

**HIGH EASTER PARISH COUNCIL**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL**  
 held in High Easter Village Hall Monday 4<sup>th</sup> June 2018

Present: Cllrs Nigel Boreham, Andrea Davis, Robert Lodge (Chairman), Neil Reeve, Janet Robinson, Paul Sutton. Jo Windley and the Clerk Allison Ward

0 Members of the public

18/36 APOLOGIES FOR ABSENCE - None

18/37 DECLARATIONS OF INTERESTS FOR THIS MEETING - None

18/38 PUBLIC FORUM

Cllr Sutton congratulated Cllr Lodge on his successful nomination to attend the Queen's Garden Party in early May as Chairman of High Easter Parish Council and on being one of a small group selected to meet the Queen.

A request had been received from a resident asking if the Parish Council would allow them to maintain the area in front of the pedestrian access to the playing field, the Parish Council had no concerns with this suggestion and asked the Clerk to write and thank the resident and to also write and thank those who voluntarily maintain Pump Green and the footpaths to the south of The Street.

18/39 MINUTES OF THE ANNUAL PARISH COUNCIL MEETING of 7<sup>th</sup> May 2018. Cllr Lodge proposed that the minutes be accepted as a correct record, this was seconded by Cllr Windley with all in agreement; the minutes were signed by the Chairman.

18/40 DISTRICT AND COUNTY COUNCILLORS REPORTS – Apologies were received by County and District Cllr Susan Barker.

18/41 CLERK'S UPDATE & CORRESPONDENCE FOR CONSIDERATION

Play equipment - a bolt holding the bridge to the main frame failed. This bolt is not visible on inspection, Cllr Boreham carried out the repair and will replace the other similar bolts in this area as a precaution.

English Rural Housing has notified the Parish Council of two properties for sale in Boreham Court, both are two bedroomed properties number 3 and 11; details are on the notice boards.

18/42 COUNCILLORS REPORTS

Cllr Sutton carried out the playground inspection for May 2018; there are no new issues.

Cllr Lodge has been in dialogue and written to the contractors who had been delivering and spreading 'treated' human sewage sludge onto the fields close to the Pleshey/High Easter border prior to the May bank holiday weekend. Apart from the odour, the particular issue was the state of the road where waste product fell from vehicles or was carried on vehicle tracks and deposited on the highway, it resulted in dangerous driving conditions. The Parish Council is grateful for the efforts of local landowners who cleaned the highway, however the Clerk was asked to write to the contractor expressing the Parish Councils concerns and seeking an understanding of the environmental impact of the works.

Cllr Windley confirmed footpath 80 has now been sprayed by the landowner having previously been cropped. Footpath 22 from School Lane needs clearing, Cllr Windley to speak to the landowner.

The Parish Council is aware of two dead trees on the playing field which will be removed, Cllr Boreham and Cllr Lodge to manage.

Signed  
 Robert Lodge (Chairman Parish Council)

## 18/43 PLANNING

## 18.43.01 Applications – for discussion and decision

Application No UTT/18/1313/HHF and UTT/18/1314/LB.  
 Location Barley Cottage, The Street  
 Development Alterations to existing garage, new roof and link to cottage

Cllr Sutton proposed that the Parish Council comments on this application as follows, this was seconded by Cllr Lodge will all in agreement.

Firstly, the Parish Council notes that this application cannot be for the ‘alteration to the existing garage and new roof’ as the existing garage has already been removed and a new concrete base put down.

The Parish Council is concerned that the linking of the historic part of the house to the modern outbuilding, would detract from the appearance of the listed house. Linking further modern living space would also result in an overall significant additional footage which again would have an overbearing effect on the listed building. This is contrary to policy ENV 2.

Application No UTT/18/1360/FUL  
 Location Acreland Green, The Street  
 Development Erection of agricultural storage building using existing access (amendment to previously approved permission UTT/18/0025/FUL)

Cllr Sutton proposed that the Parish Council has no objection to this application, this was seconded by Cllr Lodge with all in agreement.

To note, the following application is conversion of agricultural building and not open to general comment.

Application No UTT/18/1216/PAP3Q  
 Location Barn at Harpers  
 Development Prior Notification of change of use of agricultural building to 1 no. dwelling

Cllr Lodge proposed that the Parish Council responds to this application as follows, this was seconded by Cllr Davis with all in agreement.

High Easter Parish Council notes that to its knowledge the building is not connected to an agricultural unit and local knowledge suggests this building has not been used for many years for agricultural machinery or hay. The Parish Council is of the view this application should be subject to a full planning application.

## 18.43.02 – Decisions

Application No UTT/18/0949/HHF & UTT/18/0950/LB  
 Location Elm Cottage, The Street  
 Development Demolition of existing single storey extension, erection of replacement single storey extension and landscaping works (revision to previously approved application UTT/17/1541/HHF).  
 Decision Conditional approval

18.43.03 – Affordable Housing, Hastoe has requested confirmation of landowners for the two sites they view as most suitable and which Uttlesford have indicated they would support. The Parish Council expressed their frustration with the slow progress from Hastoe, however noted the staffing issues have now been resolved. The Parish Council confirmed the details requested and agreed they would like Hastoe to approach a third landowner whose site is identified in the report; the Clerk was asked to forward the information.

18.43.04 – Uttlesford are consulting on the draft Uttlesford Local Heritage List. There are a number of entries for High Easter and the Clerk will circulate the relevant pages to the Parish Council for consideration at the next Parish Council meeting.

