

**MINUTES OF A MEETING OF LITTLE HALLINGBURY
PARISH COUNCIL, HELD ON TUESDAY 24 FEBRUARY 2026,
BEGINNING AT 20.00, IN THE VILLAGE HALL**

PRESENT: Cllr Robert Wingard (Chairman)
Cllrs Brian Back, John Brothers, Ciora Dillon, Dean Hatt,
Andrew Robinson and Keith Summerford.

ALSO PRESENT: Mrs Urška Sydee (Clerk)
Uttlesford District Council Cllr Geof Driscoll

26/029. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Nicola Marsh, Val McKirdy, Sue Meyer; Uttlesford District Council Cllr Geof Driscoll and Essex County Council (ECC) Cllr Susan Barker.
All accepted.

Cllr Andrew Robinson advised that he would have to leave meeting early

26/030. DECLARATIONS OF INTEREST

None.

26/031. PUBLIC PARTICIPATION

None present.

26/032. MINUTES OF PREVIOUS MEETING

a) Ordinary Meeting

The minutes of the meeting held on 06 January 2026 were approved as a correct record of the proceedings and signed by the Chairman, Robert Wingard.

b) Extraordinary meeting

The minutes of an extraordinary meeting held on 03 February 2026 were ratified.

26/033. CHAIRMAN'S REPORT

Cllr Robert Wingard reported:

- New Barn Lane: resident's enquiry – this was referred to UDC Enforcement
- Bus frequency: bus service 325 is to be withdrawn; bus service 305 there are two options: to keep the service as it is or clock based timetable which is hourly service in the morning and evening rush hours and during the day one bus on the route. Cllr Robert Wingard was

authorised by the Councillors to make a complaint to ECC Cllr Susan Barker.

- CPRE emailed - NPPF consultation: the new proposal is that if the green belt is surrounded by railway station or is close to railway station it shall be considered to be grey belt. Cllr Robert Wingard was authorised by Councillors to respond on behalf of Parish Council. Draft response to be circulated to Councillors before being submitted.
- Annual Parish Meeting: 10 March; invite as many people as possible. Property Operations Manager from National Trust will come to talk.
- Email: .gov.uk emails problems. Cllr Robert Wingard declared that it is a handshake system and it's the server problem. The clerk explained that bouncing back was resolved. Cllr Robert Wingard offered to send an email describing the problem with acronyms which can then be send to the maintenance team.

Chairman, Cllr Robert Wingard moved the item 26/045 forward.

26/045. AFFORDABLE HOUSING

Cllr Robert Wingard reported that he was informed that s106 is already in place for Camps Field, but Parish Council was not aware of that. It was also said that UDC should talk to Parish Council regarding s106. S106 agreement has not been legally signed yet. It was suggested to contact Nigel Brown, UDC. Parish Council would like to be involved and to seek affordable houses which would be rented to people with local connections on a basis of perpetuity. That would put in place what we would have had with Housing association Hastoe.

26/034. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

None present to report.

26/035. PLANNING

a) Application decisions (the Council's comments are shown in brackets)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/25/1542/FUL	London Stansted Airport, Bassingbourn Road, Stansted, CM24 1QW	Awaiting decision

Airfield works comprising two new taxiway links to the existing runway (Rapid Access Taxiway and Rapid Exit Taxiway) to enable continued airfield operations of 274,000 aircraft movements and an increase in passenger throughput from 43 million terminal passengers to up to 51 million terminal passengers, in a twelve-month calendar period

(Objections can be read in minutes pages 639 – 641)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/25/2181/OP	Land at Camps Field, Lower Road, Little Hallingbury	Awaiting decision

Outline planning application, with all matters reserved (except for principal access), for the demolition of existing structures and erection of up to 59 dwellings, including affordable

housing, associated green and hard infrastructure, public open space, biodiversity enhancements, and principal access off Lower Road.

