

Minutes of Parish Council Meeting 8th April 2024

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

Present: Councillors Sam Slota-Newson, Chris Howitt, Brian Cole

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

04/24/01	Election of Chair The Chair's role is being assigned on a rolling basis between Parish Councillors. Cllr Sam Slota-Newson was appointed Chair for tonight's meeting.
04/24/02	Apologies For Absence Apologies were received, and accepted, from Cllrs Kathryn Butterworth, Alan Lovett, Simon Rowley and County Councillor Paul Gadd.
04/24/03	Declarations Of Interests None.
04/24/04	Public Participation. i) A member of the public asked for approval from the Parish Council to use their high-vis jackets and traffic cones for the upcoming fun run. This was agreed.
04/24/05	County Councillor's Report In Councillor Gadd's absence, Cllr Slota-Newson summarised his report:- i) Cllr Gadd asked that pothole issues are reported and to chase him with the worst ones. ii) He reported that he continues to chase the road markings at the Fighting Cocks Pub. iii) Cllr Gadd's drains contact at ECC has been away but is back now and so he continues to chase the problem with flooding at Clanver End; this has been ongoing since December 2023. iv) Electric Vehicle chargepoint locations – Cllr Gadd reported that 77 will be installed throughout Essex with Uttlesford's allocation standing at 2. Both of these will be located on Hunters Way, Saffron Walden.
04/24/06	District Councillor's Report i) Cllr Pavitt stated that the Local Plan is hurtling towards its unveiling in July and much hard work is going into it. ii) Cllr Pavitt reported that in March a huge conference took place concerning water supply and pollution. He said that the level of demand for water is so high that full reserves are no longer sufficient. As there will be no new reservoir for 15/20 years, thought needs to go into the tidying up of rivers. Cllr Pavitt advised that one of the next steps from the recent meeting will include a summit meeting of parish councils to let them know what support is available from UDC. iii) Cllr Gregory reported that there will be a scrutiny next week which will include bin collections and housing repairs. iv) Cllr Gregory stated that there is ongoing correspondence with the police regarding drug dealing in local areas. He said that some public areas have become 'no-go' areas due to this problem and he asked councillors and residents to be vigilant and let him know should they see anything suspicious. v) Cllr Gregory confirmed that there has been no decision yet on the planning application submitted for The Bell public house. He asked for any concerns regarding The Bell to be sent to him in writing so that he can look into it and report back to the Parish Council. vi) A member of the public asked for advice on an effective way to progress road repairs. Cllr Gregory advised that this is a matter for Essex County Council and not the District Council but said that the Highways budget is extremely tight. District Cllr Pavitt advised that public action and voice is very influential.
04/24/07	Quotations for Shelter on the Wick District Councillors advised that structures in public areas need visualisation when applying for planning permission and that the key thing is height. They also advised that a reason for the erection of the structure will need to be supplied. Councillors suggested contacting the planning department at Uttlesford by email in the first instance. There was a discussion about design and cost of shelters and Cllr Slota Newson said that the Parish Council will provide a more detailed proposal for the shelter which will be put to residents for their feedback. The Parish Council requested that thanks go to Patrick Smith for his suggestion of installing a shelter on the Wick.
04/24/08	Previous Minutes Councillors agreed the minutes of the March Parish Council meeting as a true and accurate record of proceedings and Cllr Slota-Newson signed the minutes.
04/24/09	Matters Arising from Minutes of Previous Meeting i) Clerk to buy new padlock for the gate at the Wick. Complete ii) Website to be updated with Councillors' Role and Responsibilities. Complete iii) Order litter bins when refuse collection has been established. Bins will be ordered by clerk.

