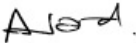


HIGH EASTER PARISH COUNCIL

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 6th NOVEMBER 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
31st October 2023

MEETING AGENDA

23/102 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.

23/103 DECLARATION OF INTERESTS FOR THIS MEETING

23/104 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.

23/105 MINUTES OF ORDINARY PARISH COUNCIL MEETING 2nd October 2023 for approval.

23/106 COUNTY AND DISTRICT CLLRS REPORT

23/107 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

Correspondence from residents concerned with the brightness of the replacement LED street lighting, and the lack of timers which meant the lights were on all night. Essex County Council is responsible for street lights and the Clerk contacted County Cllr Susan Barker for assistance. Following installation, works have been completed to dim the lights and to reduce the time they are left on.

Numerous exchanges of messages with County Cllr Susan Barker, Kemi Badenoch MP and neighbouring parish councils on the severe damage to verges and ditches through Rands Road and School Lane following the unplanned road closure of the B184 in mid-October. Correspondence is ongoing re repairs and future signage.

Since January 2023, a pilot booking system has been in place at Essex County Council (ECC) recycling centres. , ECC is now consulting on a proposal to retain a booking process permanently for all vehicles at their 21 recycling centres. To read the evaluation, supporting documents and to complete the survey, visit www.essex.gov.uk/recyclingcentrebookings, closing date is 22nd November.

Uttlesford Community Safety Partnership invited parish councils to attend an informal drop in coffee morning on 6th November at Stansted Mountfitchet Fire Station, re Community Speed Watches.

Fly tipping of a sofa at the junction of byway 104 and 105 was reported to Uttlesford in late October.

Uttlesford confirmed the playing field, village hall and allotments have all been removed from the list of Assets of Community Value, this is in line with parish council expectations.

RideLondon 2024 will take place on Sunday 26th May, RideLondon have written to the parish council offering to attend a meeting to outline proposals to support activities in the area, hear suggestions for overall improvements and further develop the Local Access Plans (LAPs) for residents and businesses. Parish council to confirm and suggest dates.

23/108 COUNCILLORS REPORTS

23.108.01 Monthly playground inspection, Cllr Robinson.

23.108.02 Other reports.

23/109 PLANNING

23.109.01 – New Applications

The following application is a ‘prior notification’ application 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/23/2534/PAQ3
Location	Agricultural Buildings South of Quoins, Onslow Green
Development	Prior Notification of change of use of agricultural building to 5 no. dwellings

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/23/2565/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 manage

Application	UTT/23/2578/HHF & UTT/23/2579/LB
Location	Heyrons, The Street
Development	Section 73A Retrospective application for alterations to approved scheme under UTT/0658/86 (extension to master bedroom wing and demolition of garage structure)

Application	UTT/23/2596/LB
Location	Little Birds, Bishops Green
Development	Proposed free standing mezzanine level and stairs within south bay of barn

23.109.02 – Decisions

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

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.
Decision	Conditional Approval

23.109.03 The Planning Inspector has notified the start of the written appeal for application UTT/21/0313/FUL, Maidens Barn, 'Section 73A Retrospective application for the erection of two side extensions to former barn and installation of a bio-mass boiler for disposal of wood'. Parish Council to consider its original response in relation to the reason for refusal by Uttlesford and agree whether any additional Parish Council comments are necessary, deadline 28th November.

23.109.04 The Local Plan Regulation 18 consultation will be published at the end of October. Parish Council to consider how to engage with and gather the views of local residents to help shape its response to the consultation. The parish council response will be confirmed at the December parish council meeting.

23/110 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.

23/111 PARISH COUNCIL RISK ASSESSMENT

Parish Council risk assessment assesses the risks that it faces and allows it to satisfy itself that it has taken adequate steps to minimise them. Parish Council to consider the draft circulated by the clerk.

23/112 PLAYING FIELD

Further to minute 23/97, October meeting, a quote for £550 to cut the perimeter playing field hedges was received and accepted. In addition, and at the request of the parish council a further quote for £650 was provided to cut back the dividing hedge between the playing field and Jubilee Meadow, which had not been cut for some years. The clerk circulated the quote and a majority of Cllrs responded that the works should proceed at the same time and before the weather conditions prevented the works. This meeting to retrospectively approve this decision.

23/113 VILLAGE HALL SOLAR PANELS

High Easter village hall committee is actively investigating a project to install solar panels on the village hall, correspondence was forwarded. Parish Council to consider writing to support the village hall committee project and to confirm any parish council grant opportunities. To note the village hall committee has submitted an expression of interest to the Uttlesford zero Carbon Communities Grant Scheme.

23/114 PARISH PROJECTS UPDATES

23.114.01 - Monday Muster, project update including provision of Christmas Lunch on 11th December and budgeted costs.

23.114.02 – To consider purchasing a bleed kit to place adjacent to the defibrillator cabinet at The Snug. And to update on progress re locations for additional defibrillators in the parish.

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

23/115 FINANCE

23.115.01 Online banking with the cooperative bank has successfully been set up, Cllrs Boreham, Lodge and Robinson have authorisation access, and the Clerk has read only access. The first online payments will be made for this month's transactions. Further work is ongoing to update the bank mandate and to set up a savings account.

23.115.02 To consider a grant to Essex and Herts Air Ambulance following receipt of a letter from the organisation. To note a grant of £250 was given in November 2022.

23.115.03 To approve the following payment.

PAYMENT TO	VALUE
Allison Ward – Parish Clerk October 2023	£ 296.92
JCM Services – Verge Cutting 3 rd cut	£ 1,525.82
Paul Brown – Annual grass cutting playing field	£ 1,725.00
JCM Services – Hedge cutting playing field	£ 660.00
JCM Services – Jubilee Meadow 3 rd cut	£ 204.00

23.115.04 To record receipts in October.

23/116 ITEMS TO NOTE FOR THE NEXT MEETING

Uttlesford Draft Local Plan Regulation 18 consultation response

23/117 DATE OF NEXT MEETING Monday 4th December at 7.30pm in the village hall.

TIME AND CLOSE OF MEETING