


HIGH EASTER PARISH COUNCIL

Clerk to the Council – Allison Ward
Peartree Cottage, Slough Road, High Easter, Essex CM1 4RD
Telephone 01245 231798 E-mail allison.ward@tiscali.co.uk

Councillors are hereby summoned to attend the **Ordinary Parish Council meeting** which will be held in High Easter Village Hall on **MONDAY 4th SEPTEMBER 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
30th August 2023

MEETING AGENDA

23/68 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.

23/69 DECLARATION OF INTERESTS FOR THIS MEETING

Members to declare interests for items on the agenda.

23/70 PUBLIC FORUM (Maximum 15 minutes)

The Chair will invite questions and observations from members of the public present. A maximum time of 15 minutes will be allowed.

23/71 MINUTES OF ORDINARY PARISH COUNCIL MEETING 3rd July 2023 for approval.

23/72 COUNTY AND DISTRICT CLLRS REPORT

To receive any reports from County and District Cllrs.

23/73 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

Information on the Essex County Council consultation on its Essex Electric Vehicle Charge Point Strategy, see this link <https://www.essexhighways.org/uploads/downloads/safer-greener-healthier/essex-electric-vehicle-charge-point-strategy.pdf> which was published on 7 July with a deadline for responses at end July, was circulated to Cllrs. The strategy includes the statement, 'We will work with parish councils, local authority partners and health trusts to explore where opportunities could complement the strategy'.

Town and Parish Councils were invited to consider supplementary information to support their responses to the Local Plan Issues and Options (call for sites evaluations) which were originally submitted in 2021. There are no developments or changes which would amend the parish councils original response. The Regulation 18 consultation which will confirm preferred sites is expected to be published in the Autumn.

The village hall committee has confirmed a date has been agreed for the village first aid training. The parish council agreed to a grant of £120 towards the costs in February 2023 and this will be forwarded.

23/74 COUNCILLORS REPORTS

To include confirmation of monthly playground inspection, Cllr O'Connor.

23/75 PLANNING

23.75.01 – New Applications

The following applications have been validated since the July meeting and remain undecided by Uttlesford.

Application	UTT/23/1696/HHF
Location	Buttles, Stagden Cross Road
Development	Remodel of internal layout and construction of a double storey rear extension. replacement of existing window to new and compliant specifications and re-render to external finish.

Application	UTT/23/1912/HHF
Location	Lanterns, The Street
Development	Proposed side extension to pool house for new shower room/WC. New zinc roof with PV panels and timber cladding to pool house, swimming pool reshaping/sizing, Air Source Heat Pump (ASHP) and replacement patio - revised application to that approved under UTT/23/0314/HHF.

Application	UTT/23/2161/HHF
Location	Ramseys, High Easter Road
Development	Erection of a domestic store to serve existing dwelling.

The following application is for a lawful development certificate. This is a matter for Uttlesford to determine if the proposal is lawful and does not require planning permission.

Application	UTT/23/1745/CLE
Location	Tarr Potts, Slough Road
Development	Certificate of lawfulness for existing gates, fence and western access.

The following applications are 'prior notification' applications in respect of permitted development under Class R and Class Q. This is a matter for Uttlesford to determine if the proposal meets the requirements of the legislation and does not require planning permission.

Application	UTT/23/2017/PAQ3
Location	Agricultural Buildings, south of Quoins, Onslow Green
Development	Prior Notification of change of use of agricultural building to 5 no. dwellings

Application	UTT/23/2016/PAR3
Location	Agricultural building south of Quoins, Onslow Green
Development	Prior notification of change of use from an agricultural building to flexible commercial use.

23.75.02 – Decisions

Application	UTT/23/1614/HHF & UTT/23/1615/LB
Location	Mudwall Farm, Bishops Green
Development	Demolition of existing porch and erection of replacement porch
Decision	Refused

Application	UTT/23/1376/CLP
Location	Manns Cottage, High Easter Road
Development	Part first floor extension above existing ground floor extension.
Decision	Refuse certificate of lawfulness

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.
Decision	Refuse, certificate of lawfulness
Application No	UTT/23/0314/HHF
Location	Lanterns, The Street
Development	New zinc roof, with PV panels and cedar cladding to Pool House, Air Source Heat Pump (ASHP) and replacement patio
Decision	Conditional approval
Application No	UTT/23/0141/HHF
Location	Shorts Farm, Chelmsford Road
Development	Replacement garage/barn
Decision	Conditional approval
Application	UTT/23/1093/LB
Location	Tye Cottage, The Street
Development	Installation of secondary glazing to existing living room, dining room, bedroom 1, bedroom 2 and bathroom
Decision	Conditional approval

23/76 STANSTED AIRPORT DRAFT NOISE ACTION PLAN CONSULTATION 2024-2028

Guidance on matters to consider in responses has been received from Stansted Airport Watch and circulated to both Cllrs, and residents on the email distribution list. A further response submitted by a resident was also circulated to the parish council.

