

HIGH EASTER PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held in High Easter Village Hall on Monday 4th April 2022

Present: Cllrs Nigel Boreham, Robert Lodge (chair), Neil Reeve, Janet Robinson (arriving during item 22/08), Paul Sutton, Jo Windley, and the Clerk Allison Ward

County and District Cllr Susan Barker (arriving and leaving during item 22/08)

0 residents

22/01 APOLOGIES FOR ABSENCE were received from Cllr Andrea Davis due to personal commitments and accepted by the meeting.

22/02 DECLARATIONS OF INTERESTS FOR THIS MEETING – None.

22/03 PUBLIC FORUM – No public present.

22/04 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING of 7th March, Cllr Sutton proposed the minutes be accepted as a correct record this was seconded by Cllr Boreham with all in agreement.

22/05 COUNTY AND DISTRICT CLLRS REPORT

Cllr Barker confirmed the engagement officer from Ride London/Essex will be attending Leaden Roding village hall on Wednesday 6th April to give a short update and answer questions from residents.

Cllr Barker has invited parish councils to attend a meeting with the cabinet member for Highways at which any issues can be raised, dates are 7th April and 13th April; Cllr Lodge confirmed his intention to attend.

The Clerk raised lack of response to requests for the Uttlesford Highway Rangers to attend the village, a request was submitted in early Autumn 2021. Clerk to chase and copy Cllr Barker.

22/06 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

Maintenance to the bus shelter and village signpost have now been completed.

On 13th April the community policing team will be in the parish, based on the The Snug from 11am.

On 30th March Uttlesford launched a new digital app designed to help local businesses, services, and venues to promote their offers, and provide residents with information on activities taking place in their local towns. Download the app via www.dscvr-app.com or by searching 'dscvr' in the app store.

Notice has been received from the surveyor working for the contractors BTS that trees under the power lines, next to the allotments will be 'pruned' within the next 2-3 months. Cllr Davis has updated allotment holders.

The Clerk has been in correspondence with the contractors whose vehicle became stuck and damaged the ditches along byway 71. Cllr Lodge arranged for a quote for repairs and correspondence is ongoing.

Cllrs are of the view the recent highway signage introduced should read Bishop's Green as per the ordnance survey maps, and not Bishops Green; it has written to LHP advising of this however does not expect this will be changed. The signs have been funded from the Uttlesford Local Highways Fund which co-ordinates requests from parishes for specific works not related to the highways surface, e.g., signage, traffic calming, byway resurfacing. The parish council originally requested a speed reduction for Bishop's Green however this failed the eligibility criteria, and the parish were offered signage as a compromise which will alert drivers to a hamlet. The signage is mounted at a high level due to highway visibility.

Signed
 Robert Lodge (Chairman Parish Council)

Notice of the Ride London event on Sunday 29th May has been received. Whilst there are no road closures in the parish there are road closures on the B184 and in Dunmow which will limit the ability for residents to travel.

Uttlesford is consulting on a new Shopfront Design Guide, closing date for response is 27th April. See this link for further details https://www.uttlesford.gov.uk/media/11295/Uttlesford-Shopfront-Design-Guide/pdf/Shopfront_Design_GuideA.pdf?m=63780093782760000

DigiGo service is launching in April. This is a public door-to-door, flexible bus service with no specific routes. It is provided by Essex County Council and will be available to all residents in High Easter. Residents can pre-book a slot on a minibus to take them within the boundary of the service which includes Broomfield Hospital, please see this link <https://www.essexhighways.org/digigo> Further information to follow.

22/07 CLLRS REPORTS

The Clerk carried out the monthly playground inspection and confirmed there are no new concerns, see item 22/11. Cllr Windley suggested the Cllrs rota for checking the playground is re-introduced and this was agreed.

