

Action taken under delegated powers (i.e. at Clerk's initiative)		Details (bold indicates new developments since last report)	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update (bold = new)	Date closed or ratified
	Sep-23	Possible breach of permitted development rules	details sent to Enforcement team at Uttlesford District Council	12 September 2023	
	Sep-23	MAG consultation on noise	SAW's response circulated. To consider endorsing.		Agenda 14 Sept 23
	Aug-23	Unlawful airport parking development in Brick End	Reporting to Enforcement. Keeping all parties up to date.	11 September 2023	
	Aug-23	Application for discharge of conditions 23/1914/DOC re 19/1777/FUL land south of Brick End	Queried with Planning dept at UDC. They confirmed that application was to discharge pre-commencement conditions. Environmental Health and Ecology advisers both object.	12 September 2023	
	Aug-23	Attended/spoke at planning committee on development on land east of Goodacres/opp Old Vic	Application approved by a majority - in outline (access and principle of development approved). Developer says they intend to contact PC/consult residents.	30 August 2023	
	Jul-23	Saltbag scheme	Joined salt bag partnership at ECC but no salt needed	20 July 2023	20 July 2023
	Jul-23	Planning application outside parish boundary	Liaising with Henham PC and UDC re response. Response submitted. Has been called in to Planning Committee.	14 August 2023	
	Jul-23	Area outside Walnut Tree Cottage (Highways land) needing more frequent cutting.	Adding area outside Walnut Tree Cottage to grass-cutting contractor's responsibility and agreeing price for first cut and subsequent.	01 August 2023	on agenda 14 Sept 23 to confirm

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	<b>Jul-23</b>	<b>Blocked pipework at Village Hall</b>	<b>Agreeing visit from drainage engineers to clear. Pipe dug out, cleared and patched by volunteers.</b>		<b>14 August 2023</b>
	<b>Jul-23</b>	<b>Consider condition of noticeboards</b>	<b>To add to agenda after inspection</b>		
	<b>Jul - Sept 23</b>	<b>Inspect all physical assets</b>	<b>Annual check in progress. To be reported when complete.</b>		
	<b>Jul-23</b>	<b>Alter location record for Dick Knowles bench</b>	Alter asset register.		
	<b>May-23</b>	Planning breaches/dogs running loose in Church End	longstanding problem, also noted on planning tracker. EHO/UDC aware, police informed. EHO now inspecting with landowner. Landowner is contacting neighbours.	01 June 2023	
	<b>May-23</b>	Considering new policy in relation to contact from property developers	Finding model policies and extracting paragraph. Forwarding and sending to developer who approached PC in April.	24 May 2023	
	<b>Apr-23</b>	Annual governance and accounting report needed by 30 June	AGAR completed, approved, submitted to external auditor and published. Public access to 10 August 2023. <b>No one requested access.</b>	10 August 2023	<b>Public access ended 10 August 2023</b>

Meeting date	Most recent and oldest Minute ref	Action taken/outcome (updates on earlier items shown in bold)	Date of most recent update	Date closed
13/07/2023	23/07-3	To request urgent enforcement of planning consents	Unlawful airport parking business operating at The Warehouse, Pledgdon Gn is causing serious disruption. Wrote to UDC 21 July 23 to request urgent enforcement action. UDC say action will be taken but cannot be concluded within summer period.	11 September 2023
13/07/2023	23/07-7.2	Obtain quotes for tree work on Cherry Green	To try to obtain 3 quotes and circulate - 2 quotes received.	11 September 2023
13/07/2023	23/07-7.3	To investigate conservation area	To make enquiries/research	04 September 2023
13/07/2023	23/07-7.4	New position for bench	Consulted hall managers re Dick Knowles memorial bench - preference is to place it in the grassed area behind the hall gate temporarily and find new position on a public footpath as soon as possible.	17 July 2023
11/05/2023	23/05-6.1	Ask district council re untidy site	Landowner advised clerk of district council Environmental Health Officer site visit 2 June - outcome not yet known. <b>Planning app to develop now approved.</b>	30 August 2023
11/05/2023	23/05-8	Invite PCSO to a PC meeting	Not yet reached due to lack of time	11 May 2023
11/05/2023	23/05-10.3	To invite landowner to PC meeting	<b>Text sent 11 July 23, voicemail received, voicemail left, to keep phoning.</b>	01 August 2023
11/05/2023	23/05-10.4	To research alternatives to Neighbourhood Plan	<b>Cllrs reported to 13 July meeting</b>	<b>13 July 2023</b> Agenda 14 Sept 23

