

# Wendens Ambo Parish Council

## Minutes of Parish Council Meeting 7<sup>th</sup> November 2022

Wendens Ambo Parish Council Meeting in Wendens Ambo Village Hall, Wendens Ambo at 8pm.

Present: Chair Gail Gibbs, Councillors Kathryn Butterworth, Simon Rowley, Chris Howitt, Sam Slota-Newson, Chris Stringer.

In Attendance: County Councillor Paul Gadd, District Councillor Richard Pavitt, three members of the public and the Clerk Jane Rolfe

<b>11/22/01</b>	<b>Chair`s Welcome</b> Chair Gail Gibbs welcomed everyone to the meeting.
<b>11/22/02</b>	<b>Apologies For Absence</b> Apologies were received and accepted from Cllr Alan Lovett
<b>11/22/03</b>	<b>Declarations Of Interests</b> Chair Gibbs declared a pecuniary interest in agenda item 11/22/09. Her husband is one of the payees requested for authorisation. He carried out work on the village hall noticeboard.
<b>11/22/04</b>	<b>Boxing Day Treasure Hunt</b> Although not an agenda item, Cllr Kathryn Butterworth requested £100 for the Boxing Day treasure hunt that she organises each year. This amount was budgeted for at the beginning of the financial year and agreed by councillors.
<b>11/22/05</b>	<b>Public Participation</b> A member of the public asked about grant applications and said that organisations are waiting to find out the exact conditions of the grant awarding policy before applying. It was questioned why there are only two application dates per year and whether the council would consider monthly applications as charities would benefit from this system. It was explained that the budget is set at the beginning of the financial year to accommodate grant applications and that setting two periods for applications, helps to ensure that the budget allocated does not overspend.
<b>11/22/06</b>	<b>County Councillor`s Report</b> Cllr Gadd`s report was sent in advance (appendix 1) He confirmed that there is further funding for the pothole project. Cllr Simon Rowley raised the issue of road closures in the neighbourhood, including the imminent closure at Sparrows End Hill. Cllr Gadd said that he will raise a query with the council as to why there are simultaneous road closures in the vicinity. Cllr Gadd was thanked for his help with the grant for new fencing at the village hall which is now in place
<b>11/22/07</b>	<b>District Councillors` Report</b> Cllr Pavitt drew councillors` attention to the £300,000 fund available for grants focused on carbon emission reduction / climate change/ ecological enhancement (minimum of £1,000). It was agreed that the possibility of installing solar panels to the village hall would be investigated. Cllr Pavitt advised that the results of the Littlebury energy survey is now available on the UDC website.
<b>11/22/08</b>	<b>Previous Minutes</b> Councillors agreed the minutes of the October Parish Council meeting as a true and accurate record of proceedings and Chair Gibbs signed the minutes.
<b>11/22/09</b>	<b>Clerk`s Report</b> The clerk reported that: i)The website was updated with minutes from the October meeting. ii)Google Drive is already being used at no cost. 82% of storage space is used up (total capacity 17GB), so we may have to pay for more soon. iii)Hardy Landscapes confirmed that there is not a contract in place for grass cutting. It was agreed verbally over 15 years ago with the then parish clerk, the verbal agreement was put in place for grass cutting to take place twice a month from April - October inc. A written contract was requested. A written contract has now been received which covers grass cutting and strimming at the Wick twice per month from March to early November at a cost of £157 for 22/23, rising to £170 per cut for 23/24. Councillors asked that the contract is sent to them so that they can review it. iv)Cllrs` pecuniary interest forms have been downloaded from Uttlesford Council`s website. These will need to be completed again by all councillors and re-submitted within 28 days of the next election. v)The inspection report for the Wick has been received. Cllrs will review and agree which remedial work is essential and urgent. The goal posts were mentioned in the report and Cllr Butterworth will try to arrange for

