

Arkesden Parish Council

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



Arkesden Parish Council Meeting

Meeting date: 16 February 2026

Meeting time: 7.30pm

Meeting location: Arkesden Village Hall

Minutes

1. Apologies for Absence / Election of Meeting Chair

Present:, Alistair Mclean, Jonathan Boon, Sophie Garrod, Mark Newey and Wendy Dyce

Apologies: Holly Greenhow, Beth Savory (Clerk), Cllr Paul Gadd and Cllr Edward Oliver

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

Minutes: Beth Savory (by recording)

2. Public Speaking

Steve Coltman outlined application UTT/26/0188/CLP.

3. District councillor's report

NTR

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 issues affecting the Parish, Cllr Gadd gave thanks to Mr Forster for his clearance work at Newlands End and confirmed that Essex Highways were booked to clear the drains on the 18/19 February. The pot hole repair will follow when this work has been completed.

On ECC matters Cllr Gadd updated that the Government have now confirmed that the ECC elections will go ahead this year, on the basis of the revised boundaries, so Uttlesford will now have 5 county councillors. The Saffron Walden division will lose its south western part, so Elmdon, Chrishall, Langley and Arkesden will move to the new Newport division.

Assuming Local Government Reorganisation does go to plan, Cllr Gadd's understanding is that it is intended that:

- ECC councillors would be elected in May 2026 for a 2-year term to 2028;
- In May 2027, there would be elections for the "shadow" new unitary authorities;
- District elections due in May 2027 would be postponed, so that district councillors would serve another year;
- In May 2028, district and ECC councillors would stand down and the "shadow" unitary councillors would take over.

The Government response to the councils' request for LGR in Essex (ie which of the 3, 4 or 5 unitary council options is favoured) is due late February or early March.

There is a Full Council meeting on 12/2/26, the main item of business being to approve the annual budget and corporate plan. Council tax will increase by 3.95%.

Action: Clerk to follow up with Paul at the beginning of March regarding the governments response.

5. Declaration of interests

NTR

6. Minutes of 26 January 2026 meeting

Minutes from the January meeting were approved and will be signed at the March meeting due to the unplanned absence of the Clerk.

7. Matters arising from 26 January 2026 meeting

- Replacement defibrillator

Installation of the replacement defibrillator is currently scheduled for the 11th March with timings to be confirmed. Training will be arranged after this date.

- APC cards

Alistair confirmed that the designs have been confirmed and signed off and are due to be printed.

8. Ongoing Matters – Cllr Areas of Focus Updates

- Website (JB)

Jonathan updated on some minor updates to profiles with some event information due to be added to the website.

- Potholes (MN)

Mark highlighted the Quicksie Hill pothole where standing water was is scheduled for repair as outlined in Cllr Paul Gadd's report.

- Speed Limits (SG)
 - Vehicle activated speed sign

The Clerk highlighted a scheme being ran by Uttlesford for a vehicle activated speed (VAS) sign to move around various locations that don't have a permanent one installed. The sign would enforce 30mph zones and would be installed for a period of 4-8 weeks with the frequency of when the sign is in the village dependent on how many other locations opt in.

It would be funded initially as a 3 year project with Arkesden Parish Council needing to fund the installation of a post for attaching the VAS sign to, (measuring 3-4m in height and a 76cm shaft) as well as the brackets to hold it in place. Costings for the brackets are £52 plus VAT each and would require two per post (one for the VAS and one for the extended solar panel to charge the battery for longer). The Community Safety Partnership would be responsible for installing the posts and then installing and removing the sign after a period of time before moving on to the next agreed location.

Councillors agreed to go ahead and confirmed they would be happy to fund the installation of the posts and brackets.

Action: Clerk to confirm with Uttlesford that Arkesden would like to participate in the scheme.

- Neighbourhood Watch

Councillors highlighted that there had been a recent theft from a garden with awareness for residents to be vigilant.

