

HIGH EASTER PARISH COUNCIL
MINUTES OF THE MEETING OF THE PARISH COUNCIL
 held via Zoom on Tuesday 6th April 2021

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

County and District Cllr Susan Baker (leaving after agenda item 21/05)

0 members of the public

21/01 **APOLOGIES FOR ABSENCE** were received from Cllr Neil Reeve who had a commitment as a ward Cllr to attend a District Council meeting re the Local Plan; these apologies were accepted by the meeting.

21/02 **DECLARATIONS OF INTERESTS FOR THIS MEETING**

Cllr Paul Sutton declared a personal interest in agenda item 21.08.01 Mudwall Farm as the applicant is a previous work colleague.

21/03 **MINUTES OF THE ORDINARY PARISH COUNCIL MEETING of 1st March 2021** were approved by the Parish Council as a correct record. They will be signed by the Chairman of this meeting at the earliest opportunity.

21/04 **PUBLIC FORUM** – Nothing to report

21/05 **COUNTY AND DISTRICT CLLRS REPORT**

County Cllr Barker confirmed there is not much to report at County level with preparations underway for the Essex County Council elections on 6 May. High Easter Road will be closed from 17th May for works, after which it is expected Essex Highways will repair the reported potholes.

Uttlesford have boosted the Local Highways Panel by £200k which will enable works to be progressed including signage for Bishops Green to inform road users you are entering a hamlet.

Cllr Lodge asked if there was any progress on the highways flooding issues at Bellhouse Villas and Cllr Barker confirmed she would chase Essex Highways for information. Cllrs noted that there are some sizeable gullies created by water running along the edges of highways and where Gigaclear works softened the verges. The Clerk was asked to arrange for a road sweeper to clear The Street.

County and District Cllr Barker leaves the meeting.

21/06 **CLERK'S REPORT AND ITEMS OF CORRESPONDENCE**

The weekend Green Waste service resumed from Saturday 6 March and will be in the village hall car park bi-weekly between 11.30 and 12.30pm, dates are on the noticeboard and village website. The cost is £70 per hour.

The Parish Council notice board in The Street fell during recent winds. Parish Cllrs agreed not to replace it and instead to create an information board within the old phone box. The notice board in the bus shelter remains in situ and all Parish Council information is available on the village website.

Essex County Council has Confirmed the final order to divert part of Footpath 16. The formal notice has been added to the village website and noted as an amendment to the village footpath map.

The Parish Council continues to engage with Essex Public Rights of Way (PRoW) Officer and Essex Police following complaints and concerns from residents re the unauthorised use of bridleways and footpaths by motorised vehicles, as well as anti-social behaviour on PRoWs. It is essential that if residents experience such behaviour they must report directly to the police and confirm the incident number to the Parish Council. If it is use of a vehicle on a bridleway or dangerous driving, it should be reported as a crime. Otherwise, it is anti-social behaviour. These incidents can be reported online at <https://www.essex.police.uk/ro/report/>

Signed
 Robert Lodge (Chairman Parish Council)

A village litter pick took place on the weekend of 27/28 March, the Parish Council wishes to record its thanks to those residents who assisted with over 20 bags of rubbish collected from the highways and verges. Thank you also to the resident who reported the large volume of tyre dumping around the village during March.

Hastoe has awarded the contract to build the affordable housing to T J Evers and they are due to start on site late April/early May. The build is expected to take c.40 weeks.

21/07 COUNCILLOR's REPORTS

The clerk carried out the playground inspection. The rubber on both cradle swings is starting to show signs of splitting, although at this stage there is no immediate concerns. This was identified in the annual play inspection January 2021 and recommended for replacement within 12 months, continue to monitor.

Cllr Boreham noted the highway diversion signs that have been left around the parish and not cleared away after works. The Clerk will contact Essex Highways for assistance.

Cllr Windley noted the dumped tyres at the junction of footpath 104 and 105 have not been cleared from the ditch, Clerk to contact Uttlesford.

Cllr Lodge reported that Cllr Reeve had organised the planting of c.20 fruit trees in the Jubilee Meadow which had included stakes and fencing to protect them from the wildlife; the Parish Council supported the cost of materials for this work and wished to record its thanks to Cllr Reeve and the Cllrs and residents who came along to assist with the planting.

Cllr Robinson suggested the wifi hotspot in the village hall is no longer working, the Clerk will speak to County Broadband.

21/08 PLANNING

21.08.01 – Applications

Application No	UTT/21/0653/FUL & UTT/21/0654/LB
Location	Lower House Farm, The Street
Development	Conversion of existing barn into a single dwelling house alongside ancillary access, parking, landscaping and other associated works.

Cllr Sutton proposed that the Parish Council submits a comment with additional information noting the site is in flood zone 2 with some areas in flood zone 3. This was seconded by Cllr Lodge will all in agreement.

Application No	UTT/21/0817/HHF
Location	Mudwall Farm, Bishops Green
Development	Erection of detached three bay cart lodge

Cllr Windley proposed no comment, this was seconded by Cllr Davis with all in agreement.

Application No	UTT/21/0932/LB
Location	Cock and Bell House, The Street
Development	Retention of the removal of a chimney, Upper section of chimney breast removed, Aerial, Fire back and surround Replacement sash window, Repairs to studwork and render, Replacement casement windows.

