

Wendens Ambo Parish Council

Minutes of Parish Council Meeting 15th May 2023

Wendens Ambo Parish Council Meeting in Wendens Ambo Village Hall, Wendens Ambo at 7.30pm.

Present: Chair Gail Gibbs, Councillors Alan Lovett, Simon Rowley, Kathryn Butterworth, Chris Howitt (arrived at 8pm)

In Attendance: District Councillors Neil Gregory, Richard Pavitt, three members of the public and the Clerk Jane Rolfe

05/23/01	Election of Chair It was unanimously agreed that Councillor Gail Gibbs will remain as Chair until she moves from the area.
05/23/02	Election of Vice-Chair Cllr Alan Lovett will stand down as Vice-Chair. Cllr Sam Slota-Newson was proposed by Chair Gibbs to become Vice-Chair. There were no other nominations and Cllr Slota-Newson was unanimously elected as Vice-Chair.
05/23/03	Chair`s Welcome Chair Gail Gibbs welcomed everyone to the meeting thanked all for their help with the Coronation Celebrations. She expressed particular thanks to Wenden Neighbours for their support. Chair Gibbs confirmed that the grant from UDC, to help with the cost of the event, was successful.
05/23/04	Apologies For Absence Apologies were received and accepted from Cllr Sam Slota-Newson and from County Cllr Paul Gadd.
05/23/05	Declarations Of Interests None
05/23/06	Public Participation i) A member of the public asked if the Parish Council would revisit the question of repairs to the goalposts on the Wick. Cllr Butterworth advised that she has investigated this problem and established that replacement goalposts are now required at a cost of approximately £1,000. She will explore the most favourable size and report back at the next PC meeting. ii) A member of the public questioned whether the wheelchair in the shed was functioning/required. Chair Gibbs advised that the wheelchair is in a bad state of repair and that she had contacted the Lions Club who have taken it away for refurbishment or disposal. She said that the shed has been cleared after removal of the wheelchair. iii) A member of the public gave praise to Chair Gibbs for the success of the Coronation event. He said that, under her leadership, the committee worked brilliantly and that the celebration was a great success.
05/23/07	County Councillor`s Report Cllr Paul Gadd`s report was read out by the clerk in his absence (see appendix 1)
05/23/08	District Councillor`s Report Cllrs Greogory and Pavitt were congratulated by Chair Gibbs on their re-election. Cllr Gregory reported that; i) Potholes in Ickleton and Duxford are extremely severe and his understanding is that they are due to be repaired today. ii) There will be a grant available for `Community Benefit` in June and he advised to act quickly when accessible. Cllr Butterworth suggested that a grant could be applied for to purchase new goalposts for the Wick. iii) It is hoped that more news on the Local Plan will be available soon. iv) UDC is operating a general efficiency exercise called `Blueprint Uttlesford` in order to cut costs and to avoid an increase in council tax. The council will look at historical working methods to establish whether more up to date, cost effective ways can be adopted. It is thought that there will be no redundancies.
05/23/09	Previous Minutes Councillors agreed the minutes of the April Parish Council meeting and the April Extraordinary meeting as a true and accurate record of proceedings and Chair Gibbs signed the minutes.
05/23/10	Clerk`s Report The clerk reported that: i. The website was updated with minutes from both April meetings. ii. The Asset Register has been reviewed by the clerk and chair. Dead trees and the bus shelter have been removed and the new speed sign added. The replacement value of all the existing items has been inflated by 10%. iii. The clerk has met with Val Evans, the internal auditor, who has carried out an audit for 2022/23 and has completed the report (part of AGAR) to confirm that control objectives are being achieved to a satisfactory standard.
05/23/11	Financial Report

