

Widdington Parish Council

Minutes of a Parish Council Annual Meeting held on Thursday 1st May 2025 at 7.00pm

Present Cllr. Ian Southcott, Cllr. Steve Smith, Cllr. Lynn Smith, Cllr Albert Edwards, Cllr. Maggs Webb

In Attendance 12 members of the public and Katrina Levy, Clerk to the Council.

05.25.01 ELECTION OF CHAIR

Cllr Southcott was nominated as Chair.

Proposed: Cllr. L. Smith

Seconded; Cllr. A. Edwards

There were no other nominations.

Cllr. Southcott was unanimously elected Chair and resolved to sign the Declaration of Acceptance of Office of Chair which was countersigned by the Clerk as Proper Officer of the Council.

05.25.02 ELECTION OF VICE-CHAIR

Cllr. Firmin was nominated as Vice-Chair.

Proposed; Cllr Southcott

Seconded; Cllr. L. Smith

There were no other nominations.

Cllr. Firmin was unanimously elected Vice-Chair and prior to next attended meeting will resolve to sign the Declaration of Acceptance of Office of Vice-Chair.

4 members of the public joined the meeting.

05.25.03 CHAIR`S WELCOME

Chair Southcott welcomed those present to the meeting.

05.25.04 APOLOGIES FOR ABSENCE

Apologies for absence were received and noted from Cllr Chris Firmin.

05.25.05 DECLARATIONS OF INTEREST.

05.25.12.4 – Cllrs. Smith.

05.25.06 PUBLIC PARTICIPATION – None

05.25.07 COUNTY COUNCILLOR`S REPORT - None

05.25.08 DISTRICT COUNCILLOR`S REPORT - None

05.25.09 MINUTES OF LAST MEETING

The minutes of the April Parish Council Meeting were approved by Councillors as an accurate representation and Chair Southcott signed the minutes.

05.25.10 CLERK`S REPORT

The Clerk reported;

1. End of year finances started and circulated to councillors.
2. Internal Audit completed.
3. AGAR forms started as part of audit process.
4. Organised Annual Parish Meeting.
5. Updated Assets register.
6. Updated Standing Orders.
7. Reviewed Financial Regulations.
8. Archived historic payroll records
9. Set up new payroll provider
10. Freedom of the Parish Certificate & framing
11. Objection for planning application UTT/25/0580/FUL

05.25.11 PLANNING

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05.25.11.1 To consider making representation to the [Uttlesford District Council](#) in response to planning application matters arising since April Parish Council Meeting.

05.25.11.1i. UTT/25/0981/TPO - Saffrons High Street Widdington Essex CB11 3SB - Crown thinning of 25% of 1no. Sycamore Tree – [No comment](#)

05.25.11.1ii. UTT/25/1016/TPO – Spring Lodge High Street Widdington Essex CB11 3SB - x2 sycamore trees to reduce by 30% and reshape. Tree – [No comment](#).

05.25.11.1iii. UTT/25/1162/DEM - Thistley Cottage Cornells Lane Widdington Essex CB11 3ST - Prior Notification of proposed demolition of dilapidated masonry outbuilding previously used for storage remodelling – [No comments](#).

05.25.11.2 To note [Uttlesford District Council](#) planning decisions, decided since April Parish Council meeting.

05.25.11.2i. UTT/25/0730/HHF- The Chase Church Lane Widdington Essex CB11 3SF - Changes to fenestration and internal changes – [Approved with conditions](#).

05.25.12 FINANCE

05.25.12.1 Invoices; The clerk presented a statement of accounts and reconciliation to cash books which were agreed and approved for signature.

Clerk Salary + Expenses	£776.80
EALC affiliation fee	£221.96
SR events	£106.00
Catering for VE day event	£800
Cllr Smiths Re-imburement Event	£23.45
Playground Strimming & cutting – one off	£85.00

They were [approved for payment](#).

05.25.12.2 Read through and approved the Section 1 Annual Governance Statement of the Annual Governance and Accountability Return 2024/25.

05.25.12.3 Approved the annual accounts, signed the Section 2 Accounting Statements 2024/25.

Cllrs. Smith left the meeting.

05.25.12.4 Quotes considered for Playground cuts and strimming -Cllr. Southcott proposed going with TT Harding quote due to being lowest cost, seconded by Cllr. Edwards and resolved by Council.

Cllrs. Smith rejoined the meeting.

05.25.13 VE DAY UPDATE – Cllr. S. Smith, there will be Prosecco toast, decorations. Have enough volunteers for the setting and clearing up.

05.25.14 APPROVE REVIEW OF FINANCIAL REGULATIONS – Approved.

05.25.15 APPROVE UPDATING OF STANDING ORDERS – Approved

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05.25.16 OTHER BUSINESS – Survey results for June agenda. Family in the village have offered to support the raising funds for the playground during their annual Bluebell walk with contributions towards tea and cakes being donated to the new playground (Bluebell walk is on Monday 5th May).

05.25.17 DATE OF NEXT MEETING

The next meeting of the Parish Council will be at **7:30pm** on **Thursday 5th June 2025**, in the Village Hall.

Meeting closed at: 19:35