(Objections can be read in minutes pages 608 – 635, 645 – 669 and 683 - 685)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/25/2455/FUL	Dovecote, Lower Road, Little Hallingbury, Essex, CM22 7QZ	Approved

Change of use and extension from commercial, business and service (Use Class E) to 1 no. dwelling (Use Class C3)
(revised scheme to that approved under UTT/24/2748/PAM3)

(The Council discussed this planning application and could not come to a conclusion.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/25/3107/FUL	4 Pynchon Paddocks, Little Hallingbury, Essex, CM22 7RJ	Approved

S73 application to vary condition 2 (approved plans) of UTT/24/2580/HHF (Proposed front porch, 1.5 storey side extension to create a residential annexe ancillary to the host dwelling, and 1.5 storey rear addition to replace existing conservatory (minor amendment to previously approved application UTT/24/1032/HHF).) - replace the approved drawings with a revised plan

(No comments to be sent to UDC.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/25/3105/FUL	Broadcroft, Sawbridgeworth Road, Little Hallingbury, Essex, CM22 7QU	Refused

Proposed conversion of existing garage to 1 no. detached dwelling.

(It is a new dwelling in Green Belt and in a non-sustainable location.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/25/3166/HHF	Horbury, Wrights Green Lane, Little Hallingbury, Essex, CM22 7RL	Approved

S73A retrospective application for the erection of outbuilding

(No objections.)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/25/3179/HHF	7 Grinstead Lane, Little Hallingbury, Essex, CM22 7QY	Approved

Part single and part two storey rear extension with front porch

(No objections.)

<u>Application No.</u> UTT/25/3116/HHF	<u>Site and Development</u> South House, Sawbridgeworth Road, Little Hallingbury, Essex, CM22 7QU	<u>Decision</u> Approved
Demolition of existing garage and car port. Proposed new open two bay car port with side enclosed storage and room over		
(No objections.)		
<u>Application No.</u> UTT/25/3298/LB	<u>Site and Development</u> Motts Green Cottage, Motts Green Road, Little Hallingbury, Essex, CM22 7RW	<u>Decision</u> Approved
Retention of permanent removal of redundant red brick chimney stack to front elevation, associated making good of tiled roof area and installation of underground electricity supply cable under driveway		
(No objections.)		
<u>Application No.</u> UTT/25/3297/HHF	<u>Site and Development</u> Motts Green Cottage, Motts Green Road, Little Hallingbury, Essex, CM22 7RW	<u>Decision</u> Approved
S73A Retrospective application to sanction permanent removal of redundant red brick chimney stack to front elevation, associated making good of tiled roof area and installation of underground electricity supply cable under driveway		
(No objections.)		
<u>Application No.</u> UTT/25/3342/PIP	<u>Site and Development</u> The Rectory, Wrights Green Lane, Little Hallingbury	<u>Decision</u> Unknown
Permission in Principle for Demolition of existing dwelling, extensions, hardstanding, outbuildings, compound and detached garage, and replacement with up to six dwellings of mixed sizes, including custom build plots, with associated access, parking and landscaping.		
(The proposal involves the demolition of an existing dwelling and its replacement with six dwellings, representing a significant intensification of development within the Green Belt. The site does not constitute limited infilling, as it is not bounded by continuous development and instead forms open green space at the edge of the village built envelope.		
Contrary to the applicant's statement, the redevelopment of this site would have a significantly greater impact on the Green Belt than the existing development. The site is not derelict and contains a dwelling that has been continuously occupied.		
While the replacement of the existing dwelling could be considered acceptable in principle, the proposed layout of six dwellings constitutes overdevelopment. Should development be permitted, a reduced number of dwellings would lessen the harm to the Green Belt.		
LHPC request this application to be refused.)		

b) Applications to be dealt with at this meeting:

<u>Application No.</u>	<u>Site and Development</u>
UTT/25/3340/HHF	Barncroft, Sawbridgeworth Road, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7QU

Demolition of existing outbuilding and construction of a replacement outbuilding. Erection of a single-storey side extension with rooflights. Minor alterations to the existing house fenestration.

No objections as long as conditions are made that it must not be occupied independently.

<u>Application No.</u>	<u>Site and Development</u>
UTT/26/0131/OP	Land at Latchmore End, Latchmore Bank, Little Hallingbury, Hertfordshire

Outline planning application with all matters reserved except access for the erection of two dwellings and associated works

Objections:

The application site lies within the Green Belt on a garden plot at the edge of the village. Although a dwelling already exists within the curtilage, the erection of two additional dwellings would represent an unjustified intensification of development in a sensitive edge-of-settlement location and would conflict with both national and development plan policy.