	<p>i) It was agreed to continue the affiliation with EALC and NALC for the year 2023/24.</p> <p>ii) The following invoices were approved for payment: npower Business Solutions - electricity costs £18.90 Gail Gibbs - reimb for shredding costs £12.00 Hardy Landscapes - grass cutting x 2 in April 23 £396.62 Wendens Ambo Village Hall - hall hire £40.00 J Rolfe - Clerk's Salary for April2023 (£95.40 PAYE to pay) £382.44 J Rolfe- Clerk's expenses for April 2023 £22.42 Topsources Worldwide (UK) Ltd - monthly payroll costs £19.37</p> <p>iii) The Annual Internal Audit Report was received and noted.</p> <p>iv) It was agreed that as a smaller authority whose gross annual income or gross annual expenditure does not exceed £25,000 the council are exempt from sending the Annual Governance and Accountability Return to the external auditor for a limited assurance review, and the Certificate of Exemption was completed and signed by the Responsible Financial Officer and the Chair.</p> <p>v) The Annual Governance Statement of the Annual Governance and Accountability Return 2022/23 was read out, approved, completed and signed by Chair Gibbs and the clerk.</p> <p>vi) The annual accounts were circulated and approved and the Accounting Statement of the Annual Governance and Accountability Return 2022/23 was read out, approved, completed and signed by Chair Gibbs and the Responsible Financial Officer.</p> <p>vii) The completion of the Notice of Public Rights and Publication of Annual Governance and Accountability Return (Exempt Authority) to be displayed before 1st July 2022, and making available the Annual Governance and Accountability Return and associated documents on application to the clerk, between 05/06/23 and 14/07/23 was noted.</p>
	<p>At 8pm, the Annual Parish Council Meeting commenced. Chair Gibbs read her annual report to those present (appendix 2)</p>
05/23/12	<p>At 8.10pm, the Parish Council Meeting resumed.</p> <p>Planning</p> <p>i)Reference UTT/22/3181/HHF Alternative Reference PP-11708983 Application Received Wed 23 Nov 2022 Application Validated Wed 23 Nov 2022 Address 10 Station Road Wendens Ambo Essex CB11 4LB Proposal S73A retrospective application for front dormer and bay window. Proposed erection of two storey rear and side extension. Status Approved Decision Approve with Conditions Decision Issued Date Mon 17 Apr 2023 This approval was noted by Councillors</p> <p>ii)Reference UTT/23/0611/LB Alternative Reference PP-11907701 Application Received Wed 08 Mar 2023 Application Validated Mon 13 Mar 2023 Address Rookery Cottage Rookery Lane Wendens Ambo Essex CB11 4JS Proposal Repairs to 3 painted wooden window sashes on the front of the house with like-for-like replacements, re-using the existing leaded light. Status Approved Decision Approve with Conditions Decision Issued Date Tue 09 May 2023 This approval was noted by Councillors</p>
05/23/13	<p>Bus Shelter Quotations The quotation for £6,220 from LRG & Cook was accepted by the insurance company, but is no longer valid as it was raised some time ago and products have increased in price since then. An up to date quotation will be chased.</p>
05/23/14	<p>Tree Watering Chair Gibbs explained that a local resident has an Aqua Roll available for a purchase price of £20. This will be purchased by the Parish Council and should alleviate previous problems experienced with the watering of trees.</p>
05/23/15	<p>Enquires, Complaints and Correspondence</p> <p>i) A thank you card was received by Chair Gibbs from the Millennium Trust for use of the Parish Council's cones and high vis jackets during their fun run.</p>

	<p>ii) A member of the public reported that there was a fallen tree across the footpath by the railway viaduct. Cllr Lovett offered to investigate.</p> <p>iii) A member of the public asked what the intention is for the old speed sign in the shed. Chair Gibbs advised that she had emailed the company who supplied it, to ask them to take it away. She explained that the sign no longer had solar power as the panels were removed to use on the new sign, and that to re-site the sign would mean obtaining approval from the Police and Highways.</p> <p>iv) Chair Gibbs explained that Wenden Neighbours had supplied refreshments for the Coronation event, including tea, coffee and cakes, and that no receipts had been submitted for reimbursement. As a thank you, she would like the Parish Council to increase the donations received from the public to £100 from £12.20. This was agreed by all councillors.</p>
04/23/16	<p>Matters to be raised for next meeting's agenda</p> <p>i) Goalpost purchase</p> <p>ii) Co-option of another councillor</p>
04/23/18	<p>Meeting Actions</p> <p>i) Cllr Butterworth to explore purchase of new goalposts for the Wick</p> <p>ii) Revised quotation for bus shelter to be chased</p> <p>iii) Cllr Lovett to investigate fallen tree</p>
	The meeting closed at 8.30pm

The next Parish Council Meeting will be held on 5th June 2023 at 8.00pm, in Wendens Ambo Village Hall.
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