

HIGH EASTER PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
held in High Easter Village Hall on Monday 5th September 2022

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

County Cllrs Susan Barker arriving and leaving during agenda item 22/71

1 resident leaving after agenda item 22/66

22/64 APOLOGIES FOR ABSENCE were received from Cllr Robert Lodge; apologies were accepted by the meeting.

22/65 DECLARATIONS OF INTERESTS FOR THIS MEETING

Cllr Nigel Boreham declared a personal prejudicial interest in agenda item 22.71.01 application UTT/22/2183/CLE, as a close friend of the applicant.

Cllr Jo Windley declared a personal prejudicial interest in agenda item 22.71.01 application UTT/22/2183/CLE due to connections to the applicant's business.

Cllrs Andrea Davis, Neil Reeve, Janet Robinson, and Paul Sutton declared a personal interest in agenda item 22.71.01 application UTT/22/2183/CLE. as a friend and parish council colleague of the applicant.

22/66 PUBLIC FORUM

A resident raised concerns with application UTT/22/2183/CLE, stating that contrary to the evidence submitted to Uttlesford, in their opinion the unit subject to the application had only been in third party use for 8 and not 10 years. Furthermore, the conditions of the original planning permission only allowed the site to be used for the coach business and not general B2 industrial use.

Cllr Sutton confirmed that the application is for a certificate of lawfulness this is a question of fact and not an assessment of merit. If granted the certificate of lawfulness puts right the current breach in the planning condition, allowing the unit to be used for general purposes and not limited to the coach business.

The resident asked if the parish council were in favour of the application, Cllr Sutton re-confirmed that this is not an application for support or objection. A certificate of lawfulness is a process by which you obtain a decision from Uttlesford that the use does not require planning permission.

After repeated conversation Cllr Reeve asked the chair to stop the public forum as there was the possibility of getting into a debate. Cllr Reeve confirmed he was sufficiently advised to take part in the discussion at the appropriate point on the agenda. Cllr Reeve invited the resident to stay and listen to the debate and parish council decision, they declined.

1 resident leaves the meeting.

22/67 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING of 4th July, Cllr Boreham proposed the minutes be accepted as a correct record this was seconded by Cllr Reeve with all in agreement.

22/68 COUNTY AND DISTRICT CLLRS REPORT

County and District Cllr Susan Baker was delayed due to attendance at other parish council meetings, she arrived during item 22.71.01 and gave her report at the end of this agenda item. The report is included at this point in the minutes as per the published agenda order.

Signed
 Robert Lodge (Chairman Parish Council)

The potholes between Bell House Villas and Greens Farm, and on School Lane at Folks and Crows, and which formed part of Cllr Barker's allocated phase 1 pothole fund remain outstanding and will be chased. (Note, these were completed the day following the meeting).

Cllr Barker confirmed the Uttlesford Local Plan remains on hold whilst Uttlesford consider an additional site at Saffron Walden, it is expected Regulation 18 consultation will begin in October.

Ride London will return on 28 May 2023, for one day only. Maps of the route are pending.

At Essex County Council there are significant pressures on finances with fuel, energy, and wage inflation. The government has nominated Essex County Council to take over Thurrock.

Cllr Boreham raised the frustrations with road closures including where signage is in place, but no works are taking place. There is no co-ordination and consolidation of works which would reduce the impact on residents and businesses. There are no warnings and often the diversions are incorrect. Cllr Barker noted the parish concerns.

The clerk requested an update on highway rangers' jobs and what plans are in place to complete these, Cllr Barker confirmed a new highway liaison officer had been appointed and she would confirm who this is.

Cllr Baker asked if there were any plans to support the elderly during the current energy crisis and through the winter. The parish council noted the concern and would consider a future event.

22/69 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

The official opening of the Hastoe housing development is scheduled for Monday 10th October at mid-day. Final details are being finalised by Hastoe.

Clerk responded to a request for an informal view on the diversion of footpath 4 and the extinguishing of footpath 8. Cllrs responded by email with no concerns and were supportive of what is a long running issue for the landowner.

The clerk has received a Freedom of Information request for fees relating to playing fields and maintenance carried out by parish councils. This will be responded to within the deadline.

