

SEWARDS END PARISH COUNCIL

Parish Clerk – Tracy Coston

33, Rivey Way, Linton, Cambridge, CB21 4LH

Tel: 01223 894462 E-mail: Tracy@Coston.me.uk

Minutes of the Annual Parish Meeting of Swards End Parish Council

held on Tuesday 5th May, 2026 at 7.30 p.m.

at the St James Church Hall, Swards End

In the Chair: Cllr. Knowles

Present: Cllrs, Mack, Chitson, Ridler, Hutchinson

Also present: Cllr Moran

Clerk: Tracy Coston

Public: 0

- 1. Apologies for absence:** Chris Stokley, Sue Powell and Martin Foley
- 2. Approve the minutes from 6th May, 2025:** The PC approved the previously circulated minutes from the meeting on 6th May, 2025.
- 3. Annual Report by Chairman:** Adrian Knowles read his report and thanked the PC and Clerk for all their work over the last year.

Firstly, many thanks for all the efforts and time spent from the parish councilor team over the last 12 months – we should be very proud of what we have achieved given our limited resources.

We have also been strengthened by some very strong additions to the team who have hit the ground running in contributing to our village activities. I believe these additions give us a nice blend of views and skills.

Our new additions include:

Kathleen Hutchinson, who joined the PC in May 2025

Hazel Mack, who joined the PC in June 2025

Mike Chitson, who joined the PC in October 2025

Looking back at some of the things we managed to get done during this period include:

Fitted new trim trail at Village Green (VG) and a new aerial runway was funded and installed. Great work from Suzanne Powell for leading this activity.

Perimeter fence at VG approved to be replaced and half of the project funded from Essex County Council (ECC) Community Initiative Grant. This maintains the play area for our younger generation heading into the summer.

Cole End Lane By-Way – improvement work approved by PROW ECC and work carried out summer 2025. This now provides an excellent safe walking facility to the retail park on the south side of Saffron Walden.

After village consultation, which showed speeding as the number 1 concern we bought and installed the new and more modern speed awareness signs which seems (through anecdotal evidence) to be calming the speed through the village.

Some of the other PC activities to support the local area.

The PC helped in campaigning ECC with support from Judith Thompson, our Uttlesford councilors and other residents to continue the vital bus service for residents. ECC agreed to retain the buses for another 2 years. A great outcome.

Looking ahead to 26-27

The PC has set the Precept at £ 22,000 for 2026/27. This is an increase of £ 6,916.00 from the previous year but the increase is to support the following priorities:

To improve footpath down Pounce Hill / Radwinter Rd – we are investigating alternative ways to improve walking to Saffron Walden down Pounce Hill.

Purchase another speed awareness sign when we get license from ECC

Petition ECC to move the 30mph limit to further down the hill – this will be more important as construction of the additional housing along Radwinter road commences.

4. **Annual Report by Responsible Financial Officer:** The Clerk/RFO circulated copy of the unaudited accounts to the PC. The accounts have been internally audited and will be sent to the External Auditor.
5. **Annual Report from District Councillor:** The Local plan has been approved and Swards End should only see modest infill. CIL (Community Infrastructure Levy) isn't in place with UDC the amount received will be 10% of the expected purchase price.
6. **Annual Report from County Councillor:** Not present.
7. **Any other questions:** No further questions.

Meeting closed at 8.05 pm.

Signed

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Date

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