

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 4th November, 2025 at 7.30 pm in St. James Church Hall, Swards End

In the Chair: Cllr. Knowles

Present: Cllrs, Mack, Hutchinson, Chitson, Powell, Stokely

Also present: None

Clerk: Tracy Coston

Public: 0

115/25 APOLOGIES FOR ABSENCE: Cllr Ridler and Cllr Martin Foley

116/25 PUBLIC QUESTION TIME (15 minutes): None

117/25 DECLARATIONS OF INTEREST

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

118/25 PLANNING

a) Applications for discussion:

UTT/25/2908/HHF 24 The Dreys Swards End

Single storey front extension

PC Decision: The PC object on the basis on the size of the extension to the size of the property and the impact on the neighbouring house.

UTT/25/2689/LB Tiptoft Farm Cole End Lane:

Installation of air source heat pump and timber enclosure, enlargement of approved window and installation of new window, and insertion of additional rooflight (amendments to scheme approved under listed building consent UTT/24/2654/LB for conversion of studio and barn to 2 no. dwellings)

PC Decision: No objections

b) Decisions: None

c) Appeal

2 Cole End Lane Swards End

Description of development: Proposed erection of 1 no. 3 bedroom detached dwelling with associated amenity and parking

Application reference: UTT/24/2607/FUL

Appeal reference: APP/C1570/W/25/3374241

Appeal comments:

PC Decision: The PC remains concerned about yet more infill in the village, especially in Cole End Lane. The size of the house is not in keeping with other properties in the lane. The junction of Cole End Lane and Walden Road is already a dangerous junction, and it is a worry about the parking bay with No 4, which is just before the junction.

119/25 MINUTES OF THE LAST MEETING

To approve as a correct record the Parish Council meeting held on 14th October, 2025. The previously circulated minutes were approved and signed by the Chair.

120/25 MATTERS ARISING FROM THE MINUTES:

a) Frogs Green By-Way: The PC have thanked Ben Wells for filling in the potholes in the by-way at Frogs Green.

121/25 HIGHWAYS ISSUES

a) Footpath down Pounce Hill: The PC have spoken to a local landowner about improving the footpath down to Tesco's.

Cllr Mack and Cllr Hutchinson to investigate the legalities of implementing the path.

The PC will discuss the details at the next meeting.

The Clerk will speak to Hadstock PC about their Len's path project.

b) Moving the 30mph down Pounce Hill: The Clerk to find out are the members of the Local Highways Panel at UDC.

The PC are exasperated as the inefficiency of ECC/UDC as it had been agreed by ECC to move the 30 mph signs on Pounce Hill, but ECC do not have a record of the funding being approved for the project.

c) Additional VAS signs: The PC discussed purchasing another sign to install on the same post as the existing VAS. Clerk to ask Elan City if it is possible to run two signs from one solar panel.

122/25 VILLAGE GREEN

a) Fence at the play area: The play area fence has been mended and additional palings were approved at an additional cost £ 105.56.

b) Cricket Net refurbishment: Cllr Chitson has taken the cricket net skirt off and reattached the net with cable ties. The PC thanked Cllr Chitson.

c) Community Orchard trees: Kelvin Newman will remove the dead trees at the community orchard. A quote will be organised to replace the trees.

d) ECC Community Initiative Grant: The PC will apply for the ECC Community Initiative grant for to fund half the cost of the perimeter fence at the Village Green due to the posts being rotten and in need of replacement. Three quotes have been received from fencing contractors.

123/25 CORRESPONDENCE:

a) Emails from Mr Pike: The PC drafted an email to be sent in response.

124/25 EX-AGENDA

➤ **District Councillors Report:** Not present.

➤ **County Councillors Report:** Report sent.

125/25 FINANCE:

PAYMENTS

D/P	Tracy Coston (November wages)	£	293.42
D/P	Monthly bank charges	£	4.25
D/P	Dropbox (Computer back up)	£	30.81
D/P	PKF Littlejohn (External audit)	£	300.00
D/P	HMRC (Tax)	£	277.30
D/P	Greenscroft Fencing (Play area fencing)	£	770.38
D/P	Elan City (2 x VAS's)	£	6,000.00
D/P	St James' Church	£	385.00

Total

£ 8,061.16

b) Budget discussion: The PC discussed the budget and forward financial planning.

126/25 DATE OF NEXT MEETING

The date of the next Parish Council meeting is 2nd December 2025 at 7.30pm at St James Church, Swards End.

The meeting finished at 9 pm.

Signed

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Date

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