Parish council to consider whether to respond to the above consultation and if yes, to agree the key points. The deadline for town and parish councils to respond has been extended to 20th September. The deadline for public comments has now passed.

23/77 ESSEX COUNTY COUNCIL BUS NETWORK CONSULTATION 2023

Essex County Council (ECC) is consulting on the 15% of services across the county that are not commercially viable and where the transport providers will therefore not run them. These services are funded by ECC at a cost of £10m per annum.

The current service 17/18 which operates through High Easter on Tuesday, Thursday, Friday, and Saturday is one of the services at risk with the consultation proposing the service is withdrawn and the DigiGo service extended to cover the area currently serviced by the bus route. The current service would continue for 2 years to allow time for the contracts to be reviewed and consideration given to the alternative options.

Parish Council to consider whether to respond to the consultation, deadline for responding is 5 October.

23/78 CODE OF CONDUCT TRAINING

Cllr Colgrave attended the Code of Conduct training run by Uttlesford in July and will update the meeting. This will include consideration of whether to set up separate email accounts for Cllrs.

23/79 PLAYING FIELD

23.79.01 - To record completion of the following repairs.

(i) Cllr Boreham adjusted the gate on the access adjacent to Park House, and moved the bolt in order that one side can be bolted; this was works identified in the annual play area inspection. In addition, Cllr Boreham cleaned the sign on the gates and replaced.

(ii) Helex Ironwork Ltd (Alex Connett) completed the repairs to the beacon, which was then returned to position by Cllr Boreham and Cllr Lodge. The parish council is very grateful to Alex Connett for his work and for donating the materials and time for the works.

23.79.02 - To consider a request to use the beacon when the field is hired for a wedding in May 2024 and to agree how many days to charge for hire.

23.79.03 - To consider any hedge cutting requirements to the playing field and jubilee meadow.

23/80 PARISH PROJECTS UPDATES

23.80.01 - It has been confirmed the village hall is not available during the week, however it is available on Saturday 9th December, parish council to consider if this is a suitable date for an overs lunch.

23.80.02 – To report progress on project list attached to July 2023 minutes.

23/81 MONDAY MUSTER (SEATED EXERCISE GROUP)

23.81.01 - To receive the final accounts for the period May to July 2023. Total costs net of proceeds from lunch payments was £1,537.95. This was covered by the grant from Essex County Council of £1,660. The balance of £122.05 will be carried forward, see 23.81.02.

23.81.02 - To receive an update on the budget for the period September to December 2023. To note a grant of £600 was received from the Dunmow and Grange Park Runners who managed the High Easter 10k Road Race. Parish Council to retrospectively agree an application for a £500 grant to District Cllr Barkers grant fund.

23/82 FINANCE

23.82.01 To note receipt of the completion of the external audit and the other matters raised relating to independent verification of last years exemption from the limited assurance audit. The final documents will be posted on the website as is required.

23.82.02 To approve the following payments made between meetings due to time pressures. To note Monday Muster payments to Lodge Coaches (venue hire) £90, K Jackson Crosse (cake) £62, L Kelsey (cake) £8 and A Ward (food) £33.51 were paid from cash received, the balance of cash received was banked see item 23.82.04.

PAYMENT TO	VALUE
Mary Davis – Monday Muster (exercise lead provision) May to July 2023	£ 774.00
Lilly Kelsey – Monday Muster (food) May to July 2023	£ 720.00
Lodge Coaches – Pea shingle for Pump at Pump Green	£ 76.61

23.82.03 To approve the following payments.

PAYMENT TO	VALUE
Allison Ward - Parish Clerk July and August 2023	£ 593.84
Uttlesford District Council – Green Waste service 2022	£ 1,470.00
PKF Littlejohn – External Audit 22/23 (inc VAT)	£ 252.00
JCM Services – 2 nd verge cutting and 2 nd Jubilee Meadow cut (inc VAT)	£ 1,729.82
Information Commissioners Office – Annual subscription data protection fee	£ 40.00

23.82.04 To record receipts in July and August 2023; £301.56 Monday Muster donations for May to July 2023 of which £116.05 was banked after payments recorded in 23.82.02.

23/83 ITEMS TO NOTE FOR THE NEXT MEETING

23/84 DATE OF NEXT MEETING Monday 2nd October at 7.30pm in the village hall.

TIME AND CLOSE OF MEETING