

# 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 3<sup>rd</sup> March, 2026 at 7.30 pm in St. James Church Hall, Swards End

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**In the Chair:** Cllr. Stokley

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

**Also present:**

**Clerk:** Tracy Coston

**Public:** 2

**28/26 APOLOGIES FOR ABSENCE:** Ridler, Knowles, Moran and Foley.

**29/26 PUBLIC QUESTION TIME (15 minutes):**

UTT/26/0254/HHF LOCATION: 69 Walden Road Swards End

Neighbours attended the meeting and expressed their concerns as the new plans do not address their concerns.

There is an error on the plans concerning the roof height and this has been reported to the planning department.

The balcony will overlook the patio and there isn't any obscured glass.

**30/26 DECLARATIONS OF INTEREST**

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

**31/26 FINANCE:**

**a) PAYMENTS**

D/P	Tracy Coston (March wages)	£	293.42
D/P	Monthly bank charges	£	4.25
D/P	Defib store (Defibrillator pads)	£	101.94
D/P	Swards End Village Hall (Defibrillator pads/battery)	£	333.60
D/P	Tracy Coston (Expenses)	£	238.94
D/P	St. James Church	£	139.70
	<b><u>Total</u></b>	<b>£</b>	<b>1,111.85</b>

**b) Assertion 10 training course information:** The Clerk stressed that all PC emails must be sent from the dedicated Councillor email addresses. The IT Policy will be shared and approved at the next meeting.

**c) Budget discussed:** The Clerk circulated the updated budget and associated bank reconciliations.

**32/26 MINUTES OF THE LAST MEETING**

To approve as a correct record the Parish Council meeting held on 3<sup>rd</sup> February 2026. The previously circulated minutes were approved and signed by the Chair.

**33/26 MATTERS ARISING FROM THE MINUTES:**

**a) Withdrawn of bus service/ECC consultation:** The PC have received an update from Judith Thompson and Martin Foley. Martin Foley presented the bus petition at

the ECC full council meeting but a response hasn't been received from ECC.

**34/26 FOOTPATH DOWN POUNCE HILL:**

**a) No update available.** Adrian Knowles to report back about costings and his meeting with the landowner at the next PC meeting.

**35/26 PLANNING:**

**a) Applications for discussion:**

**UTT/26/0254/HHF LOCATION: 69 Walden Road Swards End**

**PROPOSAL: Remove main roof and add first floor storey. Extend ground floor extensions and replace pitched with flat roof. Windows/doors to be replaced/upgraded, chimney truncated and porch roof replaced by a door canopy**

**PC Decision:**

The PC would like to oppose the plans because of the overbearing impact and detrimental effect on the neighbouring properties.

The height of the roof will have a detrimental effect on the neighbouring properties.

Planning policy typically supports development that respects the character of the local area and protects the neighbouring properties from overlooking.

This proposal fails on both these points.

The plans show the roofline on the north and south elevations which is not consistent with the roof line on the east elevation. This needs to be addressed by the Planning Officer asap.

The PC agrees with the comments from the neighbours.

**UTT/25/1568/DFO**

**LOCATION: Land South Of (East Of Griffin Place) Radwinter Road Swards End and Saffron Walden**

**PROPOSAL:** Details following outline application UTT/21/2509/OP - details of appearance, landscaping, layout and scale for 233 dwellings with associated works

**PC Decision:** The areas of open space have changed and there are concerns that the area has been reduced.

The road floods and with more development this will get worse. Swards End PC would like to be reassured that this is well managed. Hedgerows on the roadside must be retained.

Whilst not included within the S106 agreement, a footpath into Swards End and the town centre would add to the sustainability of the site, demonstrating encouragement of sustainable transport measure.

**b) Decisions:** None

**36/26 HIGHWAYS ISSUES**

**a) Moving the 30mph signs down Pounce Hill:** A response has been received from Cllr Foley but no one else from the LHP have replied to the PC. Clerk to check if Adrian Knowles contacted Sarah Tomlin.

**37/26 VILLAGE GREEN**

**a) Community Orchard trees:** Kelvin Newman to remove the dead trees.

**b) ECC Community Initiative Grant outcome:** The PC has been awarded the grant for £2,387.50 for the fence at the Village Green. Kelvin Newman hopes to start replacing the fence asap.

**c) Waterlogged entrance way:** The stones will be raked by Mike Chitson now that the weather has dried up.

**d) Village Green Contract:** The contract was approved by the PC and will be signed by the Chair and Kelvin Newman.

**38/26 CORRESPONDENCE:** None

**39/26 EX-AGENDA**

- **District Councillors Report:** Report sent
- **County Councillors Report:** No report sent

**40/26 DATE OF NEXT MEETING**

**The date of the next Parish Council meeting is 7<sup>th</sup> April, 2026 at 7.30pm at St James Church, Swards End.**

The meeting finished at 8.38 pm.

Signed

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Date

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