

# SEWARDS END PARISH COUNCIL

*Parish Clerk – Tracy Coston*

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## Minutes of the Parish Council Meeting of Swards End Parish Council

held on Tuesday 2<sup>nd</sup> September, 2025 at 7.30 pm

in St. James Church Hall, Swards End

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**In the Chair:** Cllr. Ridler

**Present:** Cllrs, Powell, Stokley, Hutchinson, Mack, Briggs

**Also present:**

**Clerk:** Tracy Coston

**Public:** 1

**88/25 APOLOGIES FOR ABSENCE:** Adrian Knowles, Martin Foley

**89/25 PUBLIC QUESTION TIME (15 minutes):** None

**90/25 DECLARATIONS OF INTEREST**

To receive any pecuniary interests relating to items on the agenda: None

**91/25 PLANNING**

**a) Applications for discussion:**

**UTT/25/2082/HHF 35 Radwinter Road, Swards End**

PROPOSAL: Demolition of existing garage, outbuildings and single storey rear extension. Proposed roof extension with 2 no. front dormers and two storey rear extension, with new front entrance porch, changes to fenestration and internal remodelling.

PC Decision: No objections subject to neighbours comments.

**UTT/25/2058/FUL Barn at Will's Ayley, Wills Ayley Lane**

PROPOSAL: Conversion of barn to three self-contained dwellings, with associated part demolition, internal alterations, landscaping, garden enclosures, car parking and vehicle parking and manoeuvring areas.

PC Decision: No objections subject to neighbours comments.

**b) Decisions:**

**UTT/25/1682/HHF 69 Walden Road, Swards End**

UDC refused the proposed removal of existing roof, addition of second storey to part of bungalow and replacement of existing pitched roofs of previous extensions with a flat roof.

**UTT/25/1658/HHF 15 The Dreys, Swards End**

UDC approved the single storey front porch

**92/25 MINUTES OF THE LAST MEETING**

To approve as a correct record the Parish Council meeting held on

8<sup>th</sup> July, 2025: The previously circulated minutes were approved and signed by the Chair.

**93/25 MATTERS ARISING FROM THE MINUTES:**

- a) Process flowchart:** To be discussed at the next meeting.
- b) By-Way Cole End Lane:** The Clerk will email ECC PROW and thank them for carrying out the work to the by-way. The path will be advertised on Googlegroup.
- c) Frogs Green by-way:** The Clerk will send a follow up email to ECC PROW to remind them that the ruts need filling in on the corners before the winter.

**94/25 HIGHWAYS ISSUES**

- a) Footpath down Pounce Hill:** The PC hasn't received any further information from ECC Highways. There will have to be two bus stops at the proposed new development of 233 houses. The planning amendment only shows a bus stop on the development side of the road. Clerk to circulate the S106 for the planning determination.
- b) Moving the 30mph down Pounce Hill:** Clerk to ask Sarah Tomlin if the moving of the 30mph has been approved by Highways and the process if it hasn't been approved.
- c) Update on Local Highways Panel:** No update available.

**95/25 RESPONSES TO LOCAL RESIDENT'S CONSULTATION:**

- a) Traffic calming / purchase of VAS signs:** The PC approved the purchase of two VAS signs to replace the existing two signs which have stopped working. The approved cost will be £ 5,000.00 + VAT.
- b) Applying for VAS licence:** Adrian Knowles and Chris Stokley to agree the location of a new VAS signs and the Clerk will apply for a licence from ECC when the location is agreed.

**96/25 VILLAGE GREEN**

- a) Fence around the play area:** The fence needs replacing as the posts have failed and need replacing with concrete posts. The Clerk was asked to speak to the Playground Inspection Company concerning the legalities about removing the fence so that the play area was open to the whole village green. The idea of a chain linked fence was discussed.  
The PC were concerned about the risk of removing the fence.
- b) Cricket Net:** The person who offered to mend the cricket net hasn't replied to the PC.
- c) Condition of Community Orchard trees:** Kelvin to remove the dead trees and reassess the condition of the trees.

**97/25 CORRESPONDENCE:**

- a) Email from Mr Pike:** The PC agreed a response to Mr Pike. The Annual Parish Meeting took place on 06/05/25 and the minutes are approved at the Annual Parish Meeting in 2026.  
The increase in Clerk's salary was due to the increase set by the National Joint Council (NJC) pay scales.

**98/25 EX-AGENDA**

- **District Councillors Report:** None
- **County Councillors Report:** None

**99/25 FINANCE:**

|                 |                                                |          |                 |
|-----------------|------------------------------------------------|----------|-----------------|
| <b>RECEIPTS</b> |                                                |          |                 |
|                 | HMRC – VAT reclaim                             | £        | 5,990.82        |
|                 | <b>Total Receipts</b>                          | <b>£</b> | <b>5,990.82</b> |
| <b>PAYMENTS</b> |                                                |          |                 |
| D/P             | Tracy Coston (August wages)                    | £        | 293.62          |
| D/P             | Monthly bank charges                           | £        | 4.25            |
| D/P             | Fasthosts (Yearly hosting and email addresses) | £        | 246.60          |
| D/P             | Chris Brooks (Grasscutting)                    | £        | 50.00           |
| D/P             | HMRC (Tax)                                     | £        | 273.93          |
| D/P             | Microsoft 365 (subscription)                   | £        | 46.08           |
| D/P             | Tracy Coston (September wages)                 | £        | 344.32          |
| D/P             | Monthly bank charges                           | £        | 4.25            |
|                 | <b><u>Total</u></b>                            | <b>£</b> | <b>1,263.05</b> |

**100/25 DATE OF NEXT MEETING**

**The date of the next Parish Council meeting is 14<sup>th</sup> October 2025 at 7.30pm at St James Church, Swards End.**

The meeting finished at 8.40 pm.

Signed

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Date

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