## 18/44 STANSTED AIRPORT

The Parish Council received a 'generic' response from Kemi Badenoch MP to their objection to the planning application to increase passenger numbers. The response confirms there are issues around supporting infrastructure and access to the airport and considerations in the local plan which our MP has asked to be investigated further, the response concludes with the comment, 'What is important is that any decision can bring benefits to residents and mitigate the impact, should the application go through at whatever stage.' The Clerk was asked to respond to Kemi, once again inviting her to a High Easter Parish Council meeting to hear first-hand the issues for local residents.

The Parish Council is aware the application is due to be heard by Uttlesford Planning Committee on 15<sup>th</sup> July, no further details are available at this stage and the Parish Council will consider its involvement at its next meeting.

## 18/45 GENERAL DATA PROTECTION REGULATIONS (GDPR)

Cllr Lodge proposed that the Parish Council approves the High Easter Data Privacy Notice as circulated by the Clerk. This has been prepared using the guidance issued by the National Association of Local Councils. This was seconded by Cllr Robinson with all in agreement. The Notice is available to view on the Parish Council website.

## 18/46 HIGH EASTER STANDING ORDERS AND FINANCIAL REGULATIONS

Primarily as a result of the new GDPR legislation, the National Association of Local Councils has issued an updated Standing Orders template for Parish Councils to consider. The Clerk had reviewed the changes and provided an amended set of Standing Orders which had been circulated to the Parish Council in advance of the meeting. Cllr Lodge proposed that High Easter Parish Council adopts the amended Standing Orders as circulated, this was seconded by Cllr Reeve with all in agreement. The amended Standing Orders are available to view on the Parish Council website. There are no changes to the Financial Regulations and these remain as previously.

## 18/47 VILLAGE WEBSITE

Cllr Robinson proposed that the current High Easter Parish Council website is changed to incorporate High Easter Village Hall, with a new site name High Easter Village. This was seconded by Cllr Davis with all in agreement. The Clerk is in discussion with the providers of the current service to determine how best to transfer the data and create the new site.

## 18/48 PLAYING FIELD, OUTSTANDING WORKS

18.48.01 Fencing of area for pre-school – There are two outstanding points, the first is whether planning permission is required, to date no response has been received from the Parish Councils requests for clarity and the regulations are ambiguous. Cllr Sutton confirmed the relevant legislation and the Clerk will forward this with a further request to Uttlesford. The second issue is the design options and once the question on planning is resolved the Parish Council will consider further.

18.48.02 Replacement of posts adjacent to car park – The stakes have been purchased and Cllr Boreham, Cllr Lodge and Cllr Reeve agreed to sort this once conditions and time allow.

18.48.03 Repairs to footpaths – The Clerk was asked to look for grant options to fund this work which is estimated at £1.5k to £2k.

18.48.04 Replacement bark for play area – The Parish Council recognised how much this had deteriorated particularly given the wet conditions earlier this year and agreed further bark would be required. The Clerk was asked to carry this item forward to the September meeting when a decision on expenditure could be made and bark purchased for the 2018/19 season.

18.48.05 Basketball hoop – Cllr Lodge confirmed the new hoop and net will be installed this week.

The Parish Council noted the grass in the Jubilee Meadow has not been cut in line with the contract, the Clerk will contact the contractor to discuss.

18/49 PARISH EVENT – NOVEMBER 11<sup>th</sup> 2018

A number of quotes for providing a traditional Sunday lunch had been received. The Parish Council considered these are agreed to ask a local contractor, Salt of the Earth to provide the meal at a cost of £20 per head, this includes providing, preparing and serving the food, laying tables and washing up. The Clerk was asked to confirm with the contractor and to discuss additional costs for crockery and cutlery. The ticket prices will be set to cover the costs of the event.

## 18/50 PARISH LUNCH FOR OVER'S

The Parish Council provisionally agreed a date of Wednesday 12<sup>th</sup> September as an option for a Parish Lunch providing suitable caterers could be found and the village hall is available. The Clerk was asked to look into this and to check whether any other local events were taking place on this date that would have an impact on attendance.

## 18/51 WINTER SALT BAG PARTNERSHIP SCHEME 2018/19

Cllr Boreham proposed that the Parish Council takes part in the Essex County Council Winter Salt Bag Partnership and that new salt is ordered for storage at Borehams, this was seconded by Cllr Windley with all in agreement. It was noted the salt bins at the junction of The Street and School Lane and the village hall car park will both need emptying before being refilled as the contents are no longer usable, Cllr Lodge to arrange.

## 18/52 VILLAGE HANDYMAN and FUNDING

The Parish Council discussed whether to apply for a grant to fund a village handy man, the grant is provided by Essex County Council Local Services Fund and is designed to help communities prioritise and deliver new services. As well as the difficulties of managing additional employees, the Parish Council were of the view there would not be sufficient work to justify a project and agreed not to pursue this further at this stage.

## 18/53 FINANCE

18.53.01 Cllr Lodge proposed the following cheques for payment, this was seconded by Cllr Sutton with all in agreement.

Allison Ward - Parish Clerk May 2018	£ 252.33
Perry Contracting – 1 <sup>st</sup> verge cut	£ 1,211.21

The annual insurance Cheque to BHIB for £426.55 was issued between meetings.

18.53.02 – The internal audit has been completed and there were no issues raised. The notice of elector's rights to view the accounts has been posted on the notice board and the documents required under the new audit procedures will be posted on the Parish Council website in advance of 11<sup>th</sup> June deadline.

18.53.03 – A cheque for £735 has been received from the village hall for this seasons football fees.

## 18/54 ITEMS FOR NEXT AGENDA to include planning for the long term replacement of the play area.

18/55 DATE OF NEXT MEETING Monday 2<sup>nd</sup> July 2018

TIME AND CLOSE OF MEETING 9.35pm