

# Radwinter Parish Council

LUKE BROWN  
Clerk & RFO  
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Saffron Walden, CB10 2SN  
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Minutes of **Radwinter Parish Council meeting** held on Monday 15<sup>th</sup> May 2023, at Radwinter Village Hall.

Present: Cllr Richardson, Cllr Davidson, Cllr Duck, Cllr Gerhard, Cllr Halls, Cllr Rains, Cllr Boyden  
[23/44]

Luke Brown (Clerk)

0 member(s) of the public

## Minutes

### **23/22 Nominate and Elect the Chairman for Period 2023 – 2024**

Cllr Richardson nominated and duly appointed as Chairman for the period 2023/24.

#### **22/22.1 Sign the Declaration of Acceptance of Office**

Cllr Richardson signed the declaration of acceptance of office, which was witnessed by the Clerk.

### **23/23 Nominate and Elect the Vice Chairman for Period 2023 - 2024**

Cllr Duck nominated and duly appointed as Vice Chairman for the period 2023/24.

#### **22/23.1 Sign the Declaration of Acceptance of Office**

Cllr Duck signed the declaration of acceptance of office, which was witnessed by the Clerk.

### **23/24 Cllr Co-option**

Rob Rains put themselves forward for co-option. The council approved and Cllr Rains was co-opted onto the council.

### **23/25 Remaining Cllrs to Sign Declaration of Acceptance of Office**

All Cllrs signed their declaration of acceptance of office, which was witnessed by the Clerk.

### **23/26 Expenses and Register of Interests Forms**

Cllrs were reminded to complete their expenses and register of interests forms and hand them into UDC.

23/27 **Confirm the Member's Representation Responsibilities**

Not required.

23/28 **Apologies for Absence**

None.

23/29 **Public Forum**

None present.

23/30 **Members' Declarations of interest**

None for this agenda.

23/31 **Minutes**

**Resolution:** Approve the minutes of the Council meeting held on 24<sup>th</sup> April 2023 as a true record.

**Proposed:** Cllr Halls

**Seconded:** Cllr Richardson – unanimously agreed

23/32 **District & County Councillors Reports** (Appendix A)

The Council noted that they had a new District Cllr and thanked the previous District Cllr George Smith, who did a fantastic job, and his work was much appreciated.

23/33 **Clerks Report** (Appendix B)

Clerk noted that the insurance is due for renewal in early July and training is available. – Clerk to circulate training calendar.

23/34 **Action Tracker** (Appendix C)

No comments.

23/35 **Finance**

**Resolution:** Agree payments for this month.

**Proposed:** Cllr Richardson **Seconded:** Cllr Davidson

Cllr Richardson appointed as authoriser.

23/35.1 **Budget**

No comments.

23/35.2 **Grants**

The Church clock is need of repairs. – Clerk to investigate whether the Council can give money towards the Church clock.

23/36 **New Planning Applications**

None.

23/37 **100 Parishes Grant**

The Council intend to submit an application but would also like to know why the previous application failed.

23/38 **Recreation Ground & Pavilion**

The Council would like to see the Recreation Grounds finances. The historical enactment group have cancelled.

23/39 **Village Hall**

Village Hall committee are expecting a meeting soon.

Clerk to send a letter of thanks to the Village Hall for use of the hall during the coronation event.

23/40 **Highways and Footpaths**

It has been noted that some horse riders are using public footpaths and not being respectful to other users.

Potholes that have recently been repaired are starting to appear again along Maple Lane and Radwinter Rd.

Cold Tar/Asphalt – Clerk to contact Cllr Foley to find out about this scheme.

23/40.1 **Footpath 85**

No update.

23/41 **Stocking Green update**

Trees that are going to be planted are still in pots.

23/42 **Land at the Rear of Gillon Way**

No update.

23/43 **Neighbourhood Plan Update**

Meeting postponed, continuing to progress.

23/44 **Matters to be Raised by Members for the Next Agenda**

[Cllr Boyden 8:21 PM]

Insurance, Training, Dog attacks.

23/45 **Date of the Next Meeting**

31<sup>st</sup> of July 2022.

August (TBC), September 25<sup>th</sup>, October 30<sup>th</sup>, November 27<sup>th</sup>, December (TBC), January 29<sup>th</sup>, February 26<sup>th</sup>, March 25<sup>th</sup>.

23/46 **Meeting Close** @ 8:27 PM

Signed.....

Dated.....

Clerk to the Council: Luke Brown  
72 St. Edmunds Fields, Great Dunmow,  
Essex, CM6 2AN  
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## APPENDIX A

Following the election on the 4th of May, most of the Councillors activities have involved initiation and training activities. Committees and sub committees are being appointed.

I remain on the Local Plan Leadership Group, and the Licensing Committee. I have also been asked to lead on “health”. This is not a cabinet position, and most of a District Council’s involvement with health is indirect. However, as I sit on the Health and Wellbeing Board which has already met last week, I was able to stress the significant problems that rural communities, such as ours face with lack of access to health (and other) services, and the real risk of rural isolation.

DCllr Mike Tayler

## APPENDIX B

### Clerk’s Report

#### Correspondence

The Council’s insurance policy is due for renewal early July.

#### Other Business

The Clerk would like to remind all Cllrs that training is available on request from EALC, SLCC and other organisations.

## APPENDIX C

### Action tracker

Council Meeting	Reference	Details	Status
Feb ‘22	22/185	Footpath 85 indefinitely closed due to legal dispute.	Ongoing
Nov ‘22	22/126	Obtain quote for printing a footpath map – requires images	Awaiting Photos (ongoing)
Mar ‘23	22/207	Investigate changing a Direct debit to a standing order	Clerk to action
Mar ‘23	22/213	Draw up a priority list to forward to CCllr Foley	Clerk to action
Apr ‘23	23/05	Contact Essex Highways for Rad to be added to speed monitoring list	Clerk to action
		<b>PLANNING RESULTS</b>	
None			

**APPENDIX D**  
**May Payments**

Date	Supplier	Description	Invoice	FPO/DD	Min Ref	Rec	Credit	Debit	VAT	Net
<b>Opening Balance</b>							<b>40,375.64</b>			
	Employee	Salary - May	N/A	BACS				325.78		325.78
	Employee	Expenses - May	N/A	BACS				20.80		20.80
	HMRC	Tax	N/A	BACS				5.20		5.20
	A&J Lighting	Lighting	37260	DD				48.38	8.06	40.32
	Waffle+Co Ltd	Waffle Truck Hire	INV-0161	BACS				620.50	103.42	517.08
	Rob	Coronation Drinks	4052023	BACS				334.19		334.19
	Luke Brown	Alcohol Licence	DSFX1682697051071	BACS				21.00		21.00
	Luke Brown	Bunting	GB32GZWBIAEUI	BACS				33.51		33.51
	Outdoor Jack	Grass Cutting	1243	BACS				154.00		154.00
	BT Group	Telephone & Internet	M098-C9	DD				40.46	6.74	33.72
	SSE	Electricity	51	DD				127.85	6.08	121.77
<b>Totals</b>							<b>40,375.64</b>	<b>1,731.67</b>	<b>124.30</b>	<b>1,607.37</b>
							<b>38,643.97</b>			