Cllr Sutton proposed that the Parish Council objects to the continued siting of the aerial in such a prominent position on the front elevation of this Grade II* listed building, which is also a key building within this part of the village conservation area. This is consistent with the approach taken by Uttlesford for other listed buildings in the conservation area. The Parish Council does not have any objection to the replacement of the windows, repairs, and rendering, which were carried out on a 'like for like' basis and have been completed to a high standard. This was seconded by Cllr Lodge with all in agreement.

21.08.02 - Decisions

Application No	UTT/21/0337/HHF
Location	Pleshey Grange, Grange Road
Development	Erection of entrance gates and brick pillars/walling to sides. Erection of detached outbuilding with ground floor storage and first floor office
Decision	Refused

Signed
Robert Lodge (Chairman Parish Council)

Application No	UTT/20/3457/HHF
Location	Beards Cottage Acreland Green, The Street
Development	Conversion of half of existing double garage into home office and shower room.
Decision	Refused
Application No	UTT/21/0048/HHF & UTT/21/0049/LB
Location	Chapel House, The Street
Development	Proposed single storey rear extension.
Decision	Conditional Approval
Application No	UTT/20/3417/OP
Location	Land Adj 1 Bishops Green Villas High Easter Road
Development	Outline planning application with all matters reserved except layout and access for the erection of 4 no. dwellings
Decision	Refused
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.
Decision	Refused
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, new window and door openings to the rear elevation, ground and first floor, internal alterations.
Decision	Conditional Approval

After reviewing the decisions, Cllrs noted three developments in the parish that did not appear to have planning permission or were progressing, but not in accordance with the permission given. The Clerk and Cllr Sutton will verify and if necessary forward information to Uttlesford for further investigation.

21.08.03 – Application UTT/21/0158/FUL, Homely was considered by the Uttlesford Planning Committee on 17 March, the committee agreed to defer a decision in order that further legal opinion can be provided. Cllr Lodge spoke at the meeting on behalf of the Parish Council.

21.08.04 – The Parish Council agreed not to respond to the nine mini Local Plan consultations or to the Call for Sites; both have a deadline of 21 April.

Before consideration of the next item Cllr Lodge declared a personal interest as a close friend of one of the contractors.

21/09 **VERGE CUTTING 2021**

The Clerk circulated quotes from three contractors which were discussed by the Parish Council. Cllr Sutton proposed that the existing contractor JCM Services are contracted for the year 2021 at a cost of £3,399 ex VAT. This was seconded by Cllr Windley with 5 in agreement and 1 abstain. The Clerk is chasing for a purchase order for the 2021 contract from Essex County Council and payment of the 2020 verge cutting.

Cllrs noted the additional contractors who are also both local and asked that they are considered for any additional grounds works during the year.

21/10 **REPAIRS TO VILLAGE HALL PATHS**

Cllr Robinson reported that the drainage repairs at the village hall have now been completed. Cllr Lodge asked that a note of thanks be recorded to the village hall committee for getting this sorted under the insurance claim. Now that the work is completed, the Clerk was asked to contact the village hall to confirm their plans for repairing the paths, some of which are in the ownership of the village hall committee and some the Parish Council. It was confirmed £2k budget is available to contribute to the works.

Signed
Robert Lodge (Chairman Parish Council)

21/11 **VILLAGE MAINTENANCE JOBS**

Cllr Lodge confirmed he has ordered the paint for the phone box which will be passed to the resident who has offered to assist. The Clerk to contact a resident for a quote to refurbish the bus shelter.

21/12 **ELECTRIC CHARGING POINT**

Following a request from a resident asking the Parish Council to consider putting an electric charging point in the village hall car park, the Clerk was asked to contact RCCE for information on whether any other Parish Councils or village halls have done this, and to ask County and District Cllr Barker whether there are any grants available to assist with such projects.

21/13 **VIRTUAL MEETINGS**

Information has been received confirming that at the end of the existing emergency Covid legislation, Local Authorities including Parish Councils will no longer be able to hold virtual meetings beyond midnight on 6 May, only in person meetings will be permitted, and where applicable these must follow the government guidance for that venue. The meeting noted the current legal challenge to allow continuation of virtual meetings, and a decision is due at the of April. The next Parish Council meeting is before this change and will go ahead on Zoom as planned.

Ministry of Housing Communities and Local Government is calling for views on the use of virtual meetings during the coronavirus pandemic. The meeting considered some of the benefits and difficulties it had experienced, and the Clerk was asked to submit a response based on these views.

21/14 **ANNUAL REVIEW OF PARISH COUNCIL POLICY**

The policies which generally follow the model templates for parish councils are available to view on the village website. Given there are no changes to these templates during the year, and the existing data remains valid, the meeting agreed no changes are required.

21/15 **FINANCE**

The following payment was authorised between meetings in accordance with the approved budget. Cllr Windley proposed that this payment is retrospectively approved, this was seconded by Cllr Lodge with all in agreement.

PAYMENT TO	VALUE
Uttlesford District Council – Green Waste Service 2020	£ 1,120.00

Cllr Davis proposed the follow payments are authorised, this was seconded by Cllr Robinson with all in agreement.

PAYMENT TO	VALUE
EALC – Annual subscription	£ 242.68
Allison Ward - Parish Clerk March 2021 inc Zoom subscription for month	£ 280.63

21/16 **ITEMS CARRIED FORWARD FOR NEXT MEETING** – Annual accounts and annual return.21/17 **DATE OF NEXT MEETING** is scheduled for Tuesday 4th May at 7.30pm and will start with the Annual Village Meeting, followed by the Annual Meeting of the Parish Council.

The meeting closed at 9.00pm