

Little Bardfield Parish Council



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Meeting of the Parish Council

Wednesday 22nd June 2022

7.30pm

MINUTES OF MEETING

Present: Cllr Andrews Davies, Cllr Terry Cutmore, Cllr Jan Warren, Liz Williamson (Clerk)

1.	<u>Chairs Welcome/Apologies for Absence</u>	
1.1	Cllr Davies welcomed everyone to the meeting – apologies were received from Cllr Simpson and Cllr O’Brien	
2.	<u>Declarations of Interest</u>	
2.1	There were no declarations of interest	
3	<u>Minutes of Last Meeting</u>	
3.1	The minutes of the meeting held on 11 May 2022 were agreed and signed as a true record by Cllr Davies and agreed by Cllr Cutmore and Cllr Warren	
3.2	Matters arising – Flooding at Hawkspur Green. A quote had been received by a contractor for the works required to clear the ditch to prevent ongoing flooding. The quote received is £980. It was agreed as per the last meeting that the Parish Council would cover the cost of the works. This was agreed by Cllr Davies and seconded by Cllr Warren	Clerk to make payment once invoice received
3.3	Jubilee – two events were held for the jubilee celebrations, both of which were a success.	Clerk to recover grant from UDC
3.4	Verge Cutting – the first cut has been undertaken	
4.	<u>Internal Audit Report and approval of Annual Governance Statement</u>	
4.1	The Auditor’s report was circulated to all Parish Councillors and the contents noted.	
4.2	The Annual Governance Statement was agreed and signed by Cllr Davies and seconded by Cllr Cutmore and Cllr Warren	Clerk to send to Auditor
5.	AGAR Part 2 – Section 1 – the document was agreed and signed by Cllr Davies and seconded by Cllr Cutmore and Cllr Warren	Clerk to send document to Auditor
6,	AGAR Part 2 – Section 2 - the document was agreed and signed by Cllr Davies and seconded by Cllr Cutmore and Cllr Warren	Clerk to send document to Auditor
7.	a) Treasurer’s account balance £12429.89	
	b) Community Account Balance - £9920.89	
	c) Transactions from April – June 2022 – Agreed and signed by Cllr Davies seconded by Cllr Cutmore and Warren	
8.	<u>Planning Applications</u> UTT/22/1408/HHF White House Little Bardfield Road – All Cllrs in attendance agreed no Objections raised to the proposal. UTT/22/1593/FUL Furthermoor House Little Bardfield Road – All Cllrs in attendance agreed no	Clerk to send letter to UDC

	Objections raised to the proposal.	
8.1	Cllr Cutmore raised the issue of consultations received from the Planning Department at UDC were illegible due to coding issues. Cllr Cutmore is liaising with a representative from the department Ann Howells to try and rectify the issue. This is an issue with Planning Consultations only and no other documents/emails received from UDC have the same illegibility. All Parishes within the Uttlesford District are experiencing the same issues. Cllr Cutmore to update the Parish Councillors when the issue is rectified	Cllr Cutmore
9.	<u>Any Other Business</u>	
9.1	An interview for the position of Clerk took place on Monday 20 th June. Cllr Davies, Cllr Simpson and Cllr Warren all interview the candidate. It was agreed that Kate Rix should be offered the position. Cllr Cutmore and Cllr Warren agreed. Clerk to provide Cllr Davies with NALC pay scale	Cllr Davies Clerk
9.2	Cllr Warren made an appeal on behalf of a Ukrainian family being hosted. The teenage daughter has been accepted into Newport School but must travel to school by bus. The cost of the bus fare for the remainder of the school term is £155. As discussed at the last meeting, it was agreed that donations would be given to anyone within the parish or neighbouring parishes who were hosting a Ukrainian family. The donation would be provided by the Community Fund. Cllr Warren to provide bank account details to the clerk	Clerk to set up payment
	Meeting Closed 20:18 – Next meeting 14 th September 2022 – Little Bardfield Cricket Pavilion	