

ELMDON & WENDEN LOFTS PARISH COUNCIL

MINUTES OF THE MEETING OF ELMDON & WENDEN LOFTS PARISH COUNCIL HELD ON 26 FEBRUARY 2019 AT 7PM ELMDON VILLAGE HALL

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

Attendees: County Councillor John Moran
District Councillor Robert Chambers

19.11 **Apologies for absence**
Councillor Penelope Gaine
Councillor Robert Woods

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

19.13 **Minutes of the meeting 8 January 2019**
Minutes were read, approved and signed.

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

- 19.14 a. **Matters Arising not being discussed later**
Village Design Statement – The draft had been presented at Duddenhoe End Village Hall on Sunday 24 February. There were 53 visitors and it had been positively received. It will be presented on Sunday 3rd March at Elmdon Village Hall. A printed draft copy can be obtained from Councillor Woods or via the Clerk. The next stage will be for the draft to be submitted to Uttlesford District Council for approval.
- b. Defibrillators – Two training sessions had taken place with a further two planned for the 12 and 26 March. The training was well received and a suggestion had been made for further First Aid training in both Duddenhoe End and Elmdon to cover various topics sometime in the future. Lists of attendance for the previous courses would be passed to the RFO as GDPR Officer for secure retention for the prescribed period. Refreshments will be provided for future training sessions.
- c. Parish Council Insurance – Councillor Holford undertook to examine the policy document in detail prior to the renewal in June.
- d. Broadband in Duddenhoe End – work is progressing although delay had been experienced and it was anticipated that the connection date of June 2019 would not be met.
- e. The Maltings – Renovation work is progressing.
- f. General Data Protection Regulations (GDPR). It was noted that the correct procedures regarding protection of items of personal data have been followed.

g. Elmdon Churchyard Wall . Work on the wall had begun.

Planning Applications

There were no planning applications to report.

19.16 Clerks Report

The Clerk would be collecting the nomination papers for the Parish Council Elections May 2019 on the 27 February and distributing them to the Councillors. These must be completed and submitted after Monday 25 March and no later than 4pm on Wednesday 3 April by Councillors (by hand) and not by the Clerk; Councillors were advised to obtain a receipt.

19.17 Finance

Finances as at 26vFebruary 2019.

| | |
|---|-------------------|
| Current Account from last meeting | £11,251.95 |
| Sub Total Current Account | £11,251.95 |
| Less Payments to be approved (for detail see Appendix A) | £669.00 |
| Sub total | £10,582.95 |
| Saver Account | £7,098.48 |
| Total | £17,681.43 |
| Inc Ring-fencing amount £5,801(£5,200 for Church wall) | |

RESOLVED: that the RFO attend EALC Workshop 4 April 2019 for “Councils under £25k to meet Transparency Requirements and complete annual return”.

19.18 Correspondence and E-Mails

- a. Best Kept Playing Field Competition (Entry Form). This was handed to Councillor Holford to process.

19.19 Matters to be raised by members for the next agenda

Potholes – The road edge by Hamlet House has disintegrated due to contractor vehicles working on the neighbouring Pumping Station.

It was reported to County Councillor Moran that reporting procedures on Essex Highways website were somewhat challenging. Councillor Moran stated that highway problems in the parish could be channelled through him and he would progress them on the Parish Council’s behalf.

19.20 Date of Next Meeting and any change.

2 April 7pm at Duddenhoe End.

The meeting ended at 8pm.

FUTURE MEETINGS

2019

| | | | |
|---------|----|-----------|---------------|
| Tuesday | 2 | April | Duddenhoe End |
| Tuesday | 14 | May | Duddenhoe End |
| Tuesday | 9 | July | Elmdon |
| Tuesday | 6 | August | Duddenhoe End |
| Tuesday | 17 | September | Elmdon |
| Tuesday | 29 | October | Duddenhoe End |
| Tuesday | 3 | December | Elmdon |

2020

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|---------|---|---------|---------------|
| Tuesday | 7 | January | Duddenhoe End |
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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