

**Minutes of a meeting of Ashdon Parish Council, held on
Monday 20 October 2025, 7.30pm at Ashdon Village Hall.**

Present: Cllrs: Goodwin, Gray, Horrigan, Lewis, Moran, Olley & Pardue.
In the Chair: Cllr Horrigan.
Clerk: Angela Balcombe.
Also present: 11 members of the public.

25/54. APOLOGIES FOR ABSENCE.

There were no apologies.

25/55. MINUTES OF THE LAST MEETING.

The minutes of 15 September 2025 were approved as a correct record of events.

Proposed: Cllr Lewis. Seconded: Cllr Gray. All agreed.

25/56. DECLARATIONS OF INTERESTS.

To receive any Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests relating to items on the agenda.

Please note: all Councillors are Sole Trustees of the Village Hall.

Cllr Moran is a District Councillor for Uttlesford District Council (UDC).

Cllr Olley declared a DPI in item 26/64 as one of the planning applications related to her property.

25/57. MATTERS ARISING.

A brief update on any actions from the previous meeting.

(For information only, Councillors are reminded that no decisions can be made under this agenda item; Longfield Parish Council v Wright (1918) 88 LJ Ch 119).

- **Affordable Housing, All Saints Close** – English Rural are having trouble negotiating regarding the ransom strip (access to the site) with the Rural Housing Trust, until this is sorted out nothing can be advanced. Cllr Moran to see if it can be advanced in any way via UDC.
- **Community Speed Watch** – notices have been placed on the notice boards and Facebook page asking for volunteers. Cllr Lewis to meet with the CSW co-ordinator re training etc.
- **Trim Trail** – update on the trim trail training - Cllr Goodwin gave an update on the arrangements for the first session. The bars need replacing on the parallel bars piece of equipment, the Clerk to contact Playquip. The equipment also needs cleaning prior to the first session.

25/58. COUNTY & DISTRICT COUNCILLOR REPORTS.

Essex County Council (Cllr Foley). Apologies were received from Cllr Foley.

Uttlesford District Council - Cllr Moran gave an update on the options regarding the number of new unitary authorities, a decision should be reached in March 2026. An update on the UDC Local Plan was also given. Cllr Moran had attended the recent Code of Conduct training; advice about declaring interests "if in doubt, declare".

25/59. PUBLIC FORUM.

- Defibrillator Training – a training session to be booked.
- Affordable Housing – a resident referred to land that had been offered previously but wasn't taken up at the time.

25/60. WAR MEMORIAL (Cllr Moran).

- The Remembrance Day Service will be held on 9 November at 11am. A wreath from residents and Ashdon Parish Council will be laid.
- Wreath Policy – it was agreed to follow the advice of the RBL, the Clerk will circulate a policy.

25/61. TREE SURVEY (Cllr Gray).

To consider the tree survey and any maintenance actions needed, short and long term. General hedge cutting work at the Cemetery and Church End playing field (residents had been consulted), was unanimously agreed at a total cost of £1,450.00.

Six trees on the Village Green need urgent work, two ash trees had the option of either being felled to the stump or a crown reduction. As not everyone was in agreement a vote was taken with the majority of four in favour of felling the trees. Quotes for the work to be obtained and permission from UDC where necessary.

Other matters raised:

- Cllr Moran to ask UDC if they could help with the removal of old hedge cuttings that had been left after residents cut the hedges.
- Complaints about the hedge at the allotments – the Clerk to contact the owner.
- Trees need cutting back by the white railings so they can be painted. It was suggested waiting for quotes to see how much the above tree work will cost.

25/62. CHRISTMAS TREE.

It was agreed to follow the same procedure as last year. Cllr Olley to order the tree to be erected on Friday 28 November.

25/63. FINANCE.

Payments made:

103081 £24.00 Ashdon Village Hall (Hire)
103082 £378.00 M D Landscapes Ltd (Grass Cutting)
103083 £564.42 A Balcombe (Salary/PAYE/Expenses/Poppy Wreath)
103084 £1,170.00 Essex County Council (Tree Survey)
103085 £31.50 Clacton Business Services (Payroll)
103086 £11.25 J Gray (Stationery)
103087 £11,737.20 Playquip Leisure (Play Area Repairs)
D/D £67.56 Npower Business Solutions (Streetlighting – September)

A direct debit form was signed to pay the Information Commissioner's Office the yearly data protection fee.

Bank Balances 30 September 2025
Business Current £38,897.42
Business Savings £55,723.90
Business Premium £1,110.10

There was some discussion around paying the invoice for the play equipment repairs. Cllr Moran will have a look at the work and let the Clerk know whether or not it needs to be queried with the contractor.

Cllr Pardue resigned from his duty of checking one of the play areas, Cllr Moran agreed to take over this inspection for now.

25/64. PLANNING.

Cllr Olley left the meeting for this item.

Application No: UTT/25/2586/DOC. Application to discharge condition 3 (materials) attached to UTT/25/1070/HHF.

Location: Chapel Farm, Radwinter Road, Ashdon CB10 2EY. No objections.

Cllr Olley returned to the meeting.

INV/25/0057/C & UTT/25/2099/FUL - Section 73A Retrospective application for the construction of a farm reservoir.

Location: Land to the west of Butlers Lane, Saffron Walden. This application will be decided by UDC Planning Committee. The Council agreed they did not want to see any continuance of lorries damaging the road any further.

25/65. VILLAGE HALL UPDATE.

Cllr Horrigan gave a brief report, finances are in good shape, booking are up and a number of improvements have been made.

25/66. CO-OPTION POLICY.

It was agreed to adopt the circulated Co-option Policy

Proposed: Cllr Gray. Seconded: Cllr Moran. All agreed.

25/67. FIREWORK DISPLAY 2026.

Cllr Lewis outlined the proposed Firework Display for November 2026. It was suggested that village organisations will organise the event with the support of the Parish Council who will make a donation to cover the fireworks.

25/68. BLEED KIT FOR THE VILLAGE (Cllr Goodwin).

It was **unanimously agreed** to purchase a bleed kit with cabinet (cost £425.00) to be sited next to the defibrillator at the Village Hall.

Defibrillator/CPR training to be booked for the end of January costing approx. £150.00.

Proposed: Cllr Moran. Seconded: Cllr Lewis. Unanimously Agreed.

25/69. SPEED INDICATOR DEVICES (Cllrs Moran, Lewis & Pardue).

Agreed the existing pole in Radwinter Road could be used, Cllr Moran is waiting for more quotes for the devices.

25/70. CORRESPONDENCE TO NOTE.

PKF Littlejohn - as well as the objections to the 2024/25 AGAR from a resident, the Auditor is also in receipt of 28 other emails that they must review for any information that could impact the 2024/25 AGAR or their report on it. The Auditor has confirmed that the 28 emails are not from 28 different correspondents.

UALC AGM – Thursday 29 October at Clavering Village Hall.

Community Initiatives Fund – now open, closing date 28 November 2025.

UDC – Liaison Forum draft minutes of 29 September 2025.

Residents email – availability of allotments. The resident has been given details of the Ashdon Allotment Group.

Residents email – re road closures, noted that Highways did a good job of co-ordinating the recent closures.

The Hundred Parishes Society – attendance at a future meeting.

25/71. ITEMS FOR THE NEXT AGENDA.

- Budget

25/72. MEETING DATES 2025.

Meetings are held on the third Monday of the month (except August).
17 November (Budget Meeting), 15 December.

Close of meeting 21:16

Signed (Chairman):

Date: