

HIGH EASTER PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
 held in High Easter Village Hall on Tuesday 2nd January 2024

Present: Cllrs Nigel Boreham, Neil Reeve, Paul Sutton (chair), and the Clerk Allison Ward

No residents

23/133 APOLOGIES FOR ABSENCE

Cllr Wendy Colgrave and Cllr Lucy O'Connor sent apologies to the meeting due to personal reasons, Cllr Lodge was unwell and unable to attend. The meeting accepted the apologies.

23/134 DECLARATIONS OF INTERESTS FOR THIS MEETING

Cllr Neil Reeve declared a personal interest as an Uttlesford District Councillor for Hatfield Broad Oak and the Hallingburys ward, a member of the Uttlesford Cabinet, and the chair of the Uttlesford Zero Carbon Communities Grant Scheme.

23/135 PUBLIC FORUM – No public present.

23/136 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING, Cllr Reeve proposed the minutes of 4th December 2023 as circulated be accepted as a correct record this was seconded by Cllr Sutton with all in agreement.

23/137 COUNTY AND DISTRICT CLLRS REPORT

County and District Cllr Barker sent apologies to the meeting.

Cllr Reeve updated the meeting on an extraordinary Uttlesford council meeting called to discuss the Leader's proposed response to the letter received from the Secretary of State for Levelling up, Housing and Communities. Cllr Reeve commented this relates to the local plan timetable which is on target to meet government timescales.

23/138 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

Nothing to report

23/139 CLLRS REPORTS

23.139.01 – The clerk carried out the playground inspection and confirmed no new issues.

23.139.02 – No further reports to note.

23/140 PLANNING

23.140.01 – New Applications

Application No	UTT/23/3211/PAQ3
Location	Agricultural Buildings at Wheats Farm, Stagden Cross Road
Development	Prior Notification of change of use of agricultural buildings to 5 no. dwellings

Cllr Sutton proposed the following observations on this application,

- a. Footpath 43 is in close proximity to dwelling 4 with no separation between the footpath and dwelling, the parish council asks that Uttlesford ensure the footpath is accessible at all times in accordance with the definitive map.

Signed
 Robert Lodge (Chair Parish Council)

- b. Additional buildings on the site including one of the larger buildings remain in agricultural use as no application for change of use of the rear buildings has been submitted. The parish council is unclear how the proposed residential dwellings would operate alongside agricultural units.

This was seconded by Cllr Reeve with all in agreement.

Application No	UTT/23/3151/FUL
Location	Stables at Malyons, Poplar Road
Development	Section 73a retrospective approval for retention of hay store extension to stables Complex

Cllr Reeve proposed the parish council objects to this application due to,

- Visual impact – extension is higher than the existing stable complex
- Design – extension is untraditional design with a monopitch roof

In addition the parish council asks that Uttlesford verify the access to footpath 92 to ensure it is not obstructed by the extension, and that the retrospective use is clarified given the information supplied by the applicant in the planning, design and access, and heritage statement. This was seconded by Cllr Sutton with all in agreement.

Application No	UTT/23/3054/HHF & UTT/23/3055/HHF
Location	Harpers, Shooters Hatch Road
Development	Single storey extension. Internal and external alterations

Cllr Sutton proposed no objection, this was seconded by Cllr Reeve with all in agreement.

Application No	UTT/23/3008/HHF
Location	Bishops, Bishops Green
Development	Installation of new package treatment plant

Cllr Sutton proposed the parish council comments on the mobile home that has been placed on the tennis court, (the parish council is of the view planning permission is required) and asks that Uttlesford verify the proposed treatment plant is for the use of the main dwelling only. This was seconded by Cllr Reeve with all in agreement.

23.140.02 – Decisions

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

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 menage
Decision	Approve Certificate of Lawfulness

23/141 PARISH DEFIBRILLATORS

Residents have given approval for defibrillators to be installed at the Punch Bowl ‘bus stop’ and at The Spotted Dog. Uttlesford planning has confirmed both require listed building planning consent and have provided a summary of the information required. The meeting confirmed no defibrillators can be ordered until planning permission is received.

