

HIGH EASTER PARISH COUNCIL
MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
held in High Easter Village Hall on Monday 1st July 2024

Present: Cllrs Nigel Boreham (arriving during item 24/59), Wendy Colgrave, Robert Lodge (chair), Lucy O'Connor, Neil Reeve, and the Clerk Allison Ward

County and District Cllr Susan Barker (leaving after agenda item 24/59)

24/55 APOLOGIES FOR ABSENCE

Cllr Janet Robinson (holiday) and Cllr Paul Sutton (holiday) sent apologies which were accepted by the meeting.

24/56 DECLARATIONS OF INTERESTS FOR THIS MEETING – None.

24/57 PUBLIC FORUM – No public present

24/58 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING, it was resolved to approve the minutes of the meeting held on 3rd June 2024 (proposed by Cllr Reeve, seconded by Cllr O'Connor with all in agreement).

24/59 COUNTY AND DISTRICT CLLRS REPORT

Cllr Boreham arrives

The Local Plan timetable has been delayed by two weeks due to the general election. Papers for the meeting of the Local Plan Panel will be published on 5th July, this meeting will be followed by a cabinet meeting on 18th July and an extraordinary council meeting on 30th July. Assuming the Plan is approved for publication there will be an 8-week consultation starting 8th August.

Cllr Barker confirmed support to the parish councils request for a grant from the Uttlesford ward members fund of £500 towards the defibrillator at The Spotted Dog, Clerk to liaise and complete the relevant paperwork.

The Clerk confirmed the issue with streetlights either not working or being too bright close to properties continues with no action being taken despite the numerous requests. Cllr Barker confirmed she would write to the Essex cabinet member for assistance.

County and District Cllr Susan Barker

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

The meeting noted the information from Hedgehogs R Us Highway Project,

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

24/61 CLLRS REPORTS

24.61.01 – The Clerk carried out the playground inspection, there are no new issues. Cllr Boreham to complete the July inspection.

24.61.02 – Other Reports

Cllr O'Connor noted the 30mph signage at the Bury is now obstructed by vegetation, Cllr Colgrave to action along with the 'bend' sign at Clatterford End heading towards High Easter.

Signed
 Robert Lodge (Chair Parish Council)

Cllr Lodge confirmed he will trim the tree at Pump Green, Cllrs then had a general discussion on overgrown hedging particularly at junctions where it obscures visibility for road users. Cllr Reeve to speak to residents around Pump Green, Clerk to contact Essex Highways and Rural Policing team for latest guidance on how situations which cause highway safety concerns can be enforced.

Cllr Colgrave reported that footpath 94 has been cropped and no path made through the field, (log ref 2928557).

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

Cllr Lodge proposed the parish council objects to this application due to overdevelopment of the wider site in an unsustainable location. In addition, the parish council is of the view the existing building should be redeveloped in line with the approval for the other buildings on the site and not demolished, it objects to additional buildings being added to the site where there are currently none and lack of visitor parking. This was seconded by Cllr Reeve; the vote was four in favour and one abstain.

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 The meeting noted the changes to the Local Plan timetable which were also reported by District Cllr Barker in agenda item 5.

24/63 PLAYING FIELD

24.63.01 The meeting received the tree survey from Essex Tree Brothers which was completed in June 2024 and surveyed trees on the playing field and Pump Green. No immediate risks have been identified, with works within 6 months being suggested. The clerk was asked to,

- a. Obtain quotes to remove dead trees.
- b. Contact UK Power Networks re trees that are encroaching power cables.
- c. Summarise additional works and obtain quotes.

24.63.02 Draft hire agreement and risk assessment for use of the playing field by third parties, carried forward to next meeting. Clerk to contact village hall committee to understand if there are any teams planning to use the pitch in 2024/25 and to request a joint meeting with the village hall committee to discuss longer term options.

24.63.03 The meeting was of the view there are no changes necessary to the football pitch layout, the pitch remains in reasonable condition.

24/64 GENERAL MAINTENANCE/PROJECTS

24.64.01 Cllr O'Connor has planted the planters at the war memorial, further works to clear the hedge of ivy and assess the condition of the hedge will be carried out over the summer.

24.64.02 The Clerk had contacted Barlow Tyrie, manufacturers of the circular bench on Pump Green, who confirmed they did not provide 'extension packs' to increase the size. Clerk to contact local contractors to see if they can assist and obtain quotes.

24.64.03 Place Services had objected to the location of the defibrillator at The Spotted Dog resulting in a late change to the proposed location prior to approval. The parish council had not been made aware of this and Cllrs were of the view this was a wrong decision as the new location is not easily accessible. The Clerk was asked to contact Place Services to discuss further. The clerk confirmed no government grants were available, however a grant is available from Cllr Barker as noted in agenda item 5. The meeting agreed once the location issue is resolved, to purchase the same defibrillator that is installed at The Snug, estimated cost including installation is £2.1k +VAT.

24.64.04 Cllr Colgrave gave an update on the plans for the 'overs' garden tea in August, with tasks allocated to Cllrs and the clerk. The event will take place on Monday 19th August.

24/65 FINANCE

23.65.01 The clerk presented the