Firstly, the proposal would constitute inappropriate development in the Green Belt when assessed against the National Planning Policy Framework. The scheme for two additional dwellings does not represent "limited infilling in villages" but instead the subdivision of a large, spacious plot at the settlement edge, and extends built form further into the countryside, reducing openness. The presence of an existing dwelling does not alter the fundamental Green Belt assessment; the key issue is whether the proposal preserves openness and avoids encroachment, which in this case it would fail to do.

In terms of the Uttlesford Local Plan 2021 -2041, the proposal conflicts with the overarching spatial strategy set out in Core Policy 2 (Meeting Our Housing Needs), which directs growth to the most sustainable locations and expects only limited, appropriate development within villages situated in Green Belt. As Little Hallingbury is washed over by the Green Belt and is not required to allocate housing through its Neighbourhood Plan, speculative residential development on unallocated garden land in Green Belt would undermine this plan-led approach. Given the local bus services are subject to review with a likely reduction in services the sustainability of this location is also in question.

The proposal would also conflict with Development Policy DP4 (Development in the Countryside / Retaining Settlement Character and Openness), which seeks to protect the rural character of villages and resist development that would extend the visual impression of built form into the countryside. Subdivision of this large garden plot at the gateway to the Village would erode the spacious edge-of-settlement character and create a more suburban form of development that is out of keeping with the existing settlement pattern.

Furthermore, the scheme would be contrary to Core Policy 41 (Landscape Character), which requires development to conserve and enhance local landscape character. The garden currently contributes to the soft, verdant edge of the village and its transition to open countryside; its development would urbanise this edge and diminish the rural setting of the settlement.

The proposal also conflicts with Core Policy 39 (Green and Blue Infrastructure), which promotes a landscape-led approach to development and the retention of green spaces that contribute to openness, biodiversity and the wider countryside network. The loss of a large garden plot in this location would undermine these objectives. This is a verdant green space and existing trees and hedgerows should be protected. It is additionally material that, due to its Green Belt designation, Little Hallingbury is not required to identify housing allocations in its Neighbourhood Plan which is now at Regulation 16 Consultation. Allowing ad hoc development on large garden plots would circumvent the neighbourhood planning process and could set a harmful precedent for incremental erosion of Green Belt openness through cumulative plot subdivision.

In summary, the proposal is contrary to:

- Core Policy 2 – Meeting Our Housing Needs (spatial strategy)
- Development Policy DP4 – Retaining settlement character and openness in the countryside
- Core Policy 41 – Landscape Character
- Core Policy 39 – Green and Blue Infrastructure
- National Green Belt policy within the NPPF

For these reasons, the proposal represents inappropriate development in the Green Belt, would harm openness and rural character at this gateway edge to the Village, and conflicts with both national policy and the emerging Uttlesford Local Plan 2021–2041. Planning permission should therefore be refused.

d) Enforcement

Planning enforcement investigation notice INV/26/0027/C was received and noted. Circulated 10.02.2026

d) The Rectory Development

Little Hallingbury Parish Council's position on what form of development is appropriate for the site was discussed and it was decided to take no action.

21.10 - Cllr Andrew Robinson left the meeting

d) Late Planning Matters

The Enforcement investigation notices INV/26/0036/C and INV/26/0041/C were received and noted.

<u>Application No.</u>	<u>Site and Development</u>
UTT/26/0402/FUL	Falcon House, George Green

Proposed development of a residential block comprising 10 no. units as ancillary accommodation to existing care home

Objections:

Policy 5.18.1 of the emerging Little Hallingbury Parish Neighbourhood Plan 2026 - 2041, which is currently in Reg 16 Consultation by Uttlesford District Council, states that the objective of the policy is: "To safeguard existing business and employment within the Village and support suitable new development by existing and new businesses". Little Hallingbury Parish Council does not therefore object to this application. However, the Parish Council does have strong concerns regarding the suitability of the current proposal specifically in relation to cumulative development, access constraints, and parking provision.