The parish council agreed to submit the planning applications, Clerk to progress and prepare requested documentation and pass to Cllr Sutton for approval before submitting.

23/142 PARISH PROJECTS UPDATES

23.142.01 – Cllr Colgrave sent a report on the Christmas lunch which was organised by the parish council for the Monday Muster group and other retired members of the community. The event was a great success and the parish council wishes to record its thanks to those who provided and prepared food and drink, to the village hall for

Signed
Robert Lodge (Chair Parish Council)

supplying the crockery, glasses and cutlery, to Lodges for the use of their venue, and to the volunteers who came along on the day to serve and wash up. The only cost for the event was the hire of the oven at £70, all other items and time were donated.

23.142.02 – The clerk presented the financial report for Monday Muster from September to December 2023, this was accepted by the meeting. The total expenditure was £1,875 and was offset by donations and grants totalling £1,746. The surplus of £129 will be carried forward to support Monday Muster 2024.

23.142.03 – The meeting discussed funding of Monday Muster in 2024 and agreed it was a valued community service which helps to reduce social isolation and improve mental health, it further agreed to consider options for funding the full year estimated at £4k rather than by term, the clerk was asked to look at funding to cover a minimum 50% of the cost with the parish council agreeing to cover the balance.

23.142.04 – No further progress on other projects.

23/143 TENDERS 2024

The meeting confirmed three tenders would be issued with details and requirements remaining unchanged.

1. Grass cutting for the playing field – 2 years, 2024 and 2025
2. Jubilee Meadow and playing field strimming – 2 years 2024 and 2025
3. Verge cutting – 1 year 2024

Clerk to issue with a target to consider at the March meeting.

23/144 PRECEPT 2023/24

23.144.01 – The Clerk presented the quarterly accounts to end of December 2023, Cllrs accepted the reports as presented. The closing cash balance at end of December is £44,634.

23.144.02 - The Clerk prepared a draft budget which was considered and discussed by Cllrs. In conclusion Cllr Reeve proposed the precept for 2024/25 be set at £22,500 which will show as a 6.6% increase on the parish council portion of residents council tax invoices, the equivalent of £3.95 per annum for an average band D property. The justification for the increase is the higher costs to maintain services and a move to subsidise the Monday Muster group. This was seconded by Cllr Boreham with all in agreement.

23/145 FINANCE

23.145.01 Further to the request from the village hall reported in the December meeting item 23/123, Cllr Boreham proposed a grant of £2,500 is made to High Easter Village Hall Committee to support the installation of solar panels on the roof of the village hall, this was seconded by Cllr Sutton with all in agreement. The clerk shared information received from the village hall committee confirming zero VAT on energy saving materials (ESM) only applies to domestic properties, however the chancellor's autumn statement confirmed VAT relief on the installation of ESMs will be extended further, confirmation is expected during January.

23.145.02 Cllr Boreham proposed the following payments are approved, this was seconded by Cllr Sutton with all in agreement.

<i>PAYMENT TO</i>	<i>VALUE</i>
Allison Ward – Parish Clerk December 2023	£ 322.92
Mary Davis – Monday Muster class September to December 23	£ 1,032.00
Lilly Kelsey – Monday Muster class September to December 23 (paid from cash received)	£ 240.00

23.145.03 Cash receipts from Monday Muster September to December 23 totalled £492.58. Food expenses paid directly from petty cash totalled £174.08, plus Lilly Kelsey support £240, leaving a balance of £78.50 to bank.

23/146 ITEMS FOR NEXT MEETING – Nothing in addition

23/147 DATE OF NEXT MEETING, Monday 5th February 2024 at 7.30pm in the village hall.

TIME AND CLOSE OF MEETING 9.00pm

Signed
Robert Lodge (Chair Parish Council)