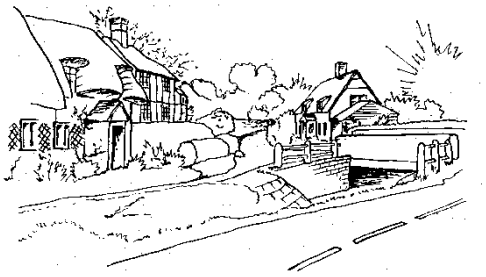
Arkesden Parish Council

The Village Hall,
Arkesden,
Saffron Walden,
Essex,
CB11 4HB
https://arkesdenvillage.com/



Arkesden Parish Council Meeting
Meeting date: 16 June 2025
Meeting time: 7.30pm
Meeting location: Arkesden Village Hall

Minutes

1. Apologies for Absence / Election of Meeting Chair

Present: Alistair Mclean, Mark Newey, Jonathan Boon, Holly Greenhow, Sophie Garrod, Beth Savory (Clerk) and Cllr Edward Oliver

Apologies: Wendy Dyce and Cllr Paul Gadd

Chair: The Council voted Alistair Mclean in as Chair (Holly proposed; Mark seconded)

Minutes: Beth Savory

2. Public Speaking

NTR

3. District councillor's report

Cllr Edward Oliver provided a brief update on the Essex Council reorganisation outlining that Uttlesford is likely to merge to become Essex West with Harlow and Epping forest or possibly merge with Chelmsford and Brentwood. No details have been confirmed at this stage in the process.

4. County councillor's report

Cllr Paul Gadd provided an update via email in advance of the meeting which was read out by the Chair. Cllr Gadd confirmed the availability of the locality fund for 25/26, requesting applications for up to £5,000 for local projects. Councillors discussed the possibility of the Millenium Field utilising this funding and agreed that Alistair would discuss the option further with the Millenium Field Committee.

Regarding highways Cllr Gadd updates that the B1039 potholes have now been mended but noted that new ones are appearing. Cllr Gadd requested that Councillors continue to update him on any further highways issues within Arkesden that require action, noting that Essex Highways should now have addressed the worst of the potholes in the village.

Regarding LHP matters, Cllr Gadd confirmed that they will now continue but funding levels are yet to be confirmed. New schemes are currently not being accepted with only improvements currently in the system and clearly deliverable in the next 2 years being considered.

In relation to Essex County Council matters, Cllr Gadd provided an update on district nurses, detailing that they are now not performing 1 year health checks in person but instead completing them remotely. In person visits are now made to targeted families and to those that request them.

5. Declaration of interests

Jonathan declared an interest in the planning appeal APP/C1570/W/25/3365451.

6. Minutes of 19 May 2025 meeting

Minutes from the May meeting were approved and signed.

7. Matters arising from 19 May 2025 meeting

- Parish Council projects

Attendees of the AGM responded positively to the idea of creating a 2025 village book with some volunteers for involvement. APC agreed that they were happy to support a committee with some councillors forming part of it and that the Clerk could support with admin etc.

- Village maintenance

The stream clean was completed on Thursday 12 June, it was very successful with more than 20 volunteers. Councillors gave their thanks to everyone that helped.

8. Ongoing Matters – Cllr Areas of Focus Updates

- Website (JB)

  Jonathan confirmed that he had added event information for Ranagri to the website with some further updates still to be made.

- Potholes (MN)

  Councillors discussed concerns over the pothole by the old Oak tree which is outside of the village boundary, and it was confirmed that Clavering Parish Council have photographer and reported it via official channels.

- Speed Limits (SG)

  Sophie agreed to write a piece for the AVN to update the village following the traffic survey. It was also agreed that Sophie would look into the process of weight restrictions for (non-farm) vehicles coming through the village and reduction of speed limits.

- Neighbourhood Watch

  NTR

9. Planning Matters

- New Applications

- **UTT/25/1368/DOC** - Application to discharge condition 3 (materials) and 4 (window and door details) attached to UTT/25/0229/HHF - Pump Cottage, Hampit Road

- Determinations

  - **UTT/25/0843/TPO** - Reduce height and width of 1no. Yew tree. Reduce back to live growth 1no. Pine tree. - Saint Marys Church, Wenden Road – Tree part approved
  - **UTT/25/0877/TCA** - Fell 2no. Sycamore trees. Reduce row of Beech trees to 5 foot height. - Saint Marys Church, Wenden Road – Tree no objection
  - **UTT/25/1015/TCA** - 1no. sycamore tree- reduce by 30% and reshape and uplift lower branches - Glebe Cottage Wicken Road – Tree no objection

- Appeals

  - **APP/C1570/W/25/3365451** – Appeal relating to UTT/24/1676/FUL - Proposed erection of 1 no. self build dwelling – Comments due 24 June

    Councillors discussed the original planning application, reasons for refusal and the response from the applicants in their appeal statement. It was agreed that an additional comment would be submitted to the appeal inspectorate regarding public benefit.

- Enforcement

  Councillors discussed that two new cases that have been reported (with both having previous enforcement cases) to enforcement following concerns raised by residents. To date, no confirmation has been received of cases being opened at either site.

10. Playing Field report

NTR

11. Village Hall report

NTR

12. Highways and road closures

- Temporary Traffic Regulation Order of Wicken Road, Arkesden due to commence on 23 June for 3 days while Openreach undertakes duct blockage clearance. Further details can be found online - https://one.network/?tm=142657211

13. Finance

- Balances

The balance on the 16 June was £10,954.62. Payments since the previous meeting invoice the clerk's wages, our annual insurance renewal (negotiated down to £784.82 from £877.22) and grass cutting.

- Invoices/Expenses
  - B H Ground Maintenance – £414
  - RoSPA Play Safety – £100.80

- AGAR 24/25

The internal audit is kindly being completed by Dominic Crabb and will be finalised by the end of June in preparation to send to the external auditor. The Clerk prepared the Annual Governance and Accountability Return for 2024/25 which was reviewed during the meeting. The Annual Governance statement was read and approved and signatures from the Chair and the Clerk were added to the document.

14. Residents' Concerns / AOB

- Village of the year – It was confirmed that the Clerk submitted an entry prior to the deadline and the outcome is expected at the beginning of July

- Top of the gap – Concerns were raised over the hardcore being used at the top of the gap which is combined with lots of rubbish, including dangerous glass, food wrappers and gel packages. It was confirmed that there is a government grant to update the pathways and the work is still in progress, the path will be lined and covered further.

- Sandbags – It was confirmed that the Clerk has reported the non-collection of sand bags but will follow up again to ask for a date for action.

15. Date of the Next Meeting – 21 July 2025 at 7.30pm in the Village Hall

Signed:

Date: 21 July 2025