

Arkesden Parish Council

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



Arkesden Parish Council Meeting

Meeting date: 16 March 2026

Meeting time: 7.30pm

Meeting location: Arkesden Village Hall

Chair Brief

1. Apologies for Absence / Election of Meeting Chair

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

Apologies: Cllr Paul Gadd

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

Minutes: Beth Savory

2. Public Speaking

NTR

3. District councillor's report

Edward informed Councillors that he has invited the Chair of ECC to attend the APC meeting. They will be looking after our area if elected in the next election.

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.

With regards to flooding and drainage confirmed that the drain and ditch on Quicksie Hill have now been cleared and continues to chase on the repair of the pothole at the same location.

In relation to Highways and transport Cllr Gadd confirmed that information had been forwarded to Councillors on the weight limits on the three bridges in Arkesden. Cllr Gadd detailed that enforcement of weight limits is generally problematic, but to let him know of any significant breaches. Cllr Gadd also updated that are no further member pothole schemes this year but to continue to flag any serious problems that require chasing.

5. Declaration of interests

Alistair made a declaration of interest for application UTT/26/0629/PAQ3.

6. Minutes of 16 February 2026 meeting

Minutes from the January & February meetings were approved and signed.

7. Matters arising from 16 February 2026 meeting

- Litter pick

It was confirmed that the annual litter pick is scheduled for Saturday 28th March at 10.30am.

Action: Jonathan to send out a note in the village WhatsApp group.

Action: Clerk to order bags from UDC

- Main Street bridge

The Clerk confirmed that ECC's Flood team were in agreement with APC to keep with a bridge rather than a Culvert. The plan is to remove the existing bridge and install a new bridge. The new bridge will be a wooden style PROW bridge with post and rail hand rails (like the existing).

Alistair raised that the retaining wall close to the bridge is massively eroded and requires repair.

Action: Alistair to send photos over to Clerk for reporting to ECC.

8. Ongoing Matters – Cllr Areas of Focus Updates

- Website (JB)

The Clerk updated that there was a temporary issue with the events calendar caused by an update by WordPress that didn't match our website 'template'. It's now been resolved but there are some further updates pending for other features which have potential to cause further issues.

Action: Councillors to report anything that doesn't look right to the Clerk or Jonathan.

- Potholes (MN)

Mark updated that the drain issue at the Quicksie Hill pothole has been resolved but the pothole issue remains outstanding. He confirmed that it's a separate team but is still being chased by Cllr Paul Gadd.

- Speed Limits (SG)

Sophie circulated a draft response to the traffic survey to Councillors via email for comment.

Action: Councillors to review draft response and provide feedback.

- Vehicle activated speed sign

The Clerk confirmed that APC have opted into the scheme with Uttlesford and the next step relates to legislation around the licence/permit required for the installation of the VAS posts.

- Neighbourhood Watch

Jonathan highlighted the current increased risk of housing oil theft due to the rise in prices.

Action: Jonathan to send out note on neighbourhood watch group.

Action: Sophie to raise awareness as part of update about support for oil costs available.

9. Planning Matters

- New Applications
 - **UTT/26/0629/PAQ3** - Prior Notification of change of use of agricultural building to 3 no. dwellings - Barn At Poore Street – **Comments due by 2 April**

Action: Clerk to forward information regarding Class Q legislation comments and draft a comment for review by Councillors.

- Determinations
 - **UTT/23/1911/FUL** - Introduction of an agricultural field access - Land South Of Hampit Road – **Refused**
 - **UTT/26/0172/CLP** - Raising of ground level and associated retaining works - Pump Cottage, Hampit Road – **Refused certificate of lawfulness**
 - **UTT/26/0187/CLE** - Confirmation that works have commenced on site in relation to approval UTT/23/1170/HHF (Replacement pool enclosure and demolition of the existing pool enclosure). - Ansgar House, Wood Hall – **Approve certificate of lawfulness**
 - **UTT/26/0242/CLE** - Application for certificate of lawfulness for retention of the dwellinghouse known as Mulberry House, a swimming pool, a swimming pool plant and service room, entrance gates and internal gates, a detached garage building, the retention of the use of land for residential purposes incidental to the enjoyment of the dwelling house known as Mulberry House, and the retention of relocated boundary treatment to the south-east side of the application site. - Mulberry House, Wenden Road – **Approve certificate of lawfulness**

- Enforcement

NTR

10. Playing Field report

NTR

11. Village Hall report

NTR

12. Highways and road closures

NTR

13. Finance

- Balances

The balance on the 16 March was £7,730.43. Payments since the previous meeting include the Clerks salary.

- Invoices/Expenses

End of financial year payments will be made to:

- Village hall hire - £275
- Village hall donation - £200
- Village News donation - £300
- CPRE membership - £60
- Hundred Parishes donation - £12
- Millenium Field donation

14. Residents' Concerns / AOB

- Defibrillator

The Clerk confirmed that the new defib has been installed and signed off ready to be added back onto the system for use. Training is to be arranged and our support package has now started.

- Oil support

Sophie agreed to share information on the targeted support available for help with oil costs.

Action: Sophie to send note around to the village

- Road closure signs

It was raised that some signage has been left behind following completed roadworks.

Action: Councillors to report via Trackit system

- Village map

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Holly raised that the village map requires some maintenance

Action: Holly to clean and evaluate if further maintenance is required.

- Tree plaques

Alistair raised that some of the plaques have fallen off where trees have been planted to mark occasions.

Action: Clerk to look online for replacements for plaque stakes

- Stream clean

It was agreed that a date would be defined at a future meeting when the weather has improved.

15. Date of the Next Meeting – 20 April at 7.30pm in the Village Hall

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