

HIGH EASTER PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
held in High Easter Village Hall on Tuesday 9th April 2024

Present: Cllrs Nigel Boreham, Robert Lodge (chair), Lucy O'Connor, Neil Reeve, Paul Sutton, and the Clerk Allison Ward

County and District Cllr Susan Barker (leaving after 24/051)

No residents

24/01 APOLOGIES FOR ABSENCE

Cllr Wendy Colgrave (holiday) and Cllr Janet Robinson (holiday) sent apologies to the meeting. The meeting accepted the apologies.

24/02 DECLARATIONS OF INTERESTS FOR THIS MEETING

Cllr Boreham declared a disclosable pecuniary interest in agenda item 24.08.01 application UTT/24/0618/FUL as the applicant.

Cllr Lodge declared a personal prejudicial interest in agenda item 24.08.01 application UTT/24/0618/FUL as a close friend of the applicant, and a business associate.

Cllr Sutton declared a personal prejudicial interest in agenda item 24.08.01 application UTT/24/0703/PAJ3 as the agent for the application.

Cllr Neil Reeve declared a personal interest as an Uttlesford District Councillor for Hatfield Broad Oak and the Hallingburys ward and a member of the Uttlesford Cabinet.

24/03 PUBLIC FORUM – No public present.

24/04 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING, it was resolved to approve the minutes of the meeting held on 4th March 2024 (proposed by Cllr Lodge, seconded by Cllr Sutton with all in agreement).

24/05 COUNTY AND DISTRICT CLLRS REPORT

Cllr Barker began by congratulating the parish council on their litter pick and the village hall committee for the organisation of the Easter Egg hunt. The following update was provided,

1. Uttlesford Local Highways Panel will no longer look at larger schemes, their scope will return to the smaller tasks.
2. This year County Cllrs will be allocated resources to repair potholes on residential roads and footpaths in their wards, this is a change from previous years when Cllrs could nominate potholes anywhere in the ward.
3. The Department of Education has taken over the site for the relocation of Helena Romanes all through school, the target is for the primary school to open in September 2025 and the secondary school in September 2026.
4. There have been some 'bin collection' issues post Easter which is largely due to sickness. The review and recommendations following the issue with the waste license earlier in the year is due to go to the Scrutiny Cabinet and full council for consideration in the next month.
5. Local Plan, all responses to Regulation 18 consultation are now available to view on the Uttlesford website. These comments are being analysed to determine Regulation 19 which remains on target for consultation in the summer.
6. Kemi Badenoch will be visiting the parish to meet with Cllrs to discuss the issues with motorised vehicles using byway 71.
7. Cllrs and Cllr Barker shared common views on possible solutions to the highway flooding on the High Easter Road by Albans (Barnston parish). It was noted there is goodwill from local landowners to find a solution, however any solution must not move the issue elsewhere. Cllr Barker continues to liaise with the parties.

Signed
 Robert Lodge (Chair Parish Council)

County and District Cllr Barker leaves the meeting.

24/06 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

The post office outreach service have been in contact with the parish council to advise the post office are proposing to change the current service to a van operation which will visit the parish every Friday for one hour between 1pm and 2pm. This will take effect from early May. The parish council had little choice but to accept the proposal, however, have raised concerns with the reduced service and been advised this is all that is currently available.

Kemi Badenoch MP is due to meet representatives from the parish council in mid-April to discuss the issues with motorised vehicles damaging the byways and being directed via sat navs. Currently byway 71 has a temporary closure whilst the surface recovers and is repaired following several incidents of vehicles becoming stuck in January/February.

Uttlesford has published the responses to the draft Local Plan consultation and these are on the consultation portal via the council's website: www.uttlesford.gov.uk/new-local-plan. Cllr O'Connor and Cllr Sutton attended a Local Plan update meeting at the end of March on behalf of the parish council.

A successful litter pick took place at the end of March, the parish council wishes to record its thanks to all those who assisted on the day and who regularly pick up litter.

Essex County Council is consulting on the draft Minerals Local Plan 2025 to 2040. There are no sites put forward in High Easter. The closest sites are at Chalk End (Roxwell) which would be accessed from the A1060. Documents can be viewed at this link, <https://www.essex.gov.uk/replacement-essex-minerals-local-plan-review-2025-2040> Deadline for responding is 9th April.

Ride London event takes place on Sunday 26th May, there will be restrictions in place with road closures, information is available at <https://www.ridelondon.co.uk/community-info/community-info>

24/07 CLLRS REPORTS

24.07.01 – Cllr Sutton carried out the playground inspection, there are no new issues.