	<p>iv) <i>Communication re: plans by Anglian Water for mains sewerage – update website.</i> Complete and Face Book account opened</p> <p>v) <i>Communication re: flood plan – update website.</i> It was established that this was not a matter for inclusion on the website, but that a flood plan should be included in the Parish Council’s Emergency Plan. The clerk and relevant councillors will initiate this.</p> <p>vi) <i>Website to be updated regarding councillors names and clerk’s telephone number.</i> Complete</p> <p>vii) <i>Clerk to chase UDC for Parish Councillors’ ‘register of interest forms’ to be updated on their website.</i> Complete</p> <p>viii) <i>Clerk to chase Falcon Tree Specialists for tree survey quotation.</i> Complete</p>
04/24/10	<p>Clerk’s Report</p> <p>The clerk reported that:</p> <p>i) The website was updated with minutes from the March meeting.</p> <p>ii) The asset register has been updated as at 31/03/2024. Assets are now valued at £104,790 from £101,110 in March 2023. New bins and shelter on the Wick will be added when purchased.</p> <p>iii) The auditor has arranged to carry out the annual internal audit on 23/04/2024.</p> <p>iv) Hardy Landscapes has offered a grass cutting contract for 2024/25 for the same price as 2023/24. <i>It was agreed that this contract would be extended to 2024/25.</i></p>
04/24/11	<p>Financial Report</p> <p>i) The clerk circulated a copy of the current cash book and bank statement. The following invoices were approved for payment:</p> <p>TopSource (UK) Ltd - payroll costs £20.69</p> <p>HMRC - quarterly payment £278.60</p> <p>J Rolfe - clerk's salary March 2024 (£92.80 PAYE to pay) £371.60</p> <p>J Rolfe - clerk's expenses March 2024 £34.48</p> <p>EALC - 2024/25 affiliation fees £162.48</p> <p>Unity Trust - bank charges Dec 2023 - Mar 2024 £18.00</p> <p>ii) A member of the public suggested that funds could be transferred from the current account (balance at £13,367.91) to the deposit account in order to gain more interest. Clerk to investigate.</p>
04/24/12	<p>Tree Survey</p> <p>A quotation was received for £645 (ex VAT) from Falcon Tree Specialists. It was agreed that further quotations will be sought.</p>
04/24/13	<p>Update on New Bollard</p> <p>Cllr Butterworth sent details of quotations received for a new bollard ranging from £640 to £800. It was agreed that the one at £640 might be suitable as long as it is equestrian approved.</p>
04/24/14	<p>Quotations for Bins</p> <p>As collection of refuse for the new bins has been established, the clerk will go ahead and order two bins.</p>
04/24/15	<p>Enquiries, Complaints and Correspondence</p> <p>i) Correspondence was received regarding replacement of dead fruit trees in Jubilee Wood, six in total. Cllr Slota-Newson will identify and source the trees to be purchased.</p> <p>ii) Community Pay Back Scheme; it was felt that this was successful considering the limited number of individuals carrying out the work. It was agreed that thanks should be extended to the organisers and that they should be invited back in the near future to carry out more work.</p>
04/24/16	<p>Matters to be raised for Next Meeting’s Agenda</p> <p>i) AGAR forms (end of financial year paperwork).</p>
04/24/17	<p>Meeting Actions</p> <p>i) Clerk to email planning department re: shelter on the Wick</p> <p>ii) Clerk to order litter bins</p> <p>iii) Clerk and relevant councillors to locate PC’s emergency plan and update flood plan.</p> <p>iv) Further quotations for tree survey to be obtained.</p> <p>v) Councillors to draw up more detailed proposal for shelter on the Wick.</p> <p>vi) Clerk to establish that proposed bollard is equestrian approved.</p> <p>vii) Cllr Slota-Newson to identify and source new fruit trees.</p> <p>viii) Community Payback Scheme to be thanked and a further date arranged.</p> <p>ix) Clerk to investigate interest rate on deposit account and time frame involved in transfer of funds.</p>
	<p>The meeting closed at 9.40pm</p>

The next Parish Council Meeting will be held on 13th May 2024 at 8.00pm, in Wendens Ambo Village Hall.
