

Minutes of Parish Council Meeting 8th January 2024

Wendens Ambo Parish Council Meeting in Wendens Ambo Village Hall, Wendens Ambo at 8.00pm.

Present: Councillors Kathryn Butterworth, Simon Rowley, Stuart Reid, Sam Slota-Newson. Cllr Alan Lovett arrived at 8.10pm

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

01/24/01	<p>Election of Chair The Chair's role is being assigned on a rolling basis between Parish Councillors. Cllr Kathryn Butterworth was appointed Chair for tonight's meeting.</p>
01/24/02	<p>Apologies For Absence Apologies were received, and accepted, from Cllr Paul Gadd. Cllr Chris Howitt was absent.</p>
01/24/03	<p>Declarations Of Interests None</p>
01/24/04	<p>Public Participation A member of the public belonging to the Eco Wenden group advised of a presentation taking place in the village hall on 1st February at 7.30pm. During the presentation, attendees will be able to register for the use of a thermal imaging camera at their property. There will also be tips on energy saving from the community energy group.</p>
01/24/05	<p>County Councillor's Report Cllr Slota Newson read Cllr Gadd's report which included: i)The pothole scheme has now closed but please advise of any significant potholes that have been reported and not fixed. ii)Works at the Fighting Cocks junction are not yet complete, Cllr Gadd is monitoring. iii)Early Years Provision – there is a little funding available, but EEC are struggling to find a suitable site. Please see Cllr Gadd's report (appendix 1) for other ECC items.</p>
01/24/06	<p>District Councillor's Report i)Cllr Pavitt reported that the Sparrows End application has been postponed until the February planning meeting. ii)Cllr Gregory advised that the application for 3,500 dwellings at Great Chesterford will be included in the planning meeting on 10th January. He explained that the proposed application goes against the Local Plan, so it will be very interesting to monitor its progress. iii)Cllr Gregory reported that the budget for 2024/25 will be set next month, and said that the government is looking at selling assets to keep local authority budgets balanced.</p>
01/24/07	<p>Planning i)UTT/23/3009/FUL Alternative Reference: PP-12637849 Application Received: Wed 29 Nov 2023 Application Validated :Thu 07 Dec 2023 Address Land Adjacent:The Bell Royston Road Wendens Ambo Essex Proposal: Change of use on land adjacent to the Bell Inn to allow for log cabins for commercial rent Status: Awaiting decision</p> <p>It was recognised that the Bell Public House has struggled and needs to diversify its income. The following points were raised:</p> <ul style="list-style-type: none"> • the site looks like a disgraceful tip at present. The new owner is making delightful changes to the inside of the pub and the garden – if this level of professionalism is carried through to the cabins, then it will enhance the pub and village in many ways, including income for the Bell public house. • residents want to see the new ownership succeed and there is little opposition to the cabins, it is the application that is not accurate. There are many contradictions in the application regarding sewage and drainage. • Wendens Ambo Society would like whole-heartedly to support application, but cannot in its current form as it is too vague. Members would like to work with the landlord to get something in place that is detailed and works well for the village. • Cllr Pavitt suggested that the Parish Council asks for certain conditions to made when the application is considered. <p><u>Parish Councillors will draft a comment to be made to UDC within the extended deadline of 10th January. It will say that the application is supported, but that there are errors and emmissions in the application which need to be addressed.</u></p>

