

## ELMDON & WENDEN LOFTS PARISH COUNCIL

### MINUTES OF THE MEETING OF ELMDON & WENDEN LOFTS PARISH COUNCIL HELD ON TUESDAY 5 SEPTEMBER 2017 in ELMDON VILLAGE HALL AT 7pm

Present: Nigel Bond  
Ian Donaldson            Petrea Fagan  
Bill Hodges                John Holford  
Clerk:                        Sheila Jones  
Responsible Financial Officer:            Jane Guy

Attendees: Essex County Councillor Moran  
Elmdon Community Group – Chairman Robert Woods

17.64    **Apologies for absence**  
Councillor Penelope Gaine

17.65    **Declaration of Interests for business in hand**  
There was no declaration of interests for the business in hand.

17.66    **Minutes of the meeting 25 July 2017**  
Minutes were read, approved and signed.

*Meeting was suspended for open discussion at the Chairman's discretion.*

*The meeting resumed.*

17.67    **Matters Arising not being discussed later**

- a. Internal Audit Report 2016/2017 – the Auditor made three Recommendations and these are in hand. A Staff Sub-Committee and an Appeals Sub-Committee have been formed. The members are: Staff Sub-Committee Councillors Bond, Holford and Fagan Appeals Sub-Committee, Councillors Donaldson, Gaine, and Hodges.
- b. Todds Green – Now being maintained.
- c. Casual Vacancy - in hand.
- d. Financial Risk Assessment for Adoption and Signature – completed.
- e. Village Design Statement – Circular being distributed mid September. Return date for the survey will be mid October. Exhibitions to take place in November.
- f. Potholes, Road Signs, and Drain covers. A Scheme Request Form will be returned to the Highways Department following the next Parish Council Meeting. Councillor Moran requested priorities for the Highways Panel at the October meeting. Councillor Moran also explained that the white paint that has recently appeared on our local roads is no guarantee that any resurfacing work will be undertaken within the near future, or indeed if at all. At this stage they are just surveying marks.
- g. Elmdon Dial – The Elmdon Community Group has a meeting planned for the 7<sup>th</sup> September with the new Owner and anticipate an update of the situation at that time.
- h. Local Plan – A letter on behalf of the Parish has been sent to Uttlesford District Council. Councillor Moran noted that Essex County Council has commented on the Local Plan. The Council thanked Penelope Gaine for her personal explanation and comments on the Local Plan in the Gazette.

- i. Defibrillators – A fund raising team would now be required to raise the necessary funding for 2 defibrillators. This is in hand.

17.68 **Planning Applications**

<b>UTT/17/2141/HHF</b>	Janes Field Duddenhoe End	Demolition and replacement of single storey extension	No objection
<b>UTT17/2142/LB</b>	Janes Field Duddenhoe End	Demolition and replacement of single storey extension	No objection

17.69 **Clerks Report**

Four missing drain covers were reported to Highways with an immediate response.

17.70 Finance

Current Account	£7,029.54
Business Saver Account	£7,083.10
Payments to be approved (Appx A to the Minutes)	-£898.78
Total in hand inc ring fencing of £5,801	£13,213.86

It was reported that the invoice from Mercers for the pollarding of the lime trees had not yet been received.

17.71 Correspondence and E-Mails

- a. Letter regarding Elmdon Dial Land. – In hand, although certain matters were reserved being issues for the landowner and not the Parish Council.
- b. Request for a memorial Bench for Harry Reeves to be sited next to the Pavilion. The Parish Council had no objection. This would be a matter for the landowner.
- c. The trees in the churchyard had been pollarded.(See Min 17:70)
- d. Land to rear of Holly Hedges, Duddenhoe End. Noted the Appeals procedure was in place, the view of Parish Council had not changed and the existing objection would be included in UDC documents submitted to the inspector.

17.72 Matters to be raised by members for the next agenda

- a. Budget 2018/19 and half yearly Expenditure for 2017/18
- b. Date of meetings for 2018

**FUTURE MEETINGS**

10 October	Duddenhoe End Village Hall
21 November	Elmdon Village Hall
<b>2018</b>	
9 January	Duddenhoe End Village Hall

The meeting ended at 8.15pm.

NOTE: THE AGENDA AND THE MINUTES OF THE MEETING ARE AVAILABLE BY EMAIL FROM THE CLERK, Sheila Jones, Cregneish, Ickleton Road, Elmdon,

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