Town and Parish Councils have been notified that Uttlesford has made a self-referral for possible breaches of the Home Standard, to the Regulator of Social Housing. This relates to the ongoing and unresolved concerns that the high standards of inspection (and where necessary, remedial works) on two key health and safety indicators cannot properly be demonstrated.

22/70 CLLRS REPORTS

22.70.21 - Cllr Reeve completed the playground inspection and there is nothing new to report. A short discussion took place on the fact the current equipment is challenging for the youngest age group. Cllrs noted the comment.

22.70.02 - Cllr Davis noted that the fallen tree obstructing footpath 95 has not been removed. Cllr Windley confirmed this had been reported to Essex Highways and the response is this is not a priority. The clerk was asked to contact the landowner for assistance.

Cllr Windley to report damaged footbridge at PRow junction of footpath 75 and 76.

22/71 PLANNING

22.71.01 – New Applications

| | |
|----------------|--|
| Application No | UTT/22/2267/HHF |
| Location | Spooners, Markhams Lane |
| Development | Proposed pre-fabricated timber summerhouse |

Cllr Sutton proposed no objection, this was seconded by Cllr Windley with all in agreement.

Signed
Robert Lodge (Chairman Parish Council)

Application No UTT/22/2336/HHF & UTT/22/2337/LB
 Location Cock and Bell House, The Street
 Development Alterations to improve the thermal performance of the key habitable rooms where previous works have taken place

Cllr Sutton proposed no objection, this was seconded by Cllr Boreham with all in agreement.

Application No UTT/22/2378/HHF & UTT/22/2379/LB
 Location Upper Harveys, Stagden Cross Road
 Development Erection of a Cart Lodge. Construction of an open green oak front entrance porch. Addition of a deeper window to the main bedroom with a pitched dormer over. Bi-Fold doors and velux windows to the cow shed. Removal of plasterboard ceiling in the cow shed to expose beams and remove a stud wall in the cow shed. Insert a window in the end of the cow shed

Cllr Sutton proposed a comment expressing the parish councils concern that the cart lodge as proposed is in front of the principal elevation of the listed building which is currently visible from the highway. If necessary, the parish council is of the view a more suitable location would be in the area of the existing outbuildings. This was seconded by Cllr Robinson with all in agreement.

Application No UTT/22/2388/HHF
 Location Pleshey Grange, Grange Road
 Development New wooden gates and brick piers

Cllr Sutton proposed no objection, this was seconded by Cllr Windley with all in agreement.

Cllr Boreham and Cllr Windley leave the meeting

Application No UTT/22/2183/CLE
 Location The Garage, The Street
 Development Use of separate workshop unit for motor vehicle preparation and repairs

County and District Cllr Susan Barker arrives during the debate on this application.

Cllr Reeve proposed that the parish council comments that application UTT/13/3041/FUL granted permission for the workshop currently in use, and subject to this application, in February 2014. Cllrs confirm the tenant rented a workshop on the Lodges site for a considerable time prior to February 2014 and as supported by the documents submitted with the application. This was seconded by Cllr Davis; the vote was three in support, and one abstain.

Cllr Boreham and Cllr Windley re-join the meeting

County and District Cllr Susan Barker gives a report, noted under agenda item 22.68, and then leaves the meeting.

22.71.02 – Decisions – For information only

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.
 Decision Conditional Approval

Application No UTT/22/1584/HHF
 Location Park View House, The Street
 Development Proposed single storey rear extension
 Decision Conditional Approval

Application No UTT/22/1591/HHF
 Location Shorts Farm, Chelmsford Road
 Development Demolition of existing rear extension, new two storey rear extension, single storey rear and side extension and alterations
 Decision Conditional Approval

Application No UTT/22/1692/HHF
 Location Brown's Barn, School Lane
 Development Section 73A Retrospective application for a pool house, with associated landscaping
 Decision Conditional Approval

22.71.03 - Uttlesford has secured funding to produce a district-wide design code, a planning document used in the preparation and assessment of planning applications for new development. See this link for further details, <https://uttlesforddesigncode.co.uk/> Cllrs considered the survey questions about what places, landscapes and buildings are distinct to Uttlesford (High Easter) and what is disliked. The clerk was asked to respond noting the conservation and historic core which is a common feature of many Essex villages, the mixed design such as the recently built Hastoe site and the continuing use of traditional materials. In terms of dislikes the meeting noted the conversation of agricultural buildings especially for business use which change their character, and the development from the 1990s at Old Vicarage Close where the scale of the properties is not in keeping with those on The Street.

