

**Wendens Ambo Parish Council
Draft Minutes of Meeting 1st February, 2016**

Wendens Ambo Parish Council Meeting, Village Hall, Royston Road, Wendens Ambo, Essex, CB11 4JX at 8pm. Present: Cllr Isobel Grant (Chair), Cllr Jim Grant, , Cllr Andrew Farrimond, Cllr Dominic Russell, Cllr Ann Wade, Cllr Alan Lovett and Cllr Guy Morrogh. In Attendance: District Cllr Julie Redfern, Parish Clerk and 4 Members of the Public.

02/16/01	Chairman 's Welcome Chairman Isobel Grant welcomed those present to the meeting.
02/16/02	Apologies For Absence Apologies for early departure were received and accepted from District Cllr Julie Redfern.
02/16/03	Declarations Of Interests None.
02/16/04	Public Participation None
02/16/05	Previous Minutes Councillors agreed the minutes of the January Parish Council meeting as a true and accurate records of proceedings and Chairman Isobel Grant signed the minutes.
02/16/06	<p>Matters Arising</p> <p><u>Dodna Lane</u> The bollard is due to be installed mid February. It was agreed to purchase a no entry for vehicles sign to the approximate cost of £30, with the final wording being agreed by councillors by email.</p> <p><u>Maintenance</u> Cllr Jim Grant detailed the installation of the safety chains on the basket swing and single swings in the park, with one chain still to be resolved. Work has continued on the Chinnel Lane ditches and it was agreed to purchase 1.5 tonnes of aggregate at £76.80 to apply to the corner of Chinnel Lane to enable better access for walkers and grass cutters. It was noted that during the recent heavy rain there was significant flooding at the corner of Rookery Lane and Duck Street. The source of the water was not clear, but in excess of 20 springs were noted in the field to the east of Dodna Lane. It was suggested that councillors would investigate whether any local surveyors would assist in surveying areas of risk with a view to channeling excess water towards currently dry ditches.</p> <p><u>School Transport</u> Cllr Andrew Farrimond confirmed the complexity of the current process of allocation of school transport for those living in the parish, with an apparent lack of clarity, continuity or transparency to the system, with parents not knowing at the point of application to the school whether they will be entitled to transport or not. It was agreed to write to Essex County Council requesting that the school transport application is updated to be part of the school admission process, and at District Cllr Julie Redfern`s suggestion, also to be copied to County Cllr Ray Gooding, cabinet member for education.</p> <p><u>Potholes</u> Chairman Isobel Grant reported the extremely patchy surface left following the repairs of the potholes in Rookery Lane. Several holes have not been touched and some repairs have been done over mud and water and will not last long. The council were surprised that the holes could not be dug out properly considering the huge equipment on site, including the large digger which has carved up the banks. It was noted that the workman consistently arrived late, left early (11.30am on Friday)and were often sitting around in their cabs. It was agreed that the clerk would photograph the area and send a Freedom of Information Request to Essex Highways regarding who was commissioned to do the work and the cost incurred. It was agreed that the whole lane needs resurfacing.</p> <p><u>Maps Showing Land Owned By UDC</u> Maps have been circulated to councillors.</p> <p><u>Green Triangle</u> Chairman Grant reported ongoing discussion with Uttlesford regarding parking and hopes to be able to report back at the March Parish Council meeting. It was noted that the logs suggested for use on the perimeter have been donated to the Parish Council.</p> <p><u>Walnut Trees On The Land Next To Glebe Cottages</u></p>

