

**Minutes of Annual Ugley Parish Council Meeting held on
22 May 2017**

Present

Cllr. Jean Reay (Chairman), Cllr. Betty Francis, Cllr. David Hilton, Cllr. Tony Turner and
Mrs. L Johnson (Parish Clerk).

Members of the Public

None

The meeting opened at 7pm

- 1. Election of Chairman.**
Cllr. N Shutes was proposed by Cllr. J Reay seconded by Cllr. T Turner, the vote was carried unanimously.
Resolved, Cllr. N Shutes is duly elected Chairman for the forthcoming year.
- 2. The ‘Declaration of Acceptance of Office’**
As Cllr. N Shutes was not present at the meeting, it was agreed the ‘Declaration of Acceptance of office’ would be signed at the next meeting on the 11 July 2017.
- 3. Election of Vice Chairman.**
Cllr. D Cross was proposed by Cllr. D Hilton, seconded by Cllr. B Francis, the vote was carried unanimously.
Resolved, Cllr. D Cross is duly elected Vice-Chairman for the forthcoming year.
- 4. Apologies for Absence –** Cllr. Nick Shutes, Cllr. David Cross, Cllr. Roger Pryor and District Cllr. Janice Loughlin.
- 5. Declarations of Interest –** None.
- 6.** The minutes of the meeting held on the 10 April 2017 were confirmed as a true record and signed by the Chairman.
- 7. District Councillor’s report – Cllr. Janice Loughlin.**
Cllr. Loughlin sent the following report;

Please accept my apologies for Monday's meeting as there is a member workshop at UDC on the draft local plan policies.

You may have read in the local press that UDC has bought a 50% share of Chesterford Research Park alongside Aviva Investors. The Council believes it has an excellent potential for future growth. Aviva Investors will retain the asset management of the park. UDC has used its reserves and a mixture of loans from other sources.

At the full council meeting on May 16th, I was elected Vice Chair of the Planning committee; I was very pleased to be asked by the Administration to take on this role and to have been voted in.

You may also like to know that Geoffrey Sell will serve as Chair of the Council for the next year. This is a civic, non-political role.

8. County Councillor's report – Cllr. Ray Gooding.

Cllr. Ray Gooding was not present.

9. Clerk's report

The Chairman, Cllr. J Reay and the Parish Clerk signed the 'Annual Governance Statement' for the year ending 31 March 2016.

The Chairman, Cllr. J Reay and the Parish Clerk signed the 'Accounting Statements' for 2016/17.

The two pot holes in Pound Lane had been reported to Highways; both have been assessed as not requiring immediate action at this time.

A new Ugley Village sign has been installed.

The tree tops in the pond are still ongoing.

The re-painting of the figure posts is still ongoing.

Uttlesford District Council had received a complaint regarding Gunn Cottage in Hall Road, there was however no evidence of breaches and the file for this investigation is to be closed.

10. Planning Applications

UTT/17/1396/LB Demolition of rear lean-to extension and erection of a single storey extension, amendment to materials approved under listed building application UTT/17/047/LB. Ugley Hall, Ugley Road, Ugley. **No objection.**

Planning decisions made by Uttlesford District Council

UTT/16/3217/HHF Proposed two storey side extension. The Cottage, Bollington Hall, Ugley. **Approved.**

UTT/17/0375/FUL Proposed change of use from workshop to residential ancillary annexe. Chestnut Cottage, Ugley Green, Ugley. **Approved.**

UTT/16/3395/HHF Demolition of rear porch and erection of replacement porch. Park Cottage, Ugley Green, Ugley. **Approved.**

UTT/17/0185/FUL Construction of a new 2-bedroom single storey dwelling. Sundown, Cambridge Road, Ugley. **Refused.**

UTT/17/0225/LB The damp proof course to the lower walls of the property. Hollyhocks Patmore End, Ugley **Refused. The Parish Clerk to look into the reason that it was refused.**

UTT/17/0492/HHF Proposed two storey extension to northeast corner of the property. The Maltings, Vicarage Lane, Ugley. **No Comment.**

11. Financial Report

Cashflow – Circulated.

Uttlesford District Cllr. J Loughlin has given £500 of her New Home Bonus to Ugley

Parish Council; the Councillors consider using the funds for the following options
The Village Hall.

The main hall in the Village Hall is in need of some repair, the committee would like to have it boarded up to the dado rail and round the stage. One estimate of £3,600 has been received, the committee was currently waiting for a second estimate.

Camera.

A camera to be installed to take photos of any lorries exceeding the width restriction round Ugley Green. The Parish Clerk to research this.

The Millennium Wood.

The entrance to the Millennium Wood is in need of repair, the concrete is broken and there are many large pot holes. Highways have in the past, stated that they would not carry out any repairs, as this is not their land.

The Parish Clerk is to obtain some quotes.

The following cheques were approved for signing.

BACS	EALC	£ 140.75
BACS	Hilbery Turf	£ 84.00
BACS	Hilbery Turf	£ 84.00
BACS	Yvonne Morton	£ 37.50
BACS	Community Action	
	Suffolk Insurance	£ 319.71

Balance brought forward		£5990.34
Credits	UTTDC Precept	£3072.00
	UTTDC Grant	£ 106.00
Total		£9168.34

BACS	EALC	£ 140.75
BACS	Hilbery Turf	£ 84.00
BACS	Hilbery Turf	£ 84.00
BACS	Yvonne Morton audit	£ 37.50
BACS	Community Action	
	Suffolk Insurance	£ 319.71

Total payments **£ 665.96**

Balance carried forward **£8502.38**

12. **Any other Business** (no decisions can lawfully be made under this item).

There being no further business the meeting closed at 7.30pm

Next Meeting; Monday, 11 July 2017 at 7.00pm to be held in the Ugley Village Hall.

Signed

Chairman