



# LITTLE DUNMOW PARISH COUNCIL

Minutes of a meeting of Little Dunmow Parish Council held on  
Monday 9 September 2024 at 7.30pm at the Community Meeting Room,  
Brook Street, Little Dunmow.

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*Present:* Cllrs: French, Richardson, Thomas & Westbrook.  
*In the Chair:* Cllr French.  
*Clerk:* Angela Balcombe.  
*Also Present:* There was no one else present.

## 24/38. APOLOGIES FOR ABSENCE.

Apologies were received from Cllrs Clark, Corr and Pratt.

## 24/39. MINUTES OF THE LAST MEETING.

The minutes of 8 July 2024 were approved as a correct record of events.

**Proposed: Cllr Westbrook. Seconded: Cllr Thomas. All agreed.**

## 24/40. PROGRESS CHECK.

No matters raised.

## 24/41. DECLARATION OF INTERESTS.

To receive any Disclosable Pecuniary Interests, Other Pecuniary Interests, or Non-Pecuniary Interests relating to items on the agenda. No interests were declared.

## 24/42. PUBLIC FORUM.

There were no members of the public present.

## 24/43. REPORTS.

**County Council** - apologies were received from Cllr Foley.

**District Council** - apologies were received from Cllr Criscione.

## 24/44. WELCOME FLYER.

A Welcome Flyer (A5) for new residents was discussed. Cllr French to produce a draft to be agreed. The Parish Council agreed to pay for the printing.

## 24/45. PLANNING.

**Application No: UTT/24/2036/LB.** Replace steel up and over garage doors with traditional timber doors and remove and replace cement render external wall finish with new lime render.

**Location:** Kingsbarn House, The Street, Little Dunmow CM6 3HS. No objections.

- UDC Local Plan - the consultation period has been extended to 14 October.
- Troy Homes - complaint re HGVs parking on the kerbs and obstructing the highway.

**Application No: UTT/24/2252/DOC.** Application to discharge condition 13 (ventilation method) 18 (Biodiversity Enhancement Strategy) 19 (LEMP) 27 (PROW) 30 (Archaeological evaluation) 31 (mitigation strategy) 32 (fieldwork) 33 (post-excavation assessment) attached to UTT/21/3596/OP.

**Location:** Moors Fields, Station Road, Little Dunmow. Noted.

**Application No: UTT/24/2252/DOC.** Application to discharge condition 6 (Play Equipment) 8 ((Details of Cycle and Pedestrian Route) attached to UTT/23/1848/PINS.

**Location:** Moors Fields, Station Road, Little Dunmow. Noted.

**24/46. MOORS FIELD DEVELOPMENT.**

Cllr French gave an update on the Community Building. The latest set of drawings were circulated.

**24/47. HEDGE CUTTING AND WEED SPRAYING.**

Regular maintenance work of cutting verges and spraying was agreed.

**24/48. FINANCE.**

101171 £540.12 A Balcombe (Salary/PAYE/Expenses/TBS Hygiene)

101172 £5,000.00 Little Dunmow Community Buildings Trust

101173 £43.20 James Todd & Co Ltd (Payroll)

D/D £59.34 npower Business Solutions (Streetlighting)

D/D £45.84 A & J Lighting Solutions (Maintenance)

101174 £580.71 A Balcombe (Salary/PAYE/Expenses/TBS Hygiene)

101175 £80.40 RCCE (Community Building Membership)

101176 £36.00 CPRE (Annual Membership)

101177 £43.20 James Todd & Co Ltd (Payroll)

101178 £252.00 PKF Littlejohn (Audit Fee 2023/24)

D/D £60.08 npower Business Solutions (Streetlighting)

D/D £45.84 A & J Lighting Solutions (Maintenance)

**24/49. CONCLUSION OF AUDIT 2023/24.**

The External Audit 2023/24 has now been completed and is in accordance with Proper Practices and no other matters have come to the Auditors attention giving cause for concern that relevant legislation and regulatory requirements have not been met. The Notice of Conclusion of Audit has been published.

**24/50. UPDATE ON ROAD CLOSURES.**

The various road closures and temporary bus routes were discussed.

**24/51. FOOTPATHS.**

To discuss 'lost' footpaths. A large number of footpaths get forgotten but can be reclaimed. Cllr Richardson asked if there is there an opportunity to rediscover any footpaths that may be lost around Little Dunmow? Cllr Richardson to look into this.

**24/52. CORRESPONDENCE TO NOTE.**

None.

**24/53. INFORMATION EXCHANGE / NEXT AGENDA ITEMS ONLY.**

- Investigate the future of the track beside Troy Homes site - next agenda.
- Neighbourhood Plan - next agenda.

**24/54. MEETING DATES 2024.**

14 October, 11 November (Budget Meeting), 9 December.

***THE MEETING CLOSED AT 20.23 PM.***

**SIGNED (CHAIRMAN):**

**DATE:**