Falcon House is a long-established residential care home which, according to Uttlesford District Council planning records, has been operating in this location since at least the early 1990s. Since that time, the Local Planning Authority has approved a

series of extensions and additions to the premises, including further accommodation, additional bedrooms, and most recently ancillary residential units. Planning documentation submitted to the Council in 2022 confirms that the home was, at that point, capable of accommodating approximately 27 residents.

While each of these developments may have been considered acceptable when assessed individually, the cumulative effect of successive approvals has been a significant intensification of use and built form when compared with the original scale of the facility. The current application for a further 10 additional units represents a substantial additional step change in intensity and must be assessed in that cumulative context.

Crucially, despite the repeated expansion of the care home over several decades, there has been no corresponding enhancement to the site's access arrangements or parking provision. The premises continue to rely on the same narrow access road and junction arrangements that existed prior to the significant increase in residents, staff numbers, visitors, deliveries, servicing, and emergency access requirements that now arise from the expanded operation.

There is no evidence within the planning history that parking provision has increased proportionately with the growth of the facility. As resident capacity and staffing levels have risen, so too has demand for parking, servicing and drop-off activity. The absence of meaningful changes to access and parking infrastructure has therefore resulted in increasing pressure on an arrangement that was not designed to accommodate the present, let alone the proposed future, level of activity.

The application fails to demonstrate that the additional development can be accommodated safely and sustainably within the constraints of the existing access road and parking arrangements. Nor does it provide a robust cumulative assessment of the impacts arising from successive expansions of the care home over time.

For these reasons, the Parish Council believes that the application should be deferred pending a full and transparent assessment of cumulative access, parking, servicing, and highway impacts arising from the long-term intensification of the site.



Approaching from the North



The Entrance



Approaching from the South



The Drive



The Car Park

26/036. LITTLE HALLINGBURY NEIGHBOURHOOD PLAN (LHNP)

Chairman, Cllr Robert Wingard read the report prepared by Cllr Val McKirdy:

Regulation 16 Consultation is now alive. Uttlesford District Council has

reviewed the submission and is satisfied that it meets the requirements of Regulation 15, confirming that the LHNP is legally compliant and complete, and can proceed to Regulation 16 (publicity and consultation). The Reg 16 Consultation will run from 19 February until 02 April 2026. The Uttlesford District Council website page for the LHNP Regulation 16 Consultation can be accessed via the following link: <https://www.uttlesford.gov.uk/little-hallingbury-neighbourhood-plan>. All comments received during the Regulation 16 consultation will be considered by the Independent Examiner. The Steering Group proposed two Independent Examiners for UDC to approach for the examination and one of them has confirmed their availability. UDC are now in the process of confirming this appointment, with a view to the examination commencing in early April.

26/037. SPEED WATCH

Chairman, Cllr Robert Wingard reported that in January 2026 there were 7 sessions; 134 people reported, average 19 per session were speeding; 23 over 40mph; highest speed was 47mph.

26/038. NEIGHBOURHOOD WATCH

Chairman, Cllr Robert Wingard reported that there was no change, there are still problems with the quality of reports.

26/039. FIRST RESPONDERS

Cllr Ciora Dillon reported that four applications were received; interviews will take place next week, training will start next month. It should be ready to go in couple of months. The clerk advised that funds will be available after precept is received.

26/040. ESSEX COUNTY COUNCIL LOVE YOUR BUS INITIATIVE

Chairman, Cllr Robert Wingard advised that the initiative only relates to new and existing bus services and not bus stops or anything similar. He will try to find another way to find funds for real time timetable display.

26/041. FINANCE

a) Payments

The following payments had been made during the period 13 December 2025 to 13 January 2026:

	£
JB – Reimbursement	150.00
Handyman – salary January – March 2025	376.00
Poppy Appeal – donation 2025	50.00
St Clare's Hospice – donation 2025	500.00
EALC – course Vllr RW	100.80
DCK Payroll Solutions Ltd – Payroll Admin	139.80
Vitruvius Heritage Limited – Heritage assessment	1,200.00
Great Hallingbury PC – ½ SLCC membership	100.00
Great Hallingbury PC – Local Administration book	149.40
Received and agreed by Councillors.	

b) Income

HMRC – VAT return	£4,414.37
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LH Community Shop – contribution towards Post Office costs	£300.00
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Received and agreed by Councillors.