9. Planning Matters

- New Applications
 - **UTT/26/0172/CLP** - Raising of ground level and associated retaining works - Pump Cottage, Hampit Road
 - **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
 - **UTT/26/0188/CLP** - Placement of a caravan within the curtilage of Clodmore Hill Farm for use incidental to the enjoyment of the dwellinghouse - Clodmore Hill Farm, Clodmore Hill
 - **UTT/26/0201/HHF** - Proposed two bay cartlodge style garage and workshop/garden store - Bulls Green Cottage, Clodmore Hill – Comments due by 26th February
 - **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
- Determinations
 - **UTT/25/3309/DOC** - Application to discharge condition 3 (materials) attached to UTT/25/2207/HHF. - Pump Cottage, Hampit Road – **Conditions discharged in full**
 - **UTT/26/0063/TPO** - Proposed works to 1 no. Chestnut - reduction of branch lengths by 3m all over for general maintenance, safety and to increase light to properties and to 1 no. Yew - reduction to top branch lengths by 3m and lower branches by 5m as tree has grown abnormally due to nearby Chestnut and is reducing light to properties, also for general maintenance and safety. - The Beehive, Wicken Road – **Tree granted**

- **UTT/26/0133/TPO** - Crown lifting of 2 no. Ash to remove low hanging branches and improve access and safety, crown lifting of 1 no. Ash to remove low hanging branches impacting fencing, to improve access and due to it crossing neighbouring boundary, crown lifting of 1 no. Walnut to remove low hanging branches to improve access and safety - Bramley Cottage, Clatterbury Lane – **Tree granted**
- **UTT/26/0140/TCA**- Removal of 2 no. Ash to maintain healthy growth of nearby TPO trees and allowing more light into the garden, Crown lifting of 1 no. Maple due to impact on nearby fencing- Bramley Cottage, Clatterbury Lane – **Tree no objections**

- Enforcement

NTR

10. Playing Field report

NTR

11. Village Hall report

NTR

12. Highways and road closures

Councillors noted a road closure had just been implemented on Quicksie Hill and the road is expected to remain closed until 19th February.

13. Finance

- Balances

The balance on the 16 February was £8,235.01. Payments since the previous meeting include the Clerks salary.

- Invoices/Expenses

NTR

- Change to bank account

The Clerk updated that a notification has been received from Barclays regarding the bank account type currently used by the Parish Council. The bank account type is to be removed and the Parish Council will automatically be switched to a business bank account which incurs a monthly fee of £8.50 as well as fees for other services such as paying in cheques. Changes will take effect from the 12th March.

Action: Clerk to look into other free bank accounts to transfer to.

14. Residents' Concerns / AOB

- Litter pick

The 2026 litter pick is confirmed as the 28th March with a 10.30am start.

- Main Street bridge

The Clerk informed Councillors of an email from Highways asking if the parish would have any objections to them removing the damaged Main Street bridge and instead installing a Culvert pipe in the same location, filling over the top and installing a new footway above it, thus removing the need for a bridge.

Councillors discussed the proposal and highlighted several concerns:

- Installation of a culvert could lead to flooding further up the village due to the volume of water that passes under the bridge.
- The impact the bridge has on the overall aesthetic of the village
- Given the proximity of the stream to houses, Councillors didn't recommend any change to managing the flow of water given it is effective as it stands now.

Action: Clerk to draft a reply to highways, outlining concerns.

- The Hundred Parishes website

The Clerk updated that Hundred Parishes are currently working through the parish introductions on their website and have asked for feedback on their initial draft, circulated via email prior to the meeting. Councillors confirmed that they were happy with the copy, with no amendments requested.

Action: Clerk to give confirmation to Hundred Parishes

- Ongoing development and active enforcement cases

Councillors discussed a number of concerns that had been raised prior to the meeting via email. Councillors noted the seriousness of the concerns and agreed to provide updates where possible, noting confidentiality around active enforcement cases.

Action: Alistair to draft a reply and circulate to the Clerk and other Councillors for comment.

15.Date of the Next Meeting – 16 March at 7.30pm in the Village Hall

Signed:

Date: 16 March 2026