

1 Minutes of the **Annual General Meeting for Manuden Parish Council** held in the Community Centre on **Thursday 17th May 2018** at 9.30 pm

Present: Cllr J Kershaw ( Chairman)  
Cllr J Archer  
Cllr R Dale-Cooke  
Cllr. S. Hannington  
Cllr F Womack  
Cllr E McLean

In Attendance: C Cllr R Gooding, D Cllr J Loughlin, Mr C Bartram(Clerk)  
2 members of the public attended the meeting.

Apologies Cllr. K Hardy

There were no disclosures of interest.

#### **Election of Officers.**

**Chairman: Cllr Kershaw** was nominated by Cllr McLean and seconded by Cllr Womack. She was unanimously elected.

**Vice Chairman: Cllr Archer** was nominated by Cllr Dale-Cooke and seconded by Chairman Kershaw. He was unanimously elected.

#### **Allocation of Councillor Responsibilities**

These were reviewed and, except for minor modifications, councillors agreed to continue with their responsibilities as in the previous year Cllr Hannington agreed to take on the responsibility of liaising with the village Senior citizens..

**Minutes from April 19<sup>th</sup>.** These were agreed and signed.

#### **Matters Arising**

**Foundations Children and Family Service** There was nothing to report on this issue as the owners are still waiting for the Ofsted results.

**School Zig Zag parking** there was much discussion regarding this item with a great deal of concern expressed. It was agreed to compose a letter to be sent to the school and Manuden Mail about those concerns.

**First Aid Course** Arrangements for this to take place are in hand with a date fixed for the 25<sup>th</sup> June.

**Essex Village of the Year competition.** Our entry has been submitted and several councillors agreed to make themselves available to meet the judge on Tuesday 29<sup>th</sup> May

#### **Other Issues**

**School transfer system.** There was again a great deal of concern and discussion over this issue with worries that the criteria being used by several Bishop's Stortford schools making it more difficult for Manuden school children to be accepted there.

**Data Protection and emails** The Chairman, Vice Chairman and Clerk had all attended a seminar on this issue. They were told that it was most unlikely the Council would need to appoint a Data Protection Officer but the problems relating to storing of personal information needs to be considered. Councillors were asked if they wished to have a separate email address for their Councillor use and Cllr Archer agreed to prepare this possibility.

**Village Welcome pack.** It was agreed that this should be set up as an online system with the annual reports from all the clubs and societies being used as a basis for it. Mr Eustace has also offered to help with the updating of it.

**Sub Committee Reports** There was nothing further to report from the sub committees.

#### **Plans. Applications Received**

**Detached garage to front 8 The Street Manuden CM23 1DE**

**Ref. No: UTT/18/1168/HHF** *No comment was made on this application*

**Conversion of stables to dwelling and new cart lodge garage. Stables West Of Clavering Road Manuden CM23 1BQ Ref. No: UTT/18/1169/FUL .**

*It was pointed out that this was beyond the village development area and access to the Poor Land may be impaired*

**Proposed conversion of existing agricultural barn to residential dwelling, including demolition of modern extension**

**Barn At Peyton Hall Clavering Road Manuden Ref. No: UTT/18/1122/LB**

*No comment was made on this application*

**Application to discharge conditions 3(materials) 6 (detailed plans) and 8(plans of boundary treatments) attached to UTT/17/0985/LB dated 13.09.2017 Manuden Hall The Street Ref. No: UTT/18/0958/DOC**

*No comment was made on this application*

**Demolition of existing bungalow and erection of replacement bungalow Appletree Cottage 1A Mailers Lane Ref. No: UTT/18/0847/FUL**

*No comment was made on this application*

### **Applications Decided**

**UTT/18/0728/DOC | Application to discharge condition 3 (historic building survey report) attached to UTT/17/0984/FUL dated 13.09.2017 | Manuden Hall Discharge Conditions in Full**

**Removal of existing boundary hedge and extension of existing flint boundary wall. 62 The Street Manuden CM23 1DS**

**Ref. No: UTT/18/0713/HHF |Status: Approved**

**Finance:** The Clerk provided evidence of the financial transactions for the year and the Council were happy with them. This meant the Chairman was able to sign the following:

**Certificate of Exemption** which will be sent to our external auditor as well as our **Annual Audit Report; Annual Governance and Accounting Statements** which will be published on our webpage.

**Items of Interest.** The Council agreed with the views expressed by a parishioner regarding **the lack of kerbing along The Street** in the vicinity of the village school. This has been reported to ECC and the Council agreed to send a further comment supporting the issue. It seems that **Gigaclear** may soon be introducing their superfast fibre to the village as various letters have been received and road work notices have been published and seen regarding either temporary road closures or traffic light systems.

The Council were happy that Berden parishioners are using the **Air Ambulance** clothing drop off point situated at MVCC and comments were made about the state of the **old Village Hall**.

There being no further business **the meeting closed at 10:55 pm**

Date of the next meeting **Thursday 5<sup>th</sup> July**