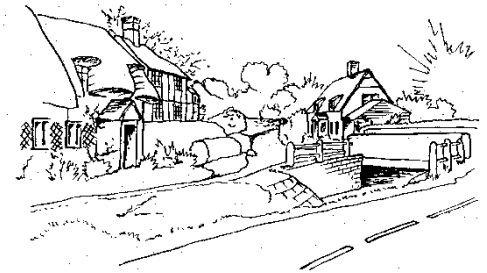


Arkesden Parish Council

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



Arkesden Parish Council Meeting

Meeting date: 22 June 2026

Meeting time: 7.30pm

Meeting location: Arkesden Village Hall

Minutes

1. Apologies for Absence / Election of Meeting Chair

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

Apologies: Cllr Edward Oliver

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

Minutes: Beth Savory

2. Public Speaking

NTR

3. District councillor's report

NTR

4. County councillor's report

Councillors welcome Cllr Ray Gooding as our new County Councillor.

Cllr Gooding detailed his intention to attend parish council meetings where possible and updated on a change to administration, including Highways which has now been centralised, removing the previously successful buddy system for reporting potholes.

5. Declaration of interests

Jonathan declared an interest with planning application UTT/26/1209/HHF and UTT/26/1210/LB, leaving the room for discussion.

Mark declared an interest with the AOB item of the tree outside of Dove cottage, leaving the room for discussion.

6. Minutes of 18 May 2026 meeting

Minutes from the May meeting were approved and signed, with a copy posted to the village noticeboard.

7. Matters arising from 18 May 2026 meeting

- Stream clean

The stream clean was unfortunately cancelled during June, due to the poor weather.

A new date has been set as Thursday 6th August.

- Quicksie Hill noticeboard

Alistair and Mark updated that the action to remove the board remains outstanding but will be completed prior to the July meeting.

Action: Mark and Alistair to remove the board prior to the July meeting

- Church mast – mobile signal

Holly updated that she had spoken to the vicar, Gary and Peter Shefford who were happy to explore the option of having it on the church, if it'll provide a suitable solution. Previous investigations to boost internet from the same location found that there was an issue with site lines for suitable signal, so this would need to be checked. Gary has agreed to speak to Elmdon, who have recently had a mast installed.

Holly highlighted the need to check how the mast works in the case of a power failure, given that this would be one of the primary reasons for the installation.

Action: Holly to check if the mast will work in the case of power failure given that that would be the reason for installation.

Action: Holly to follow up with Gary regarding conversations with Elmdon.

- TPO applications

The matter of current TPOs was raised at the AGM. The Clerk confirmed that there is currently no TPO covering the trees opposite Mulberry House.

Councillors agreed that a more general review of trees within the village should be conducted to highlight if any additional TPOs should be applied for.

Action: Holly to carry out an initial review of the trees in the village, taking some photos of ones that we may consider

Action: Clerk to add the tree review to the agenda as an ongoing matter.

8. Ongoing Matters – Cllr Areas of Focus Updates

- Website (JB)

NTR

- Potholes (MN)

Mark agreed to share the spreadsheet created to keep track of pothole reports with Cllr Gooding.

Action: Mark to share pothole spreadsheet with Cllr Gooding.

- Speed Limits (SG)

Sophie informed Councillors that she was keeping an eye on safer speeds strategy.

Cllr Gooding updated on the success of introducing 40mph buffer zones where roads change from 60mph to 30mph.

- Neighbourhood Watch

Jonathan updated on an increase in phone numbers appearing to be 'local numbers' in order to scam local residents

9. Planning Matters

- New Applications

- **UTT/26/1209/HHF/ UTT/26/1210/LB** - Replace existing Conservatory with extension on existing site. - Shepherds Cottage, Hampit Road – Comments due 19 June
- **UTT/26/1127/FUL** - Single storey self build and custom eco residential dwelling - Land South Of Hampit Road – Comments due 22 June
- **UTT/26/1348/HHF** - Erection of a single storey garage – Valentines, Wicken Road – Comments due 3 July 2026
- **UTT/26/1474/CLP** - Use of the land to site a mobile home for incidental use to the main dwellinghouse - 2 Quicksie Hill – No consultation

- Determinations

- **UTT/26/0803/HHF** - To increase the height of the existing wooden fence along the driveway at the rear boundary of the property from 1 metre to 2 metres high - Honeysuckle House, Wicken Road – **Approved with conditions**
- **UTT/26/0851/FUL** - S73 application to vary condition 2 (approved plans) of UTT/24/2673/FUL (Demolition of agricultural buildings and erection of 3 no. dwellings (Use Class C3) with associated access, garages, private gardens and ancillary garden rooms.) - changes to the internal layout and external elevations of Plot 2 - Buildings To The Rear Of Mulberry House, Wenden Road – **Approved with conditions**
- **UTT/26/0852/FUL** - Erection of 2 no. semi-detached custom-build dwellings, with associated residential curtilage, car parking and landscaping - Mulberry House, Wenden Road – **Refused**
- **UTT/26/0987/TCA** - 1 no. Silver Birch in front garden to fell to ground level due to being too close to a listed house - Down House – **Tree no objection**
- **UTT/26/0852/FUL** - Erection of 2 no. semi-detached custom-build dwellings, with associated residential curtilage, car parking and landscaping - Mulberry House, Wenden Road – **Refused**
- **UTT/26/1187/TCA** - T1 - Sycamore - Reduction by 4m in height and shape the sides including branch length reduction of 2- 3m on the sides. Tree is causing lack of light to

properties and there is concern that this tree will become bigger and become unstable as it is on the bank of a stream. – Elmbrook, Clatterbury Lane – **Tree no objection**

- Appeals
 - **6009544** for application UTT/26/0201/HHF - Proposed two bay cartlodge style garage and workshop/garden store - Bulls Green Cottage, Clodmore Hill
- Enforcement

NTR

10. Playing Field report

NTR

11. Village Hall report

Mark updated that the doorframe and window in the door were recently damaged and a repair is scheduled.

Action: Mark to explore the option of having a camera installed outside the village hall to increase security.

12. Highways and road closures

NTR

13. Finance

- Balances

The balance on the 22 June was £10,567.95. Payments since the last meeting include the Clerk's salary, the bank account fee, grass cutting costs, APC cards printing costs and the annual insurance renewal.

- Invoices/Expenses
 - B H Grounds Maintenance - £274
 - ROSPA inspection - £104.40
- 25/26 AGAR

The internal audit has kindly been completed by Dominic Crabb again who has signed off our records as accurate. The Clerk updated that have also been selected for an intermediate review which will take place during July, following the submission of our paperwork.

The Clerk has 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

- Replacement dog poo bin

Prior to the meeting, Sophie sent across an update via email which outlined that UDC now require the Parish Council to purchase the bin directly and they will then empty it. The what3words location needs to be submitted to them prior to purchase to check it's a location that they'll agree to empty.

Action: Beth to research costings for approval at the July meeting – bin cost and installation.

Action: Sophie to get what3words location

- Clanver end trees

It was discussed that the trees are dead and at risk of falling.

Action: Mark to get what3words location and take photo

Action: Beth to check highways interactive map to check if on Highways land and report again.

- Tree outside Dove Cottage

An update was requested regarding the status of the tree outside Dove cottage. It was agreed that further information would be requested from the homeowners impacted to decide the best course of action to move any action forwards.

Action: Alistair to speak to property owners impacted by tree

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