggs
Cllr Lee Cooper (Chairman)
Cllr Ian Crisp
Cllr Simon Phillips
Cllr Chris Turner
Clerk Allison Ward

Residents and Visitors 0 residents

1	Apologies for absence Cllr Lorraine Player sent retrospective apologies to the meeting.	
2	Declaration of Interest for this meeting None	
3	Public Forum Nothing to report	
4	Minutes Minutes of the Ordinary Parish Council Meeting 3 rd October 2017 were proposed by Cllr Crisp as a true record, seconded by Cllr Turner with all in agreement; the chairman signed the minutes.	
5	County and District Cllr Report Nothing to report	
6	Clerk's Progress Update and Correspondence Nothing to report	
7	Cllrs Reports	
7.1	Environment and Health – Dates for the Keep Britain Tidy national litter pick have been confirmed as March 2 nd -5 th , Cllrs agreed to hold a village litter pick on Saturday 3 rd March.	Cllr Phillips
7.2	Transport - Cllr Briggs had circulated a report following the Parish Council forum meeting in mid-October organised by Manchester Airport Group. Stop Stansted Expansion is inviting Parish Councils who have not recently attended the SSE Town and Parish Council Liaison meetings to consider sending a representative. From January 2018 discussions will be focused on preparing and responding to MAGs submission of an expected planning application to increase passenger numbers. Cllr Briggs will continue to monitor and if a Cllr is available the Parish Council will attend the SSE meetings	Cllr Briggs

Signed
Lee Cooper
Chairman Margaret Roding Parish Council

Margaret Roding Parish Council

7.3	Communication - Cllr Crisp continues to monitor plans from the Superfast Broadband team. Following email exchanges, Clerk to forward Cllrs details to District Cllr Howard Ryles who is looking into broadband issues locally.	Cllr Crisp & the Clerk
7.4	Local Government – Nothing to report	-
7.5	Village Map – Cllr Briggs confirmed that he has now reviewed old newspapers and is in the process of pulling together the information into a summary which will be circulated to Cllrs for review.	Cllr Briggs
8	Planning	
8.1	Applications - None	-
8.2	Decisions	-
	Application No UTT/17/2655/HHF Location Pinfold, Chelmsford Road Development Single storey front extension Decision Conditional Approval	
	Application No UTT/17/2268/HHF Location Proposed two storey rear extension, porch to front and internal alterations Development 2 Ongar Road Decision Conditional Approval	
8.3	Planning Enforcement – Since October 2016, Uttlesford Planning have had responsibility for enforcement. They are seeking Parish Council views on ‘cluster’ meetings for smaller Parish Councils to discuss processes and issues. The Parish Council confirmed it would be happy to attend.	Clerk
9	Grant Applications	
	None Received.	
10	Vehicle Activated Sign	
	Following the decision at the last meeting the Clerk submitted a request to the Uttlesford Highway Panel (UHP) for a Vehicle Activated Sign (VAS). This request will be considered by the panel in January 2018 as part of the allocation of 2018/19 budgets.	Cllrs & Clerk
	A lengthy discussion took place on whether the Parish Council should purchase its own VAS sign if its request to UHP was unsuccessful; initial quotes are c.£2.5-£3k to buy. In addition, Cllrs/residents will be responsible for charging and changing batteries weekly, solar power is only appropriate if the sign is activated less than 1,000 times per day. There were differing views on whether a VAS would be effective. In conclusion it was agreed to carry out further research and the Clerk was asked to contact Roxwell and Writtle Parish Councils for views.	

Signed
Lee Cooper
Chairman Margaret Roding Parish Council

Margaret Roding Parish Council

11	<p style="text-align: center;">Local Heritage List</p> <p>Uttlesford District Council is compiling the Local Heritage List to recognise and celebrate important buildings and structures that make a contribution to the District. This list will inform future planning applications and ensure such assets are given due regard in the planning process.</p> <p>Cllr Crisp proposed that the Parish Council nominates the water pump at Brickhouse Villas, this was seconded by Cllr Cooper with all in agreement.</p>	Clerk				
12	<p style="text-align: center;">Parish Council Meetings 2018</p> <p>The following meeting dates were agreed for 2018, subject to the availability of The Farmhouse.</p> <p>Tuesday 23rd January Tuesday 20th March Tuesday 15th May Tuesday 10th July Tuesday 2nd October Tuesday 27th November</p>	Clerk				
13	<p style="text-align: center;">Highways and Footpaths</p> <p>Cllr Phillips commented on the vegetation left in The Gossetts car park after works by Thames Water, Clerk to ask Thames Water to remove.</p>	Clerk				
14	<p style="text-align: center;">Finance</p> <p>14.1 Cheques approved</p> <table data-bbox="256 1192 1252 1262"> <tr> <td>Allison Ward (Parish Clerk salary, office expenses)</td> <td style="text-align: right;">£ 111.67</td> </tr> <tr> <td>Reid Rooms – hire of Farmhouse for meetings</td> <td style="text-align: right;">£ 108.00</td> </tr> </table> <p>14.2 In line with Parish Council budgets, the Clerk had received a request from St Margaret's church for a grant of £800 towards the church insurance. Cllr Briggs proposed that the grant is paid, (in accordance with the Essex Act 1987 section 48), this was seconded by Cllr Turner with all in agreement.</p> <p>14.3 A first draft of the 2018/19 budget was circulated by the Clerk, this will be agreed and precept set at the January meeting once information is available from Uttlesford District Council.</p> <p>14.4 Under the new legislation PKF Littlejohn have been appointed as External Auditors for a 5-year period beginning 2017/18. The Parish Council confirmed there are no conflicts of interest.</p>	Allison Ward (Parish Clerk salary, office expenses)	£ 111.67	Reid Rooms – hire of Farmhouse for meetings	£ 108.00	Clerk
Allison Ward (Parish Clerk salary, office expenses)	£ 111.67					
Reid Rooms – hire of Farmhouse for meetings	£ 108.00					
15	<p style="text-align: center;">Items for next Agenda</p> <p>To include,</p> <ol style="list-style-type: none"> a. Vehicle Activated Speed Sign b. Budget 2018/19 c. Litter pick 					

Signed
 Lee Cooper
 Chairman Margaret Roding Parish Council

Margaret Roding Parish Council

15	<p style="text-align: center;">Date of Next Meeting</p> <p>Tuesday 23rd January 2018 at 7.30pm in The Farmhouse, Reid Rooms.</p> <p>The meeting finished at 8.50pm</p>	
----	--	--

ALLISON WARD
Clerk to Margaret Roding Parish Council

Signed
Lee Cooper
Chairman Margaret Roding Parish Council