

Arkesden Parish Council

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



Arkesden Parish Council – Annual Parish Meeting

Meeting date: 19 May 2025

Meeting time: 7.30pm

Meeting location: Arkesden Village Hall

Minutes

1. Elections

- **Election of Chair**

Councillors agreed that Alistair and Sophie would continue to act as Joint Chair (Jonathan proposed, Mark seconded)

- **Councillors acceptance of office**

All Councillors stated their acceptance to continue in their roles under existing terms.

2. Apologies for absence

Apologies were received from:

- Holly Greenhow
- Sophie Garrod
- Cllr Paul Gadd
- Stephen Elvidge
- Cathy Miles
- Craig Dyce
- Rupert Bull

3. Declarations of interest

NTR

4. Confirmation of minutes of the meeting held on 20 May 2024

Minutes from the 2024 meeting were approved and signed.

5. Policies and procedures

- **Review/reconfirmation of Standing Orders**

The standing orders were confirmed with no amendments.

- **Review/reconfirmation of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation**

The Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation were confirmed with no amendments.

6. Review of assets and insurance

For the asset review, refer to '5. Financial Report – APC AGM – 19.05.25'

The Clerk confirmed that a notice of renewal had been received from our current provider 'Clear Councils' at a renewal cost of £877.22 for the year – this was an increase of 25% on last year's cost so alternative quotes have been requested, and insurance will be in place by 1 June.

7. Chair's report 2024/2025

Refer to '4. Chair's report – APC AGM – 19.05.25'

8. Financial report 2024/2025

Refer to '5. Financial Report – APC AGM – 19.05.25'

9. Report of village activities

- Bell-ringing
- Cricket Club
- Friends of Arkesden Church
- Historical Society
- Millennium Field Committee
- Neighbourhood Watch
- Parochial Church Council
- Village Hall
- Village News

Refer to '6. Village Committee Reports – 19.05.25'

10. Traffic Survey

Refer to 'APC traffic and road safety report 2025'

11. Arkesden village book 2025

The Parish Council proposed the idea of creating a new Village Book which would be a follow up to the Millennium Book that was produced 25 years ago. The aim would be to create a snapshot of our village as it stands in 2025, capturing not only photographs of each house, but also updates from the people who live there.

The Parish Council have researched potential costs and explored a few design and production options. But are very aware that a project like this involves a significant amount of time and effort.

To take this idea forward and bring it to life, the Parish Council would need to form a committee of volunteers. This group would need to help coordinate the collection of information from households, organise photographs, and generally help shape the project.

It was requested that individuals get in touch with the Parish Council following the meeting if they'd be interested.

12. Any other business

- **Sacks on Clatterbury lane left by affinity water**

The Clerk confirmed that they have been reported and are pending collection.

- **Water on Quicksie Hill**

Refer to '7. Pothole report – APC AGM – 18.05.25'

13. Date and place of ordinary Council meetings, and AGM in 2025/2026

It was confirmed that meetings will continue on the 3rd Monday of each month, excluding August. This 2026 AGM will take place on the 18 May 2026.

Signed:

Date: 18 May 2026