c) Balances on 13 January 2026

Community Acc.	£18,656.57
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Business Premium Acc. (Reserves Acc.)	£14,325.32
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d) Bank Reconciliation

Bank reconciliation was received and approved by Councillors and signed by Chairman, Cllr Robert Wingard.

e) Approvals**e.1) Payments**

The payments were approved by Councillors and signed by Chairman, Cllr Robert Wingard.

e.2) Equipment

The purchase for a cart for litter pick for handyman was approved for up to £170.00 to be purchased in new tax year.

e.3) Courses

The expenditure of £46.20 + VAT for Chat GPT skills for Councils and £46.20 + VAT for Implementing Professional Boundaries When Pushed, for the clerk to attend, delivered by SLCC was approved.

f) Budget Update

The budget update was presented at the meeting. Received and agreed by Councillors.

g) Payroll & Pension

NEST pension was set up and should be applied for February 2026. DD will be deducted at the beginning of March 2026. Next month the backdated payment will be applied.

h) Bank Arrangements (Cllr Robert Wingard)

Can be implemented when policies are agreed. The clerk advised that this would not be her priority and she cannot start it straight away as she has a family emergency and would like to go on annual leave, which was agreed.

Arrangements for APM should she not be back were discussed.

i) Budget & Precept 2026 / 2027

Precept form was submitted to UDC within the deadline.

j) Late Finance Matters

None.

26/042. GOVERNANCE (Cllr Robert Wingard)**a) IT Policy**

Draft IT policy was adopted with amendments agreed.

b) Standing Orders

Draft Standing Orders were adopted with amendments agreed.

c) Financial Regulations

Draft Financial Regulations were adopted with amendments agreed.

The clerk declared that she drafted Standing Orders only and Chairman, Cllr Robert Wingard drafted IT Policy and Financial Regulations.

26/043. HIGHWAYS MATTERS

a) Update

No update.

b) New Barn Lane Bus Stop

Passenger Transport Unit's officer informed us that bus shelter was ordered, and it can take 12 – 20 weeks. Dog waste bin was reinstalled.

c) White Trees School Signs

In progress.

d) VAS Sign

d.1) Update

No update.

d.2) Community Safety Partnership

Not discussed.

e) Sawbridgeworth Road Surface

Chairman, Cllr Robert Wingard and Cllr Brian Back will identify and report potholes when time permits.

f) Goose Lane Shrubs

No update.

g) Footpaths

No update.

26/044. OPEN SPACES MAINTENANCE

a) Village Car Park

No update.

b) Gaston Green Pond

It was cleared and bushes taken away. Should be looked at when it is drier to determine whether it needs jetting.

c) War Memorial

No update.

d) General Maintenance

No update.

26/045. AFFORDABLE HOUSING

Moved before 26/034 Reports from District and County Councillors.

26/046. NATIONAL TRUST

The National Trust contribution towards grass cutting the areas they own was discussed and it was concluded to leave it as it is for the time being.

26/047. CONSULTATION

a) Reducing the prevalence of private estate management arrangements

To Council considered responding to the Government consultation Reducing the prevalence of private estate management arrangements and Chairman Cllr Robert Wingard was authorised to respond on behalf of the Council.

26/048. POSSIBLE TWINNING WITH THE TOWN OF COSUENDA

To Council considered proposal of twinning with the town of Cosuenda in the Cariñena wine region of northern Spain and decided to decline.