22/72 PLAYING FIELD

22.72.01 – Works to repair the football pitch goal mouths has been completed and includes moving the goal sockets, adding caps over the original goal sockets and shortening the pitch. The smaller pitch will be used for the season to allow the worn areas to fully recover.

22.72.02 - A resident has raised concerns with the holes left by the net sockets. These are not standard goal post sockets and appear to be added by previous football teams. Parish Council to look to purchase 'bungs' to cover the holes if the appropriate size can be found.

22.72.03 – County Cllr Susan Barker indicated there may be grant funding available for the football nets, estimate of c.£500. The clerk will contact the football team and ask them to apply direct to the Essex Locality Fund as parish councils are not able to apply.

22.72.04 – The meeting retrospectively agreed to JCM Services cutting the hedges around the playing field including the Jubilee Wood at a cost of £480+vat.

22.72.05 – Cllrs considered a request for vehicles to park on the playing field for the 10k road race on 9th October. Given the unpredictable weather at this time of year and the need to protect the football pitch, Cllrs agreed not to allow any parking on the playing field. The village hall car park remains available to the event.

22/73 PARISH COUNCIL PROJECTS UPDATE

22.73.01 Repairs to village hall paths – the contractor has been asked to complete the works contracted by the parish council, any village hall requests will then be completed as a separate negotiation.

22.73.02 Essex Wildlife Trust, a vision for a wilder Essex. The meeting asked the Clerk to forward the information to the environmental project team for further consideration.

22.73.03 Other projects outstanding include electric charging point in the village hall car park, phase 2 play area.

22/74 RIDE LONDON/ESSEX 2022

In response to the online survey, the clerk was asked to respond and note that some residents experienced inconvenience due to the road closures. The response to acknowledge the £500 grant received to support the parish Jubilee celebrations.

22/75 COMMUNITY ACTIVITY FUND

Cllrs considered and were supportive of applying in the name of the parish council to the Essex Community Activity Fund to setup an exercise class for the elderly in the parish, this is subject to agreement on a venue in the parish and confirmation of the final business plan. Clerk to liaise.

22/76 FINANCE

22.76.01 The following payments for retrospective approval were paid between meetings due to time pressures. Cllr Sutton proposed they be retrospectively approved, this was seconded by Cllr Reeve with all in agreement.

| <i>PAYMENT TO</i> | <i>VALUE</i> |
|--|---------------------|
| Essex Compact Tractor Services – Reinstatement of ditch Essex Way | £ 190.00 |
| R C Boreham & Co Ltd – Digger hire for ditch repair inc VAT | £ 72.00 |
| High Easter Village Hall – hire for 2021/22 meetings | £ 190.00 |
| High Easter Village Hall – Bar costs for Jubilee thank you evening | £ 60.50 |
| Allison Ward – Nibbles for Jubilee thank you evening | £ 33.28 |
| Robert Lodge – Nibbles for Annual Meeting | £ 22.20 |

22.76.02 Cllr Sutton proposed the following payments for authorisation, this was seconded by Cllr Boreham with all in agreement.

| <i>PAYMENT TO</i> | <i>VALUE</i> |
|---|---------------------|
| Allison Ward - Parish Clerk July and August 2022 | £ 541.84 |
| Information Commissioners Office – Annual Data Protection Fee Renewal | £ 40.00 |
| Allison Ward – Mark Harrod invoice for goal post sockets inc VAT | £ 75.72 |
| JCM Services – Jubilee Meadow 2 nd cut inc VAT | £ 204.00 |
| JCM Services – Verge cutting 2 nd cut inc VAT | £ 1,433.88 |
| JCM Services – Repairs to goal mouths inc VAT | £ 1,020.00 |

22/77 ITEMS FOR NEXT MEETING - Nothing in addition.

22/78 DATE OF NEXT MEETING, Monday 3rd October at 7.30pm in the village hall.

TIME AND CLOSE OF MEETING 9.30pm