

ELMDON & WENDEN LOFTS PARISH COUNCIL

MINUTES OF THE MEETING OF ELMDON & WENDEN LOFTS PARISH COUNCIL HELD ON TUESDAY 19 JUNE 2018 in ELMDON VILLAGE HALL AT 7pm

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

18.44 **Apologies for absence**

Councillor Holford

18.45 **Declaration of Interests for business in hand**

Councillor Fagan declared an interest in 18.47(h)

18.46 **Minutes of the meeting 8 May 2018 (AGM)**

Minutes were read, approved and signed, as amended.

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

The meeting resumed.

18.47 **Matters Arising not being discussed later:**

- a. Village Design Statement – The first draft will be submitted to the Parish Council on 31 July 2018.
- b. Bury Gardens. No further action can be taken at the present time.
- c. Potholes, and Kings Lane. ECC Highways have stated that the repairs to Kings Lane are scheduled for November.
- d. Blocked Drains – The Clerk to inform ECC Highways that a number of drains are seriously blocked with debris.
- e. Defibrillators – The purchase of the two defibrillators is progressing (Minute 18.50 and Appendix A to these minutes). It was proposed to purchase two housing cabinets at a cost not exceeding £700 per unit.
Proposed: Councillor Bond
Seconded: Councillor Gaine.
The payment for the second defibrillator, if completed prior to the next meeting, was approved.
Proposed: Councillor Bond
Seconded: Councillor Gaine.
- f. Broadband in Duddenhoe End – Progressing.
- g. The Maltings Public House update – Work is commencing this month.
- h. Abandoned Vehicles in Ickleton Road, Elmdon. Ongoing.
- i. GDPR – The Clerk has been appraised of procedures by Councillor Barrow and a similar exercise will follow for the RFO to ensure adherence to the GDPR. A Risk Assessment has been undertaken and will be submitted to the Parish Council for approval.
- j. CIL Survey – The Clerk will seek further clarification prior to completion by the Chairman, on behalf of the Parish Council by the deadline of 29 June 2018.

18.48 Planning Applications

UTT18/1479/HHF	Orchard House, Elmdon	No Objection
8/00065/NEWDEV	Naming of Farm Drive, Elmdon Bury Lane.	No Objection

18.49 Clerks Report

There was nothing of significance to report.

18.50 Finance

Current Account (from previous meeting)	£12,873.15
Plus Defibrillator Donation	£250.00
Plus refund of VAT 2017/18	£740.10
Sub Total Current Account	£13,863.25
Less Payments to be approved (for details see Appendix A)	-£1,603.34
Current Account SUB TOTAL	£12,259.91
Saver Account	£7,087.87
TOTAL	£19,347.78

The RFO reported that the AGAR (Annual Governance and Accountability Return) 2017/18 had been submitted to the external Auditor by the required date, 11 June 2018 and the documents were available for public inspection for the required period, 30 working days from 18 June to 27 July 2018. (The documents are on display on elmdonessex.org, devh.org and on Parish council notice boards.)

18.51 Correspondence and E-Mails

- a. Uttlesford Rangers can undertake work such as vegetation clearance, sign cleaning and adjusting, street furniture painting etc. Parish Councillors to provide Clerk with list and specific locations of potential projects. The Clerk will draw up a list and an application will be made.
- b. A question was raised regarding the weekly crime report regarding the basis for the crime solving calculation. Councillor Bond will seek clarification from the Essex Police and Crime Commissioner regarding the accuracy of the recently published statistics.
- c. Stop Stansted Expansion Campaign the Parish Council noted the press release dated 5th June and it was agreed that the response by Uttlesford District Council was unsatisfactory.
- d. Telephone Boxes in Elmdon. A communication had been received expressing concern about the condition of the telephone boxes. It was reported that they are the responsibility of BT and that both had been painted in the last 2 years. The Clerk will respond to the communication.
- e. It was proposed to give the annual Grant of £500 to Duddenhoe End Village Hall 2018/19 to undertake a survey of trees around the Village Hall
Proposed: Councillor Gaine
Seconded: Councillor Fagan.

18.52 Matters to be raised by members for the next agenda

- a. LHP Rangers
- b. Telephone Boxes

18.53 Date of Next Meeting and any changes.

FUTURE MEETINGS

2018

31 July	Duddenhoe End Village Hall
28 August	Elmdon Village Hall
30 October	Duddenhoe End Village Hall
20 November	Elmdon Village Hall

2019

8 January	Duddenhoe End Village Hall
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The meeting ended at 8.35pm.

NOTE: THE AGENDA AND THE MINUTES OF THE MEETING ARE AVAILABLE BY EMAIL FROM THE CLERK, Sheila Jones, Cregneish, Ickleton Road, Elmdon, Saffron Walden, Essex. CB11 4LT Tel: 01763 838518 Email jsheila285@gmail.com