Cllr Lodged thanked Cllr Reeve for planting the saplings received as part of the Queen's Green Canopy in the Jubilee Meadow, and to Cllr Boreham for caring for the trees pre-planting. The saplings planted are 10 each of wild cherry, silver birch and rowan.

There was low support for the village litter pick, however the parish council records its thanks to those residents who did assist and several bags of rubbish, mostly bottles and cans, were removed from the highway

22/08 PLANNING

22.08.01 New Applications

Application UTT/22/0653/FUL
Location Old Beer House, Green Street
Development Change of Use from Annex to dwelling

Cllr Sutton proposed the parish council has no comment on this application providing the monies from the sale are used to fund the work necessary to the listed property as noted in the application. It asks that a section 106 be included as a condition to ensure this happens. Cllrs added the annex never received planning permission other than for a garage. This was seconded by Cllr Lodge with all in agreement.

Cllr Janet Robinson arrives.

Application UTT/22/0633/FUL
Location Walnut Tree Cottage (Homely), The Street
Development Section 73A Retrospective application for the demolition of existing property and proposed erection of new dwelling.

The parish council is satisfied that all its efforts over the last three years have now resulted in an application to rebuild the dwelling largely as it existed prior to demolition. However, there are two parts to this application. Cllr Sutton proposed that the parish council objects to the application as it includes the retrospective permission for the illegal demolition of a local heritage asset in a conservation area. Until the parish council has reassurance from Uttlesford that the correct action against the applicant has been taken, it cannot support an illegal action. If Uttlesford confirm action is being taken the parish council has no objections to the proposal in the second part of the application seeking permission for a new dwelling.

Application UTT/22/0862/AG
Location Poplar Farm, The Street
Development An extension to an agricultural storage building

The information on the Uttlesford website is insufficient for the parish council to form an opinion. The clerk was asked to contact Uttlesford and request a plan showing the intended extension. Furthermore, the parish council

understands that the agricultural building erected as a result of UTT/ 19/0538/AG was the maximum size permitted and therefore any proposed extensions would exceed the permitted size.

Application UTT/22/0833/LB
 Location Mudwall Farm, Bishops Green
 Development Proposed replacement of 2 no. modern windows with casements to match earlier pattern of windows adjacent.

Cllr Sutton proposed no objection to this application, this was seconded by Cllr Lodge with all in agreement.

Application UTT/22/0896/HHF
 Location 3 Parsonage Cottages, The Street
 Development Proposed replacement of existing single glazed timber sash windows with timber alternative double glazed sash windows.

Cllr Sutton proposed no objection to this application, this was seconded by Cllr Lodge with all in agreement.

County and District Cllr Susan Barker arrives and provides a report to the meeting which is record under agenda item 22/05.

22.08.02 Decisions – None

22.08.03 The parish council notes the inspector's decisions to dismiss the appeal against Uttlesford's refusal of retrospective application for the erection of gates at 4 Bishop's Green. Cllrs were unclear if the second set of gates on the side of the property were part of this decision, the Clerk was asked to verify with Uttlesford.

22/09 HASTOE NEW HOMES

Cllr Lodge confirmed the new homes are complete and all agreed they have been completed to a high standard and fit well with the wider street scene. The outstanding works to complete the footpath to link to the village should be complete by 22nd April at which point the properties will be handed over to the tenants.

Cllrs noted no information has been received on a revised official opening date, however a discussion concluded that the majority of parish cllrs would not be attending.

22/10 TENDERS FOR 2022

22.10.01 Cllr Lodge proposed the quote for cutting the grass on the playing field from P Brown at a cost of £115/cut for both 2022 and 2023 be accepted, this was seconded Cllr Robinson, with all in agreement.

22.10.02 Cllr Lodge proposed the quote for cutting the Jubilee Meadow and additional areas of the playing field including the changes to cutting plans from JCM Services of £612 be accepted, this was seconded Cllr Robinson, with all in agreement.