	<p>ii)UTT/23/3125/FUL Alternative Reference: PP-12670124 Application Received: Tue 12 Dec 2023 Application Validated: Tue 12 Dec 2023 Address: Land South Of The Mill Royston Road Wendens Ambo Essex Proposal: S73 application to vary condition 2 (Approved plans) of UTT/19/2498/FUL approved under Appeal APP/C1570/W/20/3262201 (Erection of a block of 8 no. residential units together with associated infrastructure, works and landscaping) Status: Awaiting decision <u>Councillors decided that no comment is required</u></p>
01/24/08	<p>Previous Minutes Councillors agreed, in principle, the minutes of the December Parish Council meeting as a true and accurate record of proceedings. As a paper copy was not available, the December minutes will be signed at the next meeting.</p>
01/24/09	<p>Matters Arising from Minutes of Previous Meeting i) <i>Cllr Reid to contact ECC with regard to 'Give Way' sign on Drayton Hill.</i> Cllr Reid asked for guidance with this and will action. ii) <i>Cllr Reid to take photos of two potholes in the village and contact Highways and Cllr Gadd.</i> Complete. iii) <i>Cllr Butterworth to contact Cllr Lovett and Cllr Gadd regarding the next step with the digitalised map of required road markings.</i> Cllr Butterworth to take itemised photos and submit to ECC. iv) <i>Clerk to request the repainting of road markings and replacement of bollard at the Fighting Cocks junction to Highways and send to Cllr Gadd.</i> Complete</p>
01/24/10	<p>Clerk's Report The clerk reported that: i) The website was updated with minutes from the November meeting. ii) A VAT reimbursement form for £525.81 for the period March – December 2023 has been completed and sent to HMRC iii) Notification has been received from TopSource (UK) Ltd that their payroll services will be increasing by 6.8% from 29/02/2024. This will mean an increase monthly from £16.14 to £17.24 plus VAT.</p>
01/24/11	<p>Financial Report i) The Preset was set at £11,800. The relevant paperwork was signed by Cllr Butterworth and the clerk. ii) The following invoices were approved for payment: Topsource Worldwide (UK) Ltd – monthly payroll £19.37 Unity Trust Bank – bank charges from December to December 2023 £18.00 HMRC – quarterly PAYE payment £316.20 J Rolfe - clerk's salary December 2023, including back pay to April 2023 (£87.00 PAYE to pay) £570.00 J Rolfe - Clerk's expenses Dec 2023 £9.99 Wenden and Littlebury Parish Magazine – subscription to printing costs £792.00 Wendens Ambo Village Hall – hall rental £40.00 Sally Fairall – Reimbursement of Treasure Hunt expenses £98.80</p>
01/24/12	<p>Damaged Posts at the Wick A previous quotation had been received for £920. Two further were received from JC Fencing for £372.40 and from Creative Fencing and Landscapes Ltd for £314.50. A decision was made for the repairs to be carried out by JC Fencing as disposal of the old posts was included in this company's quotation.</p>
01/24/13	<p>Update on Purchase of Wick Glebeland Cllr Slota-Newson reported that the outgoing archdeacon was dealing with this, and that, upon further investigation, he was told to speak to the Diocese's solicitor, Strutt and Parker. It was agreed that John Goodger will get in touch with the original contact at the Diocese.</p>
01/24/14	<p>Update on Replacement Bus Shelter Cllr Slota-Newson confirmed that reimbursement for the bus shelter from Zurich, the insurance company, can be used by the Parish Council for any type of expenditure. The clerk confirmed that settlement had been requested and that the reimbursement should be received within a few days.</p>
01/24/15	<p>Footpath Right of Way Cllr Butterworth advised that she had had a successful meeting with a resident and that a list had been compiled of people who have lived in the village for more than 20 years and are happy to complete the relevant form. Forms will be disseminated to residents, along with a map of the footpath showing who owns the land, with a view to 20 completed forms being returned to Cllr Butterworth.</p>
01/24/16	<p>Community Payback Project</p>

	The clerk explained that she had received all the necessary documents from Community Payback including a risk assessment. The Parish Council, as the host partner, must sign an agreement stating that insurance is in place for the period that people on probation and Community Payback staff are engaged on the project. The clerk will clarify what type of insurance is required.
01/24/17	Tree Survey Cllr Butterworth and the clerk will arrange a tree survey. They will refer to a map held by the Parish Council and a previous survey carried out in 1996.
01/24/18	Defibrillator/First Aid Training The clerk explained that she had received two quotations for the above; one from St John's Ambulance for £100 per person and one from Bartram Training Services for £15 per person. Cllr Butterworth had received a quotation for £350 for 20 people. Councillors decided to use Bartram Training Services whose cost covered defibrillator, CPR training and some basic first aid. The course will go ahead in March if possible.
01/24/19	Roles and Responsibilities of Parish Councillors The meeting arranged to establish roles and responsibilities did not go ahead. The current list of roles and responsibilities will be distributed between councillors by email and changes made accordingly.
01/24/20	Enquiries, Complaints and Correspondence Cllr Butterworth and Sally Fairall, who ran the Boxing Day Treasure Hunt, asked for thanks to be extended to the Parish Council for their contribution to the Boxing Day Treasure Hunt. Cllr Butterworth said that it was a success with over 100 attendees.
01/24/21	Matters to be raised for Next Meeting's Agenda i)Spring Litter Pick -this will be organised by Cllr Slota-Newson.
01/24/22	Meeting Actions i) Comments to be made on planning application UTT/23/3009/FUL before 10/01/2024. ii)Clerk to contact JC Fencing to arrange for repairs on gateposts to be carried out. iii)Clerk to confirm type if insurance required for Community Payback Project iv)Cllr Butterworth and clerk to consult map and arrange tree survey v)Clerk to contact Bartram Training Services regarding Defibrillator training vi)Councillors to consult regarding roles and responsibilities
	The meeting closed at 9.53pm

The next Parish Council Meeting will be held on 5th February 2024 at 8.00pm, in Wendens Ambo Village Hall.