

**HIGH EASTER PARISH COUNCIL**

*Clerk to the Council – Allison Ward*  
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Councillors are hereby summoned to attend the **Ordinary Meeting of High Easter Parish Council** which will be held via the video conferencing service Zoom on **Monday 4<sup>th</sup> January 2021 at 7.30pm** for the purpose of transacting the business set out on the agenda below.

The press and public are cordially invited to attend.

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**MEETING PROCEDURE INFORMATION**

Please see the draft High Easter virtual meeting policy which is available on the website and sets out the procedures and expectations for Cllrs and members of the public attending Parish Council meetings via Zoom.

<https://e-voice.org.uk/higheaster/a/43923698-44345886>

**Zoom Meeting Details**

<https://us02web.zoom.us/j/83938659367>

Meeting ID: 839 3865 9367

Passcode: There is no passcode, you will be held in the waiting room and admitted by the meeting host.

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**MEETING AGENDA**

**20/125 APOLOGIES FOR ABSENCE**

**20/126 DECLARATION OF INTERESTS FOR THIS MEETING**

**20/127 PUBLIC FORUM** – There will be 15 minutes available for the Public to speak on Parish Council matters on this agenda or any issue of local concern.

**20/128 MINUTES OF ORDINARY PARISH COUNCIL MEETING** 7<sup>th</sup> December 2020 for approval.

**20/129 COUNTY AND DISTRICT CLLRS REPORT**

**20/130 CLERK’S PROGRESS UPDATE and CORRESPONDENCE TO NOTE**

Uttlesford will provide a free Christmas Tree recycling service in High Easter village hall car park on Saturday 9 January between 2.30pm and 3.30pm.

Update from Hastoe on the affordable housing site - Tenders have now come back and are being assessed, once agreed Hastoe can apply for grant funding. The current timeframe is to contract in February with work starting by March. There is an outstanding requirement for Hastoe to meet with the neighbouring properties regarding the hedgerow and this will take place once a contractor is appointed in order that they can be involved.

Further chasing for an update on Gigaclear commercial plans for fibre broadband in High Easter (not part of the Superfast Essex rollout) has led to a response confirming they will speak to the Parish Council in early January and provide information which can then be shared with residents. Numerous notifications of

road closures for Gigaclear works in and around the parish have been received for January and February 2021. Details are on the Essex Highways website.

Damage to surface on High Easter Road adjacent to Parsonage Brook has been reported to Essex Highways, ref 2694295. Further information has been supplied to Essex Watercourse Regulation Engineer re the problems with the ditch adjacent to the sewage works which has now caused erosion to the opposite verge, the later ref 2693270. Essex Highways have confirmed they need to return to carry out a permanent repair to the pothole on School Lane, north of Hopkins, which will require a road closure order.

There is a new community agent for the Uttlesford Area. These agents provide community led early intervention support for people to live independently in their own homes. Further information or to request a visit, please see <https://www.communityagentsessex.org.uk/> or contact the Clerk for details.

There is a significant amount of information on support available for residents and businesses as a result of Covid, the village website has a page dedicated to this with numerous links.

## **20/131 COUNCILLORS REPORTS**

To include playground inspection.

## **20/132 PLANNING**

### 20.132.01 – Applications

Application No	UTT/20/3087/HHF
Location	Old Manse, The Street
Development	Proposed garage extension with a single storey pitched roof. Erection of detached cart lodge at the front of the property.

Application No	UTT/20/3304/HHF & UTT/20/3243/LB
Location	Lower House Farm,
Development	Part retrospective renovation of the farmhouse and ancillary buildings to include replacement of timber windows, replacement of roof to the single-storey rear addition, renewal of cast concrete floors with limecrete slabs and forming new window and door openings to the rear elevation, ground floor and first floor. Plus internal alterations.

Application No	UTT/20/3313/FUL
Location	Punchbowl, The Street
Development	Erection of a 14.00m x 10.00m general purpose storage shed

### 20.132.02 – Decisions

The following application was considered by the Planning Committee on 16 December. Cllr Lodge spoke in objection on behalf of the Parish Council.

Application No	UTT/20/1937/FUL
Location	Homely (Walnut Tree Cottage), The Street
Development	Section 73A Retrospective application for the demolition of existing property and proposed erection of new dwelling.
Decision	Refused

Application No	UTT/20/2799/HHF
Location	5 Gepps Close
Development	Proposed erection of front extension to create entrance hall, rear single storey extension, addition of 1st floor side extension and internal alteration
Decision	Conditional approval

Application No            UTT/20/2785/PAQ3  
Location                 Barn at Shorts Farm  
Development            Prior Notification of change of use of agricultural building to 1 no. dwelling  
Decision                 Application required

20.132.03 - Cllr Reeve will speak on behalf of the Parish Council at the Stansted inquiry on the afternoon of Wednesday 13 January 2021. The SSE website has a good summary of the inquiry and you can keep up to date with proceedings via the Planning Inspectorate's website for the Inquiry at <https://programmeofficers.co.uk/ssairport/>

#### **20/133 COMMUNITY LED PLANNING**

Parish Council to consider the summary of responses received from residents following the community led planning survey and how to proceed.

#### **20/134 BUDGET 2021/22 and QUARTERLY REPORT FOR 2020/21**

Parish Council to receive the accounts for the period to end December 2020 and to agree the precept for 2021/22.

#### **20/135 ESSEX WIDE BUS SHELTER PROJECT**

The project sees 'Essex County Council collaborate with all City, Borough and District Councils across Essex, to bring together a unified bus shelter estate, that will provide residents better bus infrastructure and encourage more people to use sustainable transport across Essex.'

The project includes the transfer of all assets to ECC with the exception of those shelters owned by Parish Councils, these will remain in Parish Council ownership. However, there is a requirement to obtain a license for all shelters owned by Parish Councils that are sited on the Highway. Parish Council to confirm shelters to apply for, deadline 31 January.

#### **20/136 FINANCE**

20.136.01 The following cheques for approval at this meeting

<b><i>PAYMENT TO</i></b>	<b><i>VALUE</i></b>
Allison Ward - Parish Clerk Dec 2020 inc Zoom subscription for month	£ 280.63
Hundred Parishes Society – Annual Subscription	£ 10.00
JCM Services – Playing field and Jubilee Meadow hedge cutting inc VAT	£ 474.00

20.136.02 Parish Council to agree the reconciliation for the grant application for the community food boxes, the amount to request from ECC and the amounts to pay to the project team.

**20/137 ITEMS CARRIED FORWARD** – Litter pick date, skate park progress, tenders 2021.

**20/138 DATE OF NEXT MEETING** scheduled for Monday 1<sup>st</sup> February 2021 at 7.30pm.

#### **TIME AND CLOSE OF MEETING**



Allison Ward  
Parish Clerk  
29 December 2020