	these to be repaired again; it may be that these need to be replaced. The report also drew attention to a rotten wooden post on one piece of play equipment; Cllr Stringer will investigate.																								
<b>11/22/10</b>	<p><b>Financial Report</b></p> <p>The clerk circulated a statement and review of accounts and invoices for payment;</p> <table> <tr> <td>Membership of Uttlesford Assoc of Local Councils 2022/23</td> <td>10.00</td> </tr> <tr> <td>Falcon Tree Specialists - Trim hedges on Wick</td> <td>384.00</td> </tr> <tr> <td>Edward Perks t/a Wenden Gardens - clear foliage on signs</td> <td>25.00</td> </tr> <tr> <td>Hardy Landscapes - Grass cutting May 2022</td> <td>376.80</td> </tr> <tr> <td>Hardy Landscapes - Grass cutting June 2022</td> <td>376.80</td> </tr> <tr> <td>Hardy Landscapes - Grass cutting July 2022</td> <td>188.40</td> </tr> <tr> <td>Hardy Landscapes - Grass cutting August 2022</td> <td>188.40</td> </tr> <tr> <td>Hardy Landscapes - Grass cutting September 2022</td> <td>376.80</td> </tr> <tr> <td>J Rolfe - clerk's salary October 2022 (£89 PAYE to pay)</td> <td>356.50</td> </tr> <tr> <td>J Rolfe - clerk;s expenses October 2022</td> <td>41.23</td> </tr> <tr> <td>G. A, Gibbs - repairs to noticeboard</td> <td>100.00</td> </tr> <tr> <td>G. A. Gibbs - materials for repairs to noticeboard</td> <td>17.64</td> </tr> </table>	Membership of Uttlesford Assoc of Local Councils 2022/23	10.00	Falcon Tree Specialists - Trim hedges on Wick	384.00	Edward Perks t/a Wenden Gardens - clear foliage on signs	25.00	Hardy Landscapes - Grass cutting May 2022	376.80	Hardy Landscapes - Grass cutting June 2022	376.80	Hardy Landscapes - Grass cutting July 2022	188.40	Hardy Landscapes - Grass cutting August 2022	188.40	Hardy Landscapes - Grass cutting September 2022	376.80	J Rolfe - clerk's salary October 2022 (£89 PAYE to pay)	356.50	J Rolfe - clerk;s expenses October 2022	41.23	G. A, Gibbs - repairs to noticeboard	100.00	G. A. Gibbs - materials for repairs to noticeboard	17.64
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<b>11/12/11</b>	<p><b>Planning</b></p> <p>Cllrs reviewed the following planning application:</p> <p>i) Reference UTT/22/2528/TPO  Alternative Reference PP-11540443  Application Received Mon 12 Sep 2022  Application Validated Mon 12 Sep 2022  Address Flat 2 Lime Tree House Royston Road Wendens Ambo Saffron Walden Essex CB11 4JX  Proposal 1no. lime tree- fell  Status Allowed  Decision Tree Granted  Decision Issued Date Mon 17 Oct 2022  Appeal Status Unknown  <u>This decision was noted by councillors</u></p> <p>ii) Reference UTT/22/2811/FUL  Alternative Reference PP-11601508  Application Received Wed 12 Oct 2022  Application Validated Wed 12 Oct 2022  Address Norton End Rookery Lane Wendens Ambo Saffron Walden Essex CB11 4JT  Proposal Variation of condition 2 (approved plans) attached to planning application UTT/22/1494/DFO in order to allow amendments to previously approved plans  Status Awaiting decision  Appeal Status Unknown  Appeal Decision Blank Field  <u>As variation of condition 2 has not yet been approved, the Parish Council will request it goes to committee.</u></p> <p>ii) It was noted by Chair Gibbs that a planning item had not been included in the agenda. It relates to an application at Saffron House for which she advised that permission has been denied. Chair Gibbs will refer this item to Cllr Pavitt and Cllr Gregory. It was felt by councillors that this decision was not consistent with others in the same vicinity.</p>																								
<b>11/22/12</b>	<p><b>Bus Shelter Replacement</b></p> <p>Cllr Chris Stringer showed photos of two brick built bus shelters he had acquired. He will draw up a specification and obtain 3 quotations for the next meeting.</p>																								
<b>11/22/13</b>	<p><b>Budgets</b></p> <p>A budget monitoring report was reviewed by councillors in order to help prepare for the setting of next year's budget and determining the pre-cept. The clerk will receive information in December from UDC which will help with agreeing on a pre-cept amount. Councillors agreed the following:</p> <p>i) funds should be vired from earmarked funds to offset the overspend on the speed sign; a village sign was itemised in earmarked funds. Total amount £3,000</p> <p>ii) funds received from UDC and from residents for Jubilee celebrations should be offset against expenditure. Total amount £1,346.91</p> <p>ii) reserves and bank balance look fairly healthy</p>																								

<b>11/22/14</b>	<b>Lease for the Wick</b> It was agreed that a letter would be sent to Diocesan Glebe Management to enquire if the land at the Wick, leased by the Parish Council, is available to buy.
<b>11/12/15</b>	<b>Grant Applications</b> Chair Gibbs advised that grant applications should be submitted to the clerk and that a decision will be made by the next PC meeting. She stated that the criteria contained within the Grant Awarding policy on the PC website is valid.
<b>11/22/16</b>	<b>Confirmatory Resolution Under S45 Local Government (Miscellaneous Provisions) Act 1976</b> Councillors acknowledged receipt of notification from Uttlesford District Council to confirm and renew a resolution under the section first made on 31/01/1989.
<b>11/22/17</b>	<b>Enquires, Complaints and Correspondence</b> i)Correspondence was received by the clerk from Sue Watson asking if the Parish Council is happy to be listed in the Parish Magazine Christmas card. Cllrs were happy to be included. ii)Chair Gibbs received correspondence regarding a light not working in Croat Path. She has arranged for an inspection and repair as soon as possible. iii)Chair Gibbs received correspondence requesting an update on the purchase of a bowser to help with the watering of trees. She advised that she is still researching this item. Cllr Slota-Newson confirmed that he has ordered 3 replacement trees for the green triangle. Chair Gibbs advised that an area needs to be established for the planting of the oak trees that she has been offered.
<b>11/22/18</b>	<b>Matters to be raised for next meeting's agenda</b> i)Bus shelter quotations ii)Grant applications decisions iii)Review results of Littelbury Energy Survey
<b>11/22/19</b>	<b>Meeting Actions</b> i)Cllr Butterworth to arrange repair of goal posts ii)Clerk to distribute contract for grass cutting on the Wick iii)Clerk and Chair Gibbs to compose letter to Diocesan Glebe Management regarding purchase of the Wick iv)Clerk to make budget virements as listed in 11/22/13
	<b>The meeting closed at 9.35pm</b>

The next Parish Council Meeting will be held on 5<sup>th</sup> December at 8pm, in Wendens Ambo Village Hall.  
[www.wendensamboparishcouncil.org.uk](http://www.wendensamboparishcouncil.org.uk)