

HIGH EASTER PARISH COUNCIL

Clerk to the Council – Allison Ward
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Councillors are hereby summoned to attend the **Ordinary Parish Council meeting** which will be held in High Easter Village Hall on **MONDAY 5th JUNE 2023 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.

Signed 

Allison Ward, Clerk/RFO
28th May 2023

MEETING AGENDA

23/39 APOLOGIES FOR ABSENCE

Elected members who are unable to attend the meeting are requested to email the Clerk with their apologies ahead of the meeting.

23/40 DECLARATION OF INTERESTS FOR THIS MEETING

Members to declare interests for items on the agenda.

23/41 PUBLIC FORUM (Maximum 15 minutes)

Public questions or comments on items on this agenda or of local concern.

23/42 MINUTES OF ANNUAL PARISH COUNCIL MEETING 9th May 2023 for approval

23/43 COUNTY AND DISTRICT CLLRS REPORT

23/44 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

Stansted Airport Watch members update circulated to Cllrs including details of Annual Meeting on 14th June at 8pm at Priors Green Community Hall, Little Canfield.

Resident request for parish council's view on spraying arrow signs on highway for cycling/running events. Clerk has requested information of what is permitted from County Cllr Baker.

Essex County Council winter salt scheme 2023/24, notice to participate.

23/45 COUNCILLORS REPORTS

To include playground inspection.

23/46 PLANNING

23.46.01 – New Applications

Application	UTT/23/1059/FUL
Location	Wheats Farm, Stagden Cross Road
Development	Conversion of redundant buildings to 2 no. dwellings

The following two applications are for a Lawful Development Certificate for an Existing Use or Operation or Activity, including those in breach of a planning condition. This allows the applicants to obtain a decision from Uttlesford that a proposed use or works does not require planning permission and is lawful.

Application UTT/23/1267/CLE
 Location Malyons, Poplar Road
 Development Lawful development for the existing use of the buildings and land for commercial livery and breeding, operational development of stables, horse walker and extension to menage

Application UTT/23/1248/CLE
 Location Maidens Barn, Green Street
 Development Use of premises for making of bespoke furniture in accordance with the terms of planning permission UTT/19/1783/FUL for class E purposes

23.46.02 – Decisions – None

23/47 PARISH COUNCIL INSURANCE

Due for renewal 1 June, to note the existing policy has been rolled over pending a decision at this meeting.

23/48 MONDAY MUSTER PROJECT UPDATE

23.48.01 To record receipt of a grant from Active Essex of £1,660 to run the seated exercise class from May to July 2023. Meeting to receive an updated budget schedule.

23.48.02 To receive a draft safeguarding policy for approval.

23.48.03 To receive and approve the risk assessment for Monday Muster which has been circulated in advance of the first session for Cllr comment.

23/49 KING CHARLES III CORONATION

To receive a final expenditure report for the parish events.

23/50 PARISH PROJECTS

23/51 FINANCE

23.51.01 To receive the internal audit report and note the dates for notice of rights to inspect the accounts.

23.51.02 To confirm the following payments for authorisation.

PAYMENT TO	VALUE
Allison Ward - Parish Clerk May 2023	£ 296.92
JCM Services Amenity & Groundcare Ltd – 1 st cutting of verges inc VAT	£ 1,525.82
Chelmer Marquees Ltd – Coronation Event inc VAT	£ 915.42
R Lodge – Coronation Fireworks	Tbc
Coronation Expenses	Tbc

23.51.03 To record receipts in May 2023

23/52 ITEMS TO NOTE FOR THE NEXT MEETING – Bring forward

23/53 DATE OF NEXT MEETING Monday 3rd July at 7.30pm in the village hall.

TIME AND CLOSE OF MEETING