22.10.03 The Clerk confirmed it had not been possible to reach a compromise on cutting the verges acceptable to all, as a result a tender requesting cutting as in previous years has been issued. A decision on this will be made at the next meeting. The Clerk confirmed Essex County Council had agreed to issue a purchase order for the 2023 equivalent to the value in previous years.

22/11 ANNUAL PLAY AREA INSPECTION

The independent annual inspection report of the play area from Wicksteed had been circulated to Cllrs in advance of the meeting and was accepted by the parish council.

Matters raised were all either low or very low risk. In response the Clerk was asked to contact Creative Play to understand the warranty on the wooden structure re splitting and splintering and if necessary to obtain a quote for remedial works. The report raises the poor state of the goal mouths, Cllr Lodge added that the football pitch was in use until end of May. This reduces the opportunity to carry out repairs given any re-seeding will need rain or watering. The Clerk was asked to contact JCM Services for advice and to verify the quote.

Signed
 Robert Lodge (Chairman Parish Council)

22/12 QUEEN'S PLATINUM CELEBRATIONS

Notes from the fourth joint meeting with village hall committee and church were circulated to Cllrs. This includes a proposed budget for the weekend events which the parish council considered and supported; all receipts and payments will be processed via the parish council.

The clerk confirmed the parish council needs to provide signage for the road closure on Sunday 5th June. The 10k road race signage is available and will cover most of the requirements with the necessary 'advanced road closure signage' being purchased. A resident has offered to provide barriers for the road closure, Cllrs noted the requirement to maintain access for emergency services. A risk assessment will be presented for approval at the next meeting.

Cllr Lodge confirmed it has not been possible to obtain a commemoration oak tree due to supply issues, however the parish council agreed to the proposal to purchase a copper beech. Cllr Lodge to progress.

22/13 FUTURE PARISH COUNCIL PROJECTS

Further to agenda item 21/179 at the March meeting, the parish council considered the following priorities.

- a. A new VAS sign for The Street. The clerk confirmed there remain unanswered questions from the supplier in relation to customs and additional charges that will be required. The clerk will continue to seek clarification from the supplier.
- b. Cllr Lodge will speak with the contractors at Hastoe to see if it is possible to find a solution to creating the mound for the slide.
- c. Activities for older children, clerk to pursue options for further discussion.

22/14 FINANCE

22.14.01 Cllr Lodge proposed the following payments which were made during the month, in line with budget be retrospectively approved, this was seconded by Cllr Robinson with all in agreement.

PAYMENT TO	VALUE
Richard Keil – Bus shelter and village signpost maintenance	£ 476.00
Wicksteed – Playground inspection for 2022	£ 144.00

22.14.02 The National Joint Council for Local Government Services has agreed on the new rates of pay, which includes parish clerks from 1st April 2021. Cllr Lodge proposed the clerk's hourly rate is increased in line with the agreement and backdated to 1st April 2021, this was seconded by Cllr Reeve with all in agreement.

The following payments were approved for payment by Cllr Lodge, seconded by Cllr Boreham with all in agreement.

PAYMENT TO	VALUE
Allison Ward - Parish Clerk March 2022 inc pay increase from 1 April 2021	£ 322.38
Allison Ward – Purchase of litter pickers (x12) inc VAT	£ 47.85
Allison Ward – Queen's Platinum Jubilee (Tug of War Rope) inc VAT	£ 186.08
Essex Association of Local Councils – Annual subscription	£ 243.46

22/15 ITEMS FOR NEXT MEETING

The May meeting will begin with the Annual Village Meeting and will be followed by the Annual meeting of the Parish Council. Included in the parish council meeting will be agreement of the annual governance statement and accounts, and consideration for the insurance which is due for renewal on 1 June.

22/16 DATE OF NEXT MEETING, Tuesday 3rd May at 7.00pm in the village hall.

TIME AND CLOSE OF MEETING 9.08pm

Signed
Robert Lodge (Chairman Parish Council)