

**HIGH EASTER PARISH COUNCIL**  
**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL**  
**held in High Easter Village Hall on Monday 3<sup>rd</sup> April 2023**

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

County and District Cllr Susan Barker (leaving after item 23.08.01)

2 residents (leaving after item 23.08.01)

**23/01 APOLOGIES FOR ABSENCE** - All in attendance.

**23/02 DECLARATIONS OF INTERESTS FOR THIS MEETING** - None

**23/03 PUBLIC FORUM** - No points raised.

**23/04 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING**

Cllr Davis proposed the minutes of 6<sup>th</sup> March 2023 be accepted as a correct record this was seconded by Cllr Windley with all in agreement.

**23/05 COUNTY AND DISTRICT CLLRS REPORT**

District Cllr Susan Barker confirmed she had been knocking on doors as part of her canvassing for the district election on 4<sup>th</sup> May, the main issues raised by residents being dog fouling, pavement parking and the lack of street lighting beyond the lower entrance to the playing field. Cllr Baker asked that the parish council considers these concerns at some point in the future. The meeting also discussed the loud vehicle that is driving through the village between 5.50pm and 6.10pm, local policing team to be informed.

**23/06 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE**

UK Power Networks have notified of tree maintenance on the playing field which is necessary to prevent encroachment onto the overhead power cables, parish council has confirmed this is acceptable.

A request for the annual playground inspection has been submitted to Wicksteed. Confirmed 6-8 week wait.

Local Government Boundary Commission are consulting on changes to Essex County Council wards. Currently High Easter is part of the Dunmow ward. The consultation is open until 5 June, to be considered at next meeting.

Uttlesford notified Town/Parish Councils of the withdrawal of local highway panel funding to Essex County Council (ECC) following a breach in contract by ECC. The correspondence was circulated to the parish council.

**23/07 CLLRS REPORTS**

23.07.01 – Playground Inspection

Cllr Robinson is responsible for the playground inspection this month and will complete post the parish council meeting. Cllr Lodge to look at options to place matting in front of the gate to the play area now the ground conditions have improved.

23.07.02 – Other Reports

Cllr Windley highlighted the issue with erosion of the triangle at Bishops Green where vehicles cut the corners and asked if the parish council could consider solutions to protect from further damage. The meeting noted this is an issue for many of the green triangles in the parish, this will be added to a future agenda. Cllr Lodge added that

Signed  
 Robert Lodge (Chairman Parish Council)

Pump Green is also being damaged, and this is not helped by vehicle parking on the main Street, the Clerk was asked to write to residents for assistance.

Cllrs noted the recent heavy rainfall and whilst some localised highway flooding did occur, much of this drained away quickly, of particular note was School Lane where the works last year have been successful in significantly reducing flooding by the sewage works. Clerk to follow up on specific areas raised by Cllrs with landowners.

A village litter pick took place on Saturday 25<sup>th</sup> March, Cllr Lodge asked that a vote of thanks be recorded to those residents who supported the event, and to the many residents who regularly pick up litter around the village.

## **23/08 PLANNING**

Applications 23.08.01

The chairman opened this item to public participation for Cllrs to ask questions to aid their understanding.

Application No	UTT/23/0750/FUL
Location	Willow Farm, Slough Road
Development	Proposed partial site redevelopment and improvements comprising of a replacement dwelling, conversion of vacant building to family business offices, studio and storage, retention and refurbishment of existing storage and light industrial barn, landscaping and associated operational development.

Cllrs were encouraged by the sustainability of the proposals and by the applicant's intentions to redevelop on the existing footprint. The chairman closed the item to public debate. In conclusion Cllr Sutton proposed no objections to the application, this was seconded by Cllr Boreham with all in agreement.

*County and District Cllr Susan Baker and two residents leave the meeting.*

23.08.02 – Decisions to report

Application No	UTT/23/0370/PAJ3
Location	The Garage, The Street
Development	Prior Notification of installation of a 52 KWp roof mounted solar PV array for generation of renewable energy
Decision	Approved - Prior Approval Not Required

Application No	UTT/23/0012/LB
Location	Cock and Bell House, The Street
Development	Wall repairs to internal bathroom
Decision	Conditional Approval

## **23/09 GOVERNMENT CONSULTATION ON NIGHT-TIME NOISE ABATEMENT (STANSTED AIRPORT)**

On 27 March the government launched a 6-week consultation seeking views and evidence on what a night-time noise abatement objective should be for the noise-designated airports (Heathrow, Gatwick and Stansted) from October 2025. The Clerk has asked for guidance on the technical elements of the response from Stansted Airport Watch. Any response will be considered by Cllrs electronically as the deadline is before the next meeting.

## **23/10 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) 2022/23**

As the income of the parish exceeds £25k documents will need to be submitted for external audit. Review and authorisation of the AGAR will be carried forward to the May meeting as data is not yet available to complete all documentation.

## **22/11 VERGE CUTTING CONTRACT**

Essex County Council (ECC) has still to confirm its purchase order value for verge cutting 2023/24. For the last +10 years the value of the order has remained unchanged at £3,796.62. The Clerk has contacted ECC with a request to increase this given the current inflationary pressures, a response is pending.

Signed

Robert Lodge (Chairman Parish Council)

Cllr Lodge proposed the parish council accepts the quote of £3,814.56 ex VAT from JCM Services (existing contractor) to cut the verges in the parish three times per annum. This was seconded by Cllr Sutton with all in agreement.

### 23/12 CORONATION PARISH CELEBRATIONS

23.12.01 The joint coronation committee (parish council, village hall committee and church) has continued to meet to finalise plans for events on Sunday 7<sup>th</sup> May. Flyers detailing the plans are due to be distributed to every home in the parish in the next few weeks, Cllrs requested to assist with distribution.

23.12.02 The clerk confirmed an application has been made by the parish council to Uttlesford for a £700 coronation grant. The total cost of the celebrations including a tree is currently estimated at £1,300, the parish council confirmed it will provide a further grant to cover the shortfall.

23.12.03 Cllr Lodge and Cllr Boreham purchased and planted a copper beech on the playing field to commemorate the coronation. An estate style guard has been purchased and will be placed around the tree, and a plaque will be added once the guard is in place.

### 23/13 PARISH COUNCIL PROJECTS UPDATE

No further updates on electric charging points, vehicle activated sign for The Street, or play area phase 2.

The clerk confirmed tree guards had been ordered for both the coronation tree and platinum oak which was planted in 2022 in front of the village hall car park.

The last session of the seated exercise class (Monday Muster) took place on 3<sup>rd</sup> April, the Clerk will produce a final financial report for agreement of payments at the May meeting. To note this group is funded by grants from external bodies and the parish council.

The meeting considered the correspondence on Men's Shed projects, the Clerk was asked to contact the co-ordinator of the Barnston Men's Shed project to ask if this could be advertised in High Easter.

### 23/14 FINANCE

23.14.01 Cllr Windley proposed the following payment for authorisation, this was seconded by Cllr Reeve with all in agreement.

<i><b>PAYMENT TO</b></i>	<i><b>VALUE</b></i>
Allison Ward - Parish Clerk March 2023	£ 296.92
Allison Ward – Tree Guards inc VAT requirement to pay online	£ 1,008.00
Essex Association of Local Councils – Annual Subscription	£ 246.37

23.14.02 The Winter Warmer grant of £500 was received in March 2023, this is allocated to the Monday Muster project.

**23/15 ITEMS FOR NEXT MEETING** – There will be two meetings in May, the Annual Village Meeting and the Annual Parish Council meeting. These will take place on the same evening.

**23/16 DATE OF NEXT MEETING**, the date of parish elections is 4<sup>th</sup> May 2023 with new Cllrs taking office on Tuesday 9<sup>th</sup> May. In an election year, the Standing Orders require a meeting to take place within 14 days from the date Cllrs take office. As a result, the May meetings will take place on or after 9<sup>th</sup> May subject to the availability of the village hall.

**TIME AND CLOSE OF MEETING 8.40pm**