26/049. MISCELLANEOUS ITEMS FOR INFORMATION AND NOTING

a) Items received in time for the agenda

- EALC – E bulletins; Training e-bulletins ; Final question time on Greater Essex LGR Proposals.
 - NALC – Chief's executive bulletins.
 - Uttlesford District Council, Planning and Building Control Registration Team - Weekly List of Planning Applications.
 - Uttlesford District Council – links for agenda for Planning Committee 14 January 2x and 11 February 2026 2x; supplement "Planning Committee Presentations" to the agenda for Planning Committee, 11 February 2026; link for minutes for Planning Committee 14 January 2026.
 - County Councillor for Great Dunmow division, District Councillor High Easter and the Rodings, Chairman Essex Pension Fund – Highways Highlights November / December 2025.
 - RCCE, Administrator - Making Plans for a Better Future webinar; RCCE Membership Event 2026.
 - Your Local Views, Follow-up from Wednesday's Parish Meeting – The Rectory, Wrights Green Lane.
 - Resident – Note regarding UTT/22/1022/FUL development.
 - Essex Film Office, Film Officer - Filming Enquiry.
 - Creative Arts East, Community Cinema Manager - community cinema information.
 - Uttlesford District Council - Invitation to Sustainable Uttlesford 1st birthday & AGM.
 - RCCE - Essex Health and Wellbeing Strategy 2026–2029; Greener Spaces for Stronger Communities event; Sustainable Essex presentation 3 February 2026; Membership evening; Local Nature Recovery and Biodiversity Net Gain webinar 17.03.2026; Green Essex Network meeting presentations and notes.
 - Transport Made Simple - Final call: Essex County Council Love Your Bus Grants.
 - Stansted Airport Community Team - Stansted Airport Community Flyer.
 - Integrated Passenger Transport Unit, Local Bus Network Community Engagement Lead – Link for the Local Bus Consultation 2025 outcome.
 - Integrated Passenger Transport Unit, Transport Officer - Local on bus consultation for services 315 / 325.
 - Resident – Email regarding New Barn Lane bus shelter replacement.
 - Uttlesford District Council, Community Safety Officer - VAS Project - Next Steps.
 - RCCE, Community Engagement Officer - ECC Climate Action Webinar 23 February 2026.
 - Uttlesford District Council, Community Development Officer - Essex Police and CSP Q&A 25.02.2026; Online Parish Forum 10 March 2026.
 - Thank you letter – Essex Air ambulance.
- All received and noted.

b) Late Items

The clerk advised that a resident called saying that there was a lot of rubbish in particular wine bottles at the Goose Lane towards Great Hallingbury. She

informed handyman and they were collected next day.

- Uttlesford District Council – link for minutes for Planning Committee 11 February 2026.
- Uttlesford District Council, Community Development Officer - Essex Police and CSP Q&A 25.02.2026.
- Keith Artus - Affordable Housing Local Lettings Plan and Work of Broad Oak Community Investments CIC.
- Sawbridgeworth Town Clerk - Cross border meeting agenda.
- UDC, Community Development Officer – agenda and link for Parish Forum 10 March 2026.
- RCCE - Water literacy course.

All received and noted.

26/050. MATTERS ARISING FROM PREVIOUS MEETING

None.

26/051. MEMBERS' REPORTS

Chairman, Cllr Robert Wingard read the report prepared by Cllr Val McKirdy:

A telephone call was received by a resident enquiring whether the Parish Council would be willing to contribute towards the purchase of a defibrillator for Little Hallingbury Cricket Club. The estimated cost is approximately £700. The Club is aware that there is an existing defibrillator at the Village Hall; It was advised to send proposal in writing which was not received so far. Considering the Parish Council's recent financial commitment to First Responders and the funding of the existing defibrillator, it was agreed that the Council are not currently able to offer further assistance.

26/052. ITEMS FOR THE NEXT AGENDA AND INFORMATION

None.

26/053. NEXT MEETING

APM will be held 10 March 2026 in the Village Hall starting at 20.00.

The next Parish Council meeting is scheduled to be held in Village Hall annexe 07 April 2026 starting at 20.00.

The resolution was made to exclude the public from the meeting to progress staffing and personal matters.

26/054. OVERTIME & ANNUAL LEAVE

The Council discussed clerk's overtime and annual leave. It was decided to pay 99 hours of overtime accumulated throughout the year. The clerk advised that it is likely that there will not be enough funds in the budget for staff costs as it was not predicted to do so much overtime.

For this year it was agreed on exceptional basis that the clerk can carry over more than five days of annual leave. The clerk thanked the Council and advised that she was to take annual leave from the next day due to unforeseen family circumstances. She would work on some days and have annual leave on some days.

26/055. CO-OPTION

a) Application

One application for co-option was received and clerk confirmed the candidate is qualified.

b) Debate

Councillors received candidate's CV and Chairman offered opportunity for debate.

Public was invited to join the meeting.

b) Vote

Vote took place and it was agreed unanimously to co-opt Steve Gardiner.

The meeting ended at 22.25

Signed.....
(Chairman)

Date.....