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13/04/2023	23/04-7.3	New banking arrangements	Clerk to apply for account with Unity Trust Bank. Application made and accepted by bank, signatures to be uploaded when ready.	08 September 2023	
13/04/2023	23/04-7.4, 23/01-6.6	Obtain legal advice re common land responsibilities generally	Further docs sent to Essex legal Services as requested. Advice now suggests the parish council may have automatically become the owner when the common land was registered. Awaiting final advice.	31 August 2023	
10-Nov-22	22/11-7.3	Amend clerk's contract	To amend contract with new holiday entitlement	15 November 2022	
10 Nov 22, 11/11/2021	22/11-6.3, 21/11-8.5	Propose a Local Highways Scheme and request approval by county councillor. Scheme was submitted 5 Dec 21 to Cllr Foley.	Local Highways Panel for Uttlesford approved and submitted the scheme to engineers in November 2022. They need to confirm it is feasible. Highways officer is chasing. If confirmed as feasible it will go to the next stage.	13 April 2023	
20/10/2022, 13/04/23	21/2-10, 23/04-04	Condition of footpaths and roads	Multiple missing markers for paths. Concerns re ploughing of footpaths near Bexham Barns and off Browns End Road. To monitor and continue to report.	15 April 2023	
20-Oct-22	22/10-7.6	Repairs and maintenance of council's physical assets following annual inspection	Paintwork on other shelter to be renovated by councillor. <b>Noticeboards - condition to be reviewed as part of asset check.</b>	22 February 2023	
20-Oct-22	22/10-8.3, 23/07-7.2	Tree management on Cherry Green common land	Non-urgent work has been recommended. See 13 July 2023, 23/07-7.2, above.	13 July 2023	decided 13 July 23

Meeting date (most recent)	Oldest and most recent minute ref	Action taken/outcome (updates on earlier items shown in bold)		Date of most recent update	Date closed
20-Oct-22	22/07-6.5 and Village Hall minutes April 2023	Completing first registration of hall with council as owners	Waiting for draft statutory declaration from Wellers Hedleys. If title absolute is not granted by Land Registry, council should be registered with possessory title. <b>Chased. Applications for first registration currently taking up to two years to complete due to Land Registry delays.</b>	08 September 2023	
12-May-22	22/05-8.6	Seek grant funds to replace grit bin	Cllr Foley requested quotes. Sent to him 3 July 2022 - for 2 grit bins and storage shed. Chased. For winter 2023-24.	15 December 2022	
10-Mar-22	22/03-7.3	Risk assessment shows that revised documents are needed in a number of areas, as specified in the assessment.	Clerk to prepare contingency plan for business continuity in her absence; clerk to update emergency plan as addresses etc have changed. <b>Amend assessment to say council is responsible for insuring.</b>	22 May 2023 (audit)	
11-Jan-22	22/01-5.1	Report broken footbridge next to "Happy Days" in Chapel End to Highways	Reported under reference 2760654. FP 45. update 11 April 23 - scheduling work.	08 May 2023	
06-May-21	21/5-9.1	Report damage to road sign	Reported to Essex Highways - ref 2718888, photos sent. Also ref 2717622. Both now closed on website but not fixed. New ref 3330627 "sign damaged" - "repair will be undertaken with non-specified timescale" according to Highways website. No change.	18 May 2023	