	<p>Following Cllr Alan Lovett's recommendation, it was agreed that the clerk would request that Uttlesford's Arborist Ben Smeeden visits the walnut trees to decide whether they require protecting by a Tree Preservation Order.</p> <p><u>Speed Limit Request</u></p> <p>Cllr Dominic Russell reported that the matter will be up for committee in March and hopefully funds will be made available, however it is currently unclear which elements of the proposal will be considered.</p>
02/16/07	<p>Planning</p> <p>Revised planning application; UTT/15/3267/OP - Rear of 2 and 4 Station Road, Wendens Ambo. The construction of a single two storey bedroom bungalow including associated works and parking and the consideration of access and layout with all other matters reserved.</p> <p>It was agreed that although the parking issue raised has been revised within this application, parking will still be an issue, and that all previous issues regarding traffic, affordability, quality of life for locals, and funds raised not benefitting the parish still stand. It was agreed that besides reiterating these points, to also request that some of the money raised should be used to improve the car parking for local residents round the back of these properties.</p>
02/16/08	<p>Financial Report</p> <p>i. Jim Grant presented a statement and review of accounts and cheques;</p> <p>611 - Susan Watson - Treasure Hunt balance - £11.10 612 - WADCC (Church) - £1000.00 613 - Jim Grant - Bollard - £142.80 614 - EALC - Transparency Code Briefing - £20.00 615 - EALC - Transparency Code Funding - £15.00 616 - Clerk's salary - Jan 2016 - £191.40 617 - HMRC Jan 2016 - £47.80 618 - Village Hall (Youth Club rent) - £20.00 619 - Clerk's expenses - £72.00 620 - Isobel Grant retirement gift - Jan Menell + leaving flowers - clerk - £159.66 621 - Isobel grant - Play Park Expense £6.49</p> <p>for payment. These were agreed.</p> <p>ii. It was agreed that the audit report for the 3rd quarter will be completed before the March Parish Council meeting.</p> <p>iii. It was agreed to appoint Casper Scott as Internal Auditor.</p>
02/16/09	<p>Transparency Code and Funding</p> <p>i. Cllrs agreed that the current website was sufficient for the Parish Council's requirements and Cllr Jim Grant confirmed that the website complied with the requirements of the Transparency Code.</p> <p>ii. It was agreed that the clerk would apply for the following funding from the Transparency Fund For Smaller Authorities - £350 - new laptop £100 - new scanner/printer £100 - software package for laptop £20 - Transparency Fund Application Course EALC £15 - Transparency Code Briefing - EALC 35 clerk hours for transferral of data, and compliance with the code 3 clerk/hours per month up to end of March 2016. £300 - internet annual costs</p> <p>iii. It was agreed that the clerk would continue to investigate superfast satellite broadband funded by the Transparency Fund.</p>
02/16/10	<p>Adoption of Telephone Box</p> <p>Cllr Dominic Russell agreed to coordinate a working party to commence cleaning and tidying the box in March.</p>
02/16/11	<p>The Queen's 90th Birthday Beacons 21st April, 2016</p> <p>It was agreed that the Parish Council would investigate lighting a beacon on this date, with particular attention to the safety implications and insurances required.</p>
02/16/12	<p>Village Plan Questionnaire</p> <p>It was agreed that councillors would return the circulated draft questionnaires to Cllr Dominic Russell with any suggested alterations, by the 8th February, so the final version can be created for agreement at the March PC meeting and distributed mid-March.</p>
02/16/13	<p>Litter Pick</p>

	The Litter Pick was confirmed as March 5th, 10.30am - midday. The Parish Council will be joined by WI Audley End branch who will be assisting at Catmere End and Littlebury Green on the Friday.
02/16/14	Correspondence i. Letter of thanks received from M McDonald, secretary of Wendens Ambo PCC - regarding the PC £1000 donation ii. Email from resident regarding parking issues - carried forward to March meeting as response anticipated from UDC, iii. Email from B Tice advising re pot hole issues. Clerk to respond. iv. Email from R Long confirming that they will not proceed with creating passing places on Rookery Lane as the land is not owned by ECC. Cllr Alan Lovett agreed to confirm land ownership for appropriate passing spaces and report back to the March PC meeting.
02/16/15	Matters To Be Raised For Next Meetings Agenda Youth club expenditure and storage.
02/16/16	Public Participation Painting of the mini roundabout on station road was raised. Cllr Dominic Russell confirmed that the work is on ECC` s job list and will double check for an update Wendens Ambo Society are hosting a history of Wendens Ambo workshop at Saffron Walden Museum`s new storage facility at Shirehill on 5th March - limited spaces, see village website. It was suggested that the questionnaire was made interactive and published on the village website with the capability to be completed online. Cllr Farrimond agreed to assist in creating a "survey monkey" document from the questionnaire. Comments were received that the entrance to the Village Hall car park is rundown and untidy and a generous offer to fund the purchase of shrubs and rosemary to ground cover was made. Chairman Isobel Grant agreed to forward this matter to the Village Hall Committee
	Meeting closed at 22.10

The date of the next Parish Council Meeting is 7th March, 2016 at 8.00pm. The draft minutes of the meetings are posted on www.wendensambo.org.uk and displayed in the Church Porch, The Fighting Cocks and The Bell. Members of the public and press are welcome to attend any Parish Council meeting.