


# HIGH EASTER PARISH COUNCIL

*Clerk to the Council – Allison Ward*  
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Councillors are hereby summoned to attend the **Ordinary Parish Council meeting** which will be held in High Easter Village Hall immediately following the Annual Village Meeting which starts at 7.30pm, on **MONDAY 1<sup>st</sup> JULY 2024** 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  
26<sup>th</sup> June 2024

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## MEETING AGENDA

### 24/55 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.

### 24/56 DECLARATION OF INTERESTS FOR THIS MEETING

Members to declare interests for items on the agenda.

### 24/57 PUBLIC FORUM (Maximum 15 minutes)

### 24/58 MINUTES OF ANNUAL PARISH COUNCIL MEETING 3<sup>rd</sup> June 2024 for approval.

### 24/59 COUNTY AND DISTRICT CLLRS REPORT

### 24/60 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

Hedgehogs R Us Highway Project information circulated to Cllrs.

The draft new model financial regulations will be considered over the summer and brought to the September meeting for ratification.

### 24/61 COUNCILLORS REPORTS

24.61.01 Cllr Robinson to report on the monthly playground inspection for June. Cllr Boreham to inspect in August.

24.62.02 Other Cllr Reports

### 24/62 PLANNING

24.62.01 – New Applications

Application	UTT/24/1572/FUL
Location	Agricultural Buildings At Wheats Farm Stagden Cross Road
Development	Demolition of agricultural building and erection of three dwellings

#### 24.62.02 – Decisions, for information only

Application No	UTT/24/0350/HHF & UTT/24/0351/LB
Location	Lanterns, The Street
Development	Removal of two existing staircases, installation of new staircases with related alterations including a glazed screen to living room and blocking up of external doorway to rear elevation. Replacement of rear flat roof covering with a different covering with new roof light
Decision	Conditional Approval
Application	UTT/24/1130/LB
Location	Upper Harveys, Stagden Cross Road
Development	Remove concrete pebble dash render and re-render with smooth lime render painted cream
Decision	Conditional Approval
Application	UTT/24/1158/HHF
Location	Upper Harveys, Stagden Cross Road
Development	Install timber entrance gate with brick piers and side walls
Decision	Conditional Approval
Application	UTT/24/0380/HHF
Location	4 Bishops Green Villas, Bishops Green
Development	Re-siting of front gates to driveway and wall to side
Decision	Refused

24.62.03 – Uttlesford Local plan timetable has moved by two weeks due to the general election, regulation 19 consultation expected to start in August, this will run for 8 weeks. As this will be published during the summer break, parish council to confirm any communication to residents.

#### **24/63 PLAYING FIELD**

- 24.63.01 To receive the tree survey report and agree next steps.
- 24.63.02 To consider a draft hire agreement and risk assessment for use of the playing field by football teams and when used by third parties for events either with or without a fee.
- 24.63.03 To consider any changes necessary to the football pitch to aid recovery of surface.

#### **24/64 GENERAL MAINTENANCE/PROJECTS**

- 24.64.01 Update from Cllr O'Connor on works to war memorial.
- 24.64.02 Update on repairs and costs to circular seat on Pump Green.
- 24.64.03 To receive an update on costs for the defibrillator installation at The Spotted Dog.
- 24.64.04 To receive an update on August garden teas.

#### **24/65 FINANCE**

- 23.65.01 To receive the quarterly reports for April to June 2024.

23.65.02 To retrospectively approve the following payments which were made between meetings due to payment terms.

<b>PAYMENT TO</b>	<b>VALUE</b>
Ormsby Electrical Ltd – Punchbowl defib installation	£ 300.00
Essex Tree Brothers – Tree survey inc VAT	£ 678.00

23.65.03 To confirm the following payments for authorisation.

<b>PAYMENT TO</b>	<b>VALUE</b>
Allison Ward - Parish Clerk June 2024	£ 322.92
Allison Ward – Bleed Kit inc VAT	£ 113.98
D Tuttlebury – Additional planning consultancy costs relating to defib applications	£ 70.00
TBC – Defibrillator at Spotted Dog	tbc

23.65.04 To record receipts in June 2024.

**24/66 ITEMS TO NOTE FOR THE NEXT MEETING**

**24/67 DATE OF NEXT MEETING** Monday 2<sup>nd</sup> September at 7.30pm in the village hall.

**TIME AND CLOSE OF MEETING**