24.07.02 – Cllr Reeve had carried out maintenance on the fruit trees in the Jubilee Meadow and the parish council commemorative trees. It was noted three fruits trees had been lost along with some infill trees.

24.07.03 – Cllr Reeve reported that he had spoken (not on behalf of High Easter Parish Council) at the planning committee meeting in support of application UTT/23/3179/HHF and UTT/23/3180/LB to instal solar panels at 2 Parsonage Farm Barns. Cllrs noted the conflict between planning framework and energy efficiency.

24.07.04 – Cllrs agreed the wreaths at the war memorial can be disposed of; Cllr Sutton to action.

24.07.05 – Cllr O'Connor raised the condition of the VAS sign by Parsonage Barns which appears to not be fully operational. Cllr Lodge to clean the sign to see if this improves the situation.

24.07.06 – Following on from the discussion at 24.07.03, Cllr Lodge proposed 10 new 'mature' trees are purchased and planted in the meadow up to a maximum of spend of £650. This was seconded by Cllr Reeve with all in agreement, Cllr Lodge to action.

24/08 PLANNING

24.08.01 – New Applications

Application No	UTT/24/0586/LB
Location	Little Birds, Bishops Green
Development	Proposed free standing mezzanine level and stairs within South bay of barn

Cllr Sutton proposed support of this application, this was seconded by Cllr Lodge with all in agreement.

Signed
Robert Lodge (Chair Parish Council)

The order in which the applications were considered was changed at this point

Application No UTT/24/0742/HHF
 Location Bishops, Bishops Green
 Development Demolition of a tennis court and proposed outbuilding and driveway

Cllr Sutton proposed the parish council raises concerns regarding the size of the outbuilding and its potential to easily be converted to a residential dwelling. This was seconded by Cllr Lodge with all in agreement.

Application No UTT/24/0703/PAJ3
 Location High Easter Village Hall
 Development Prior Approval for Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings

Cllr Lodge proposed support of this application, this was seconded by Cllr O'Connor, with 4 in favour 1 abstention.

Cllr Boreham and Cllr Lodge leave the meeting. Cllr Sutton takes the chair.

Application No UTT/24/0618/FUL
 Location Agricultural Buildings South Of Quoins Onslow Green
 Development Demolition of 3 no. barns and erection of 5 no. houses with associated landscaping

Cllr Sutton proposed that whilst the parish council recognises this application is a much-improved scheme that is more attractive and in keeping to that previously approved (UTT/23/2634/PAQ3), there remains some concerns.

1. Design - The surrounding landscape is made up of historic farmhouses and other dwellings, sparsely spread across a wide area. There are no close groups of housing in the vicinity; the parish council would prefer to see a development more in keeping with the character and appearance of the surrounding area.
 2. Sustainability – Given the sites isolation, occupants would be reliant on cars for all amenities. Access is via a narrow lane part of which is protected, the increase in traffic would be likely to have a detrimental impact on the lanes character and appearance, with increases in verge erosion and disturbance to neighbours and wildlife.
- This was seconded by Cllr O'Connor with all in agreement.

Cllr Boreham and Cllr Lodge return to the meeting, Cllr Lodge resumes the chair.

24.08.02 – Decisions

Application No UTT/24/0393/LB
 Location Punch Bowl, The Street
 Development Proposed installation of live saving equipment to be secured to a wall of a grade II listed building
 Decision Conditional approval

Application No UTT/24/0377/HHF and UTT/24/0378/LB
 Location Punch Bowl, The Street
 Development Proposed insertion of windows to rear elevation within later addition of ground floor and associated works including repairs to modern timber framed wall.
 Decision Conditional approval

Application No UTT/24/0138/HHF & UTT/24/0139/LB
 Location Upper Harveys, Stagden Cross Road
 Development Construct a Timber Orangery, remove concrete pebble dash render and re-render with smooth lime render painted cream. Install entrance gate with brick piers and side walls.
 Decision Refused

Application No UTT/23/3179/HHF & UTT/23/3180/LB
 Location 2 Parsonage Barns, High Easter Road
 Development Proposed mounting of 20 photo voltaic panels on the west facing, single story roofs of the converted cart shed and outbuilding attached to the main barn.
 Decision Conditional approval

Signed
 Robert Lodge (Chair Parish Council)

24.08.03 Appeals

The parish council notes the decision by the planning inspector to refuse application UTT/21/0313/FUL, Maidens Barn, retrospective application for ‘retention and completion of two side extensions to former barn and installation of a bio-mass boiler for disposal of wood.’ The parish council has asked Uttlesford to confirm next steps.

