



AYTHORPE RODING PARISH COUNCIL

MINUTES

PARISH COUNCIL MEETING
Monday 12th July 2021 at 7.30pm

COVID RESTRICTIONS

The meeting was held in person as legislation does not allow for remote and/or hybrid meetings.
A risk assessment was carried out and social distancing rules applied.

Present Cllr J Reynolds - Chairman
 Cllr D Caton
 Cllr P Coward-Whittaker
 Cllr Mrs S Lander
 Cllr R Lister
 Cllr Mrs S Barker (UDC & ECC) part meeting

 Karen Weare - Parish Clerk

 No members of the public

71/21 Chairman's Welcome

72/21 Apologies and reasons for absence

Cllr C Woodmore - business commitment

73/21 Approval of Minutes

The unapproved minutes were amended at 58/21 to clarify the position. Cllrs agreed amended minutes of the previous meeting May 10th 2021 as a correct record. Signed by Chairman.

74/21 Members Declaration of interests in Agenda Items

Cllr Lander declared a pecuniary interest in planning item UTT/21/1625/HHF.

75/21 Public Representation

None.

76/21 Cllr S Barker UDC and ECC Report

1. Uttlesford District Council has not accepted the Secretary of State's decision to allow Stansted Airport's Appeal.
2. Cllr Barker is no longer on Essex County Council Cabinet. She has been appointed to the executive of Lee Valley.
3. The call for housing sites is now closed and should be on the website soon. Sites will be assessed by September. There is still considerable pressure to build homes including in the Rodings. The fact that the School in Leaden Roding is over-subscribed will go against any planning application.
4. Cllr Barker clarified the free school transport policy.

77/21 Reports

Cllr J Reynolds reported that the Cricket Club was successful in fulfilling fixtures and on the pitch.

Cllr R Lister reported that the Village Hall is now closed. This matter will be held in abeyance until further information is received.

Cllr P Coward-Whittaker reported that the assets had been inspected and no issues arise (see defibrillator).

78/21 Clerk's Report

1. Annual Audit

- a. Internal Auditor completed - no matters arising.
- b. Certificate of Exemption sent to external auditor PKF Littlejohn.
- c. Notification of Public Rights advertised.
- d. Website updated for audit paperwork.

2. Allotments

- a. Water supply repair arranged by Cllr Reynolds - invoice to follow.
- b. Water meter read and submitted for lower bill.
- c. Explanation of the bill requested.

3. Fluppets Montessori were resistant to allowing the Parish Council to resume meetings in the Pavilion. The Cricket Club had confirmed that free use was written into the agreement.

79/21 Highways

Cllrs to note that the Parish has no current Local Highways Partnership schemes.

80/10 Planning

UTT/21/1625/HHF Landview, Dunmow Road, CM6 1PT

Proposed erection of single storey outbuilding.

No comments.

UTT/21/2122/HHF The New Farm House, Keeres Green

Proposed single storey rear extension.

No comments.

UTT/21/1810/PDE 2 Old Mill Cottages, Keeres Green, CM6 1PQ
Proposed single storey rear extension - extending 6m from rear wall, maximum height 3m and height to eaves 2.50m.
Decision: Prior approval not required.

Cllrs to note this is an application to determine if prior approval is required for a larger home extension. In this case the Parish was not advised of the application but in any event comments are not invited for a PDE.

UTT/21/2225/HHF 4 Roundbush Villas, Dunmow Road
Proposed rear and side extensions.
No comments.

UTT/21/1125/HHF The White House Keeres Green Aythorpe Roding CM6 1PD
Decision: unconditional approval

UTT/21/0798/FUL Land East of Dunmow Road Aythorpe Roding CM6 1PQ
Parish Council objection. Called in by Cllr Barker if approved by Planning Officer.

Cllrs to note UDC Housing Enabling & Development Officer has concerns over this being proposed as an Entry Level Exception Site.

UTT/20/3259/FUL (conditions) Poplars Farm Broad Bridge Road CM6 1RY
Decision: refused

Cllrs discussed possible enforcement cases. There is a reporting route for these but many are permitted development (unless subject to a planning restriction). Many within the curtilage of a listed building will require listed building consent.

81/21 Finances

1. The Clerk reports that the TSB balance at June 13th 2021 £6,424.20. Cllr Reynolds signed statement to verify balance.

2. Balance at 6/5/2021	£7,331.98
Verge contract	<u>£1,204.44</u>
	£8,536.42
May hall hire	22.00
HMRC PAYE M1	27.00
Verges	528.00
Clerk salary May	108.40
Insurance	222.38
Auditor	41.60
HMRC PAYE M2	27.20
Clerk June & Q1 exp	151.75
Water dd	<u>81.12</u>
	<u>£1,209.45</u>
	<u>£ 7,326.97</u>

3. Rural Community Council of Essex "RCCE" membership £44 (plus VAT) is due. Cllrs resolved to continue to support.

82/21 Roundbush Green

1. The resident has notified the Clerk that he will organise and pay for the ditch clearance as part of other work. Cllrs resolved to make a contribution of £500 towards the cost. This would be a full and final payment.

2. Green Cut

It was resolved at the previous meeting that cuts would remain at 2 per annum. After a complaint from Roundbush Villas, the Clerk has asked the Contractor to carry out the first cut as soon as possible.

3. Defibrillator

Cllr Coward-Whittaker provided the battery code and the Clerk has registered the unit with "the Circuit". He noted that the battery is at 25% capacity. The Clerk is aware of a software issue that shows a lower battery reading than in reality. This unit has not been recalled but the Clerk has contacted the manufacturer.

4. Recreation Ground Rent

It is established practice that the Parish Council waive the Cricket Club's annual rent due £10 in return for ground maintenance. Cllrs are advised that the Parish Council is also entitled to a share of other income. Cllrs resolved to waive the rent for 2021.

The annual play area inspection would be taking place. Arrangements to be made to cut the long grass.

83/21 Correspondence

1. Queen's Platinum Jubilee June 2022

Cllrs thought there should be an event to celebrate this. Cllr Woodmore had previously suggested a village event and perhaps this would tie in.

2. Contributions for Ten Parish News August by 19th July

84/21 Information exchange/next agenda items only

- October litter pick (Cllr Woodmore)
- Jubilee Event

85/21 DATE OF NEXT MEETING

September 13th 2021

Meeting closed 8.40pm

Signed September 13th 2021