Draft Minutes of Parish Council Meeting 1st June, 2020

Wendens Ambo Parish Council Meeting on Skype at 8pm.
Present: Chair Gail Gibbs, Cllr Kathryn Butterworth, Cllr Clive Glazebrook and Cllr Simon Rowley.
In Attendance: District Cllrs Neil Gregory and Richard Pavitt, two members of the public and the clerk.

06/20/01	**Chair`s Welcome** Chair Gail Gibbs welcomed everyone to the meeting.
06/20/02	**Apologies For Absence** Apologies for absence were received and noted from Cllr Alan Lovett.
06/20/03	**Declarations Of Interests** Chair Gibbs declared an interest in a matter being raised by the public during public participation and recused herself from Public Participation.
06/20/04	**Public Participation** Cllr Butterworth took the Chair. A member of the public raised concerns regarding planning application UTT/20/1230/AG - Norton End, Rookery Lane, Wendens Ambo - Proposed steel frame barn. Concerns included flaws in the application, query over whether the land is commercial or agricultural as stated, the purpose of the storage and its agricultural or commercial relevance and visibility of the 18m x 12m x 5.5m unit from several locations. As notification of the application was received after the publication of the June agenda, the Council are required to hold an Extra-Ordinary Meeting to consider this application, and resolve to hold a meeting 08/06/2020. It was resolved that the clerk would notify UDC of the Extra-Ordinary meeting and request that they suspend consideration of this application until after the meeting has taken place. Chair Gibbs retook the Chair. *Cllr Trevor Back and Sam Slota-Newson joined the meeting.*
06/20/05	**County Councillor`s Report** No report submitted.
06/20/06	**District Councillor`s Report** District Cllr Richard Pavitt reported the District Council`s continued increase in remote meetings, the fantastic job delivering care within the community, and noted the significant cost that may leave the District Council several million pounds over budget by the end of the pandemic. *District Cllrs Neil Gregory and Richard Pavitt left the meeting.*
06/20/07	**Previous Minutes** Councillors agreed the minutes of the May Parish Council meeting as a true and accurate record of proceedings and Chair Gail Gibbs devolved power to the Clerk to sign the minutes on her behalf.
06/20/08	**Clerk`s Report** The clerk reported; i. Concerns regarding the appearance of a large concrete platform (the size of two lorries) extending out of the loading area of the IMT factory in Bearwalden Business Park were reported to Enforcement at UDC and photographic evidence was forwarded on request. The Enforcement Team acknowledge the unauthorised operational development - construction of large concrete platform extending out of loading area - A file has been opened and the reference number is ENF/20/0098/C, the case officer is Neil Whitbread. ii. The NALC advertised offer of half price Zoom packages for Parish Councils, was incorrect, it is £11.99/month. I have suggested to Great Chesterford and Widdington that the 3 Councils could share a package. iii. The Planning Department turned down the request to notify Parish Councils regarding planning applications near parish boundaries and directs Parish Councils to the weekly list of planning applications online to identify applications in neighbouring parishes. (Week 25/05/2020 - 32 new applications.)

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06/20/09	**Financial Report** i. It was agreed that the clerk would sign up for Zoom pro-plan at £11.99 a month with the intention that other Councils may wish to share the package. ii. The clerk presented a statement and review of accounts and cheques for payment; DD - E-Slip Ltd - monthly payroll + tax year end - £35.93 886 - CAS Ltd - Annual PC insurance renewal - £676.20 887 - Mrs Y Morton - Internal Audit Report - £35.00 888 - Mrs A Lindsell - Clerk`s salary May 2020 - £425.14 889 - Mrs A Lindsell - Clerk`s expenses May 2020 - £47.85 890 - Fuel expenses - work on The Wick - £61.02 These were agreed for payment. It was agreed that the Clerk will bring the cheques to Wendens Ambo for signature, when bringing the minutes over for the notice board, within 48 hours of the Council meeting. iii. The Council noted completion of the Internal Audit and receipt of the Internal Audit Report. iv. The Council noted the return of the Certificate of Exemption to the External Auditor. v. The Council noted compliance with the Accounts and Audit Regulations 2015, Local Audit Regulations 2015 and the Transparency Code for Smaller Authorities, by the publication of the following documents on the Parish Council website; a. Certificate of Exemption. b. Annual Internal Audit Report. c. Annual Governance Statement. d. Accounting Statements. e. Analysis of variances. f. Bank reconciliation. g. Notice of the period for the exercise of public rights.
06/20/10	**Planning** The following comments were agreed for return to Uttlesford District Council; UTT/20/0992/HHF - Beechwood House, The Beeches, Royston Road, Wendens Ambo Demolition of existing conservatory and erection of single storey extension - No objections.
06/20/11	**Clanver End Lane** Cllr Glazebrook detailed his conversations with residents of Clanver End regarding the requested repair of the lane. The mixed views of the several interested parties were noted and it was agreed that given the current financial climate the work would not currently be progressed.
06/20/12	**Extension of the 30mph Speed Limit** It was resolved that Cllr Glazebrook would discuss with neighbours the possibility of displaying 30mph signs and also liaise with County Cllr Moran regarding the previously requested extension of the speed limit. It was agreed that Chair Gibbs would revive interest in the Speedwatch Group and request that the Police conduct another speed check.
06/20/13	**Neighbourhood Plan** It was agreed that the Clerk would request that the Great Chesterford Neighbourhood Plan team speak with Chair Gibbs to advise on the practicalities on creating a Neighbourhood Plan.
06/20/14	**Matters to be raised for next meeting.** i. Extra-Ordinary Parish Council Meeting 08/06/2020 - Cllr Slota-Newson to Chair the meeting. ii. Dropped kerb planning application. iii. Photography competition for all secondary school and adults in the village, run by Wendens Ambo Society iv. Contact numbers to be changed on the bollards at the end of Dodna Lane.
	Meeting closed at 21.10

The date of the next Parish Council Meeting will be held on 6th July , 2020 at 8pm,on Zoom.