The parish council had no further comments following notification of a written appeal to be decided by the planning inspector for application UTT/23/0438/FUL, land adjacent to Belchers, The Street, ‘Change of use from agricultural grass land to residential with the construction of 1 no. dwelling’.

24/09 GOVERNMENT NIGHT FLIGHT CONSULTATION

This impacts night flights from Stansted, the consultation can be viewed at this link, <https://www.gov.uk/government/consultations/night-flight-restrictions-heathrow-gatwick-and-stansted-airports-from-october-2025/night-flight-restrictions-heathrow-gatwick-and-stansted-airports-from-october-2025>

The clerk was asked to circulate the Stansted Airport Watch guidance to residents on the email distribution, and to defer a final decision on its response to the next meeting, deadline for responses is 22nd May 2024.

24/10 LIFE-SAVING EQUIPMENT

Following approval of application UTT/24/0393/LB, the clerk suggested applying for a government defibrillator grant, this would cover 50% of the cost with matching funds required from the parish council of £750+vat. Cllr Lodge proposed the grant is applied for, this was seconded by Cllr O’Connor with all in agreement.

The meeting noted a further listed building application was submitted by the parish council to Uttlesford at the end of March for life-saving equipment to be placed at The Spotted Dog, this is pending validation.

24/11 NEW PARISH COUNCIL POLICY

Following the management and financial risk review in March 2024, item 23/172,

24.11.01 Reserve’s policy – This sets out the different type of reserves and how the parish council will access the value of these for each year. Cllr Reeve proposed the parish council accepts the policy drafted by the Clerk as circulated, this was seconded by Cllr Lodge with all in agreement. The clerk to place on the website.

24.11.02 Health and Safety policy – C/Fwd to next meeting.

24/12 80TH D-DAY ANNIVERSARY EVENT

Cllr Boreham to be responsible for setting up and managing the lighting of the beacon at 9.15pm on Thursday 6th June. The village hall committee has confirmed the bar will be open from 8pm to 10pm. Clerk to provide risk assessment for approval.

The church has agreed to fly a commemoration D-Day flag and this has been purchased by the parish council and passed to the church.

24/13 FINANCE

24.13.01 The meeting noted the schedule of receipts (£677) and payments (£1,576) for Monday Muster January to March 2024. This confirms a deficit of £901 to be funded from precept.

24.13.02 The meeting received the financial report for the year ending March 2024, Cllr Reeve proposed this is accepted, this was seconded by Cllr Lodge with all in agreement. There were no matters of concern and the Clerk will prepare the Annual Governance and Accountability Statement for approval at the May meeting.

Cllr Lodge declared a pecuniary interest in the payment to Lodge Coaches as a director of the company.

24.13.03 Cllr Sutton proposed the following payments for authorisation, this was seconded by Cllr O'Connor, with all in agreement.

PAYMENT TO	VALUE
Allison Ward – Parish Clerk March 2024, plus postage for planning applications	£ 329.42
Newton Flag Makers Ltd – D-day flag (to be paid by clerk as bought online)	£ 34.80
Essex Association of Local Councils – Annual subscription	£ 248.57
Rural Community Council of Essex – Annual subscription	£ 59.70
D M Tuttlebury – plans and work on life-saving equipment planning applications	£ 250.00
M Davis - Monday Muster supply of session for 11 weeks	£ 946.00
L Kelsey – Monday Muster support of session for 8 weeks	£ 160.00
Lodge Coaches – Monday Muster hire of venue inc VAT	£ 396.00

24.13.04 The clerk confirmed £200 had been received into the bank account during March 2024 from High Easter village hall committee for football pitch hire fees. There were no other receipts.

24/14 ITEMS FOR NEXT MEETING to include

- a. Review and authorisation of Annual Governance and Accountability Statements
- b. Parish council response to government consultation on night flights
- c. Review of parish council policies
- d. Consideration of Health and Safety policy

24/15 DATE OF NEXT MEETING, the meeting agreed to change the advertised date of the next meeting to Tuesday 14th May at 7.00pm due to non-availability of Cllrs. There will be two meetings on this evening, the first will be the Annual Parish Meeting, this will be followed by the Annual Meeting of the Parish Council.

TIME AND CLOSE OF MEETING 9.30pm

Signed
Robert Lodge (Chair Parish Council)