

HIGH EASTER PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
held in High Easter Village Hall on Monday 5th June 2023

Present: Cllrs Wendy Colgrave, Neil Reeve (chair), Janet Robinson, and the Clerk Allison Ward

1 resident (leaving after agenda item 23.46.01 brought forward item)

23/39 APOLOGIES FOR ABSENCE

Received from Cllrs Nigel Boreham, Robert Lodge, Lucy O'Connor and Paul Sutton, all holidays. The apologies were accepted by the meeting.

In the absence of the chair and vice chair, Cllr Robinson proposed Cllr Reeve as the chair for this meeting, this was seconded by Cllr Colgrave, Cllr Reeve accepted.

23/40 DECLARATIONS OF INTERESTS FOR THIS MEETING

Cllr Colgrave declared a non-pecuniary personal in agenda item 23.46.01 application UTT/23/1248/CLE as a previous personal objector to applications relating to the site.

23/41 PUBLIC FORUM – No matters raised

The chair proposed item 23.46.01, application UTT/23/1248/CLE be brought forward on the agenda, there were no objections.

23/46 PLANNING

23.46.01 – Applications

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

The clerk had forwarded two emails to the parish council from residents setting out their concerns with this application

Cllr Reeve opened the agenda item to contributions from the public and began the debate by giving a brief outline of the current status of the site in terms of its relevance to this application. The site received planning permission in 2019 for class B1 use (now class E). A subsequent application UTT/21/0313/FUL sought retrospective permission for the extensions and biomass unit, this was refused by Uttlesford in January 2023, the sole reason for refusal was the site as operated, was considered not be to class E. The decision has been appealed and in the meantime the applicant has submitted this application for a certificate of lawfulness which if issued by Uttlesford would confirm the site is complying with class E use.

A resident provided detailed input to the debate to help Cllrs understand resident's view. In summary the primary concerns are the scale of the operation and the detrimental impact the noise and odours emitted from the site are having on the neighbouring residents and surrounding countryside. Residents are of the view this current application fails to provide any new evidence to change the views expressed by residents and Uttlesford in the previous application. There are further concerns that the statements made in the applicant's submission, for example doors are kept shut, were not true and provide misleading information.

Cllr Reeve closed the item to public comment and invited Cllrs to consider. In conclusion Cllr Reeve proposed that the parish council comments that it fully supports the decision made by Uttlesford in application UTT/21/0313/FUL, and requests that a consistent approach is applied in the absence of any new information, this

Signed
 Robert Lodge (Chairman Parish Council)

was seconded by Cllr Robinson with all in agreement. The clerk was asked to support the parish council's response using evidence available on the applicant's website and from residents.

1 resident leaves the meeting

23/42 MINUTES OF THE ANNUAL COUNCIL MEETING, Cllr Reeve proposed the minutes of 9th May 2023 be accepted as a correct record this was seconded by Cllr Robinson with all in agreement.

23/43 COUNTY AND DISTRICT CLLRS REPORT

In the absence of County and District Cllr Susan Barker, Cllr Reeve who serves as a district councillor for Hatfield Broad Oak and the Hallingburys confirmed the first meeting of the council has taken place with the leadership and committee memberships being decided based on the political balance. The cabinet has been reduced to six members consisting of the leader, deputy leader and four others of which Cllr Reeve is one. Cllr Reeve confirmed his responsibilities have changed and he is now the portfolio holder for Environment and Climate Change whilst retaining his involvement in the investment board.

The Local Plan leadership group has also been nominated and work has re-commenced, Regulation 18 (public consultation on preferred sites for development and employment) is expected to be published in October 2023.

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

Stansted Airport Watch (SAW), news reports circulated to Cllrs including details of Annual Meeting on 14th June at 8pm at Priors Green Community Hall, Little Canfield. Cllr Colgrave is unable to attend, clerk to notify SAW.

A resident asked for the parish council's view on spraying arrow signs on the highway for cycling/running events, and signage not being removed post events.. Clerk has requested information of what is permitted from County Cllr Baker, a response is pending.

Essex County Council winter salt scheme 2023/24, notice to participate. Clerk to check salt stocks with Cllr Boreham. Cllr Colgrave proposed that the parish council continues to participate in the scheme, this was seconded by Cllr Robinson with all in agreement.

The annual play inspection has been completed by Wicksteed, the report is pending.

23/45 CLLRS REPORTS

23.45.01 – Playground Inspection

Cllr Reeve completed the monthly inspection and reported no new matters to consider,

23.45.02 – Other Reports

Cllr Robinson asked that thanks are recorded to Rob Stockman who has mowed the footpaths on the south side of The Street leading down towards the Essex Way. The clerk was asked to write to thank the resident.

