

**MINUTES OF QUENDON & RICKLING PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 8<sup>TH</sup> SEPTEMBER 2021 AT 7.30 PM.**

Present: Sally Kitcat – Chairman (SK)  
Tom Duncan – (TDN)  
Katherine Nuthall- (KN)  
Jennie Sutton – (JS)  
Carrie Williams (CW)

Judy Emanuel (District Councillor) (JE)  
Ray Gooding – (County Councillor) (RG)  
Keith Williams – (Parish Clerk) (KW)

0 members of the public

**890. Declarations of Interest**

None.

**891. Apologies for Absence**

Tony Dear - (TD)  
Andy MacNaughton – (AM)  
Neil Hargreaves – (NH) (District Councillor)

**892. Minutes of the last meeting held on 14<sup>th</sup> July 2021 (already circulated)**

The minutes of the last meeting were agreed as a true and accurate record and will be signed by the Chairman.

**893. Matters arising from the minutes of the meeting on 14<sup>th</sup> July 2021**

None

**894. Public participation session**

None

**895. Correspondence**

- a) A request had been made for help with upkeep of the Quendon Churchyard. The Parish Council is unable to offer any financial assistance but will make an entry into the Facebook site for volunteers to assist.
- b) A resident has reported that a bench has been damaged. SK will obtain a quote for repair.
- c) TDN has cleared the overgrowth along Manor Farm footpath.

**[191/2021]**

- d) There has been a complaint about vehicle parking on the Green, in particular by the sign at the triangle.

**896. Finance**

- a. **Accounts balances (already circulated).**  
Noted.
- b. **Invoices and payments for approval.**  
The payments were approved.

## FINANCE REPORT for AUGUST 2021

**Balance b/f @ 31/07/2021** 41171.91

**Payments to be authorised for August 2021**

<b>Payee</b>	<b>Chq No</b>	<b>Amount</b>	<b>Reason</b>
eon	dd	45.76	Electricity for July 2021 Grass
Brian Blackwell (already authorised)	online	340.00	cutting
Payroo	online	6.00	Payroll expenses
Toby Draper (magician) (already authorised)	online	150.00	Quickling Festival
Keith Williams	online	359.97	Clerk salary for August 2021
HMRC (Keith Williams)	online	90.00	PAYE August 2021
Ted Crow (already authorised)	online	403.97	Football pitch expenses
Regal Expoline (already authorised)	online	180.00	Football pitch expenses
PKF Littlejohn (already authorised)	online	240.00	External Auditor Fee
<b>Total Payments for August 2021</b>		<b>1815.70</b>	

Balance @ 31/08/2021 39356.21

**Plus football pitch receipts** 325.00

**Balance c/f @ 31/08/2021** 39681.21

Please note: The payment to HMRC was made by the parish clerk and is being reimbursed.

**[192/2021]**

c. **AGAR-external auditors return.**

The Parish Clerk reported that the external auditors had approved the annual return and issued their completion certificate, which has been posted to the website. The auditors had questioned the amount of the council's reserves which totals more than twice the precept, (which is the usual acceptable balance). The Clerk explained that there was still a considerable residual amount from the Stonebond donation, which was earmarked to be used for traffic calming and grants to deserving causes within the village. The Clerk has asked councillors to bear in mind the normal acceptable assets balance when reviewing next year's return.

**897. To approve the payment for preparation and submission of Parish Council response to Call for Sites proposals**

A budget of £1000 was agreed for this procedure.

**898. Planning**

**1. UTT/21/2573/HHF – The Thatched Cottage Cambridge Road**

Erection of one and half storey side/rear extension, internal alterations and erection of cart lodge.

No objection.

**2. UTT/21/2464/HHF – 8 Ventnor Road, Quendon**

Single storey pitched roof side extension.

No objection.

**3. UTT/21/2524/HHF – Boundary Cottage, Cambridge Road**

Proposed demolition of workshop and extension of existing Annexe.

No objection.

**4. UTT/21/2464/HHF – 9 Ventnor Road, Quendon**

Single storey pitched roof side extension.

No objection.

**5. UTT/21/2721 – 3 Newport Drive, Quendon**

Proposed single storey side extension, 2 first floor dormers and first floor bathroom extension.

No objection.

**899. B1383**

**a) Traffic Calming Scheme**

Rissa Long (RS) of Highways has not responded to requests for information and updates. RG advised that the engineer originally appointed for the job has left which has delayed matters. The scheme is still on line for the current financial year, and he will continue to pursue Highways.

**b) VAS signs**

RS has asked Solagen to attend the site to potentially look at repairing this.

**c) 30 mph sign**

The Parish Clerk advised that he has looked up this issue and Highways is showing the following action;

“A defect has been identified, the issue will be programmed for repair according to how we prioritise highway issues.”

It would appear that this matter is not very high in their list of priorities. It also says on their website that reporting an issue more than once does not speed up any action on their part so it is not clear what further action can be taken at this time.

**900. Events**

**a) Quickling Festival**

The event has been very successful with takings up on 2019. The Cricketers Arms did well, and the band was well received. The dog show was also a great success.

**b) Marquee**

The marquee has been ordered and delivery is awaited. The Parish Council will discuss the fee for hiring out the marquee.

**c) Autumn Daze**

A date of Saturday 9<sup>th</sup> October has been set and the event will take place around the pavilion. The waffle van has been invited to attend. KN will look into to obtaining a Pumpkin Competition Winners Cup, which will be awarded every year and engraved with each year's winner. A budget of £250 as been agreed.

**901. Litter Picking**

JS is hoping to start this in October. She will approach the school to see if the students can be involved.

**902. Biodiversity Mapping**

TDN has undertaken to submit the return.

**903. Wildlife Friendly Village**

**a. Mowing**

This has been completed.

**b. Bulbs under Quendon trees**

Paul Wilsher (PW) has suggested planting approximately 500 native bluebells. A budget of £200 was agreed which will be met from the Stonebond donation.

**c. Ponds**

Advice was due to be obtained from Essex Wildlife Trust but PW has thus far been unable to make contact. The pond on the Green has an excess of bullrushes.

**904. Monarchs Place**

The width of the entrance is under query. Freedom of Information requests have been submitted to Essex County Council (ECC) and Uttlesford District Council (UDC) to obtain details of planning and ownership considerations.

The Bowling Club Lane is still awaiting re-surfacing.

**905. Village Maps**

This is ongoing with nothing further to report at this stage.

**906. Appeal from SAW (Stansted Airport Watch) for donation**

The Parish Council has decided that it will not be making a donation.

**907. County and District Councillor reports**

**District Councillor Neil Hargreaves** (report submitted in his absence).

- a. From the applications for new Chief Executive the recommended candidate is Peter Holt. The current interim Chief Executive Rob Tinlin will leave as soon as Peter is in place.
- b. The head of the Planning Department has left and an interim, Jeanette Walsh, has been appointed.
- c. Roger Harborough, who has been a senior council officer for many years, has indicated that he would like to retire.

**[195/2021]**

**District Councillor Judy Emanuel**

- a. The UDC Planning Function report is due to be published shortly.
- b. The new Chief Executive has been appointed [see above].
- c. A new appointment to oversee the findings of the Planning Function report has been made.
- d. UDC is re-assessing its working environments. Some existing offices will be rented out and parts of Councils activities will be moved to different premises.

**908. Date of next meeting**

13<sup>th</sup> October 2021.

**909. Closure of meeting**

There being no further items to be discussed, the Chairman declared the meeting closed at 20.55.

**[196/2021]**