23/46 PLANNING (continued)

23.46.01 Applications

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

The parish council notes receipt of the comments forwarded by a resident. The parish council would not wish to see the larger site, which is not part of this application, developed in such a way that changes the existing street scene and character of the surrounding area

Cllr Robinson proposed a comment that should Uttlesford be mindful to approve this application, the conditions ensure the existing hedgerow and tree lines remain and are enhanced to protect the character and setting in this visible location. This was seconded by Cllr Colgrave with all in agreement.

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,

This application seeks a certificate of lawfulness for the buildings which have been onsite for more than 4 years. Cllr Reeve proposed a comment noting the new extension to the stables needs to be a matter for consideration under an appropriate planning application. This was seconded by Cllr Colgrave with all in agreement.

23.46.02 – Decisions to report

Application No	UTT/22/3004/FUL
Location	Lawn Hall Farm, Hall Chase
Development	Proposed straw barn (phase 1) - amendments to that approved under UTT/20/2772/FUL
Decision	Conditional approval

Application No	UTT/22/3005/FUL
Location	Lawn Hall Farm, Hall Chase
Development	Proposed straw barn (phase 2) - amendments to that approved under UTT/20/2773/FUL
Decision	Conditional approval

Application No	UTT/22/2966/HHF
Location	Tarr Potts Farm, Slough Road
Development	Proposed erection of workshop and store
Decision	Conditional approval

23/47 PARISH COUNCIL INSURANCE

The clerk confirmed the existing policy with CAS has been rolled forward for a maximum of 14 days to allow the parish council to consider alternative options.

Three quotes have been obtained, BHIB £583.99, CAS (existing broker) £667.58, Zurich £700.98. The clerk reported parish council policies fit into standard bands based on population or precept, this means there is often little scope for reducing policy costs. One policy separately covers the war memorial and excluding from cover would reduce the cost, Cllrs were of the view the war memorial should be insured.

In conclusion Cllr Colgrave proposed the clerk contacts the brokers to determine if reductions are available but without reducing cover of assets and goes ahead with the lowest quote up to a maximum of £600, should this amount be exceeded the clerk will refer the matter back to the council, this was seconded by Cllr Robinson with all in agreement.

23/48 MONDAY MUSTER PROJECT UPDATE

23.48.01 The meeting noted receipt of a grant from Active Essex of £1,660 to run the seated exercise class from May to July 2023.

The clerk confirmed the budget submitted for the grant was received in full, however since the submission re-consideration has been given to how lunch is provided to avoid the reliance on volunteers. The lunch provision has now been contracted to Lilly's Kitchen which increases the overall budget to £1,820 and leaves an estimated shortfall of £160, Cllr Reeve proposed the shortfall be funded by a parish council grant, this was seconded by Cllr Robinson with all in agreement.

Signed
Robert Lodge (Chairman Parish Council)

23.48.02 To support the conditions of the grant and in accordance with best practice, the clerk had circulated a draft safeguarding policy. Cllr Reeve proposed the safeguarding policy as drafted be adopted, this was seconded by Cllr Colgrave with all in agreement.

23.48.03 The clerk had circulated a draft risk assessment in advance of the meeting, Cllr Reeve proposed the risk assessment as drafted be adopted, this was seconded by Cllr Colgrave with all in agreement. Clerk to forward to event lead.

23/49 KING CHARLES III CORONATION

The only outstanding item is a plaque for the coronation tree. Allowing an estimate for the plaque the actual cost of the parish coronation celebrations was £2,230 excluding the memento for children which was covered by the High Easter Educational Trust. The significant costs were the marquee £763, fireworks £573 and tree guard for coronation tree £420.

The cost was funded as follows, £900 Uttlesford grant, £120 village hall committee, £150 donation and £1,060 parish council grant.

23/50 PARISH PROJECTS

The meeting agreed to c/fwd the discussion on future projects to the July meeting to allow all cllrs to take part in the decisions. Cllr Robinson requested an event for the overs in the Autumn be included in the discussions.

23/51 FINANCE

23.51.01 The clerk confirmed the internal audit is pending and the report will be carried forward to the July meeting. The dates of notice for public rights to inspect the accounts will be confirmed once the audit is complete.

23.51.02 Cllr Reeve proposed the following payments, this was seconded by Cllr Robinson with all in agreement.

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward - Parish Clerk May 2023	£ 296.92
JCM Services Amenity & Groundcare Ltd – 1st cutting of verges inc VAT	£ 1,525.82
Chelmer Marquees Ltd – Coronation Event inc VAT	£ 915.42
R Lodge – Coronation Fireworks	£ 423.31
Wicksteed – Annual playground inspection inc VAT	£ 144.00
Andrea Davis – Coronation flowers for village entrance	£ 53.99

23.51.03 Receipts in May were £1,660 this being the Active Essex Grant, see item 23.48.01.

23/52 ITEMS FOR NEXT MEETING – Nothing in addition to items referenced on the agenda.

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

TIME AND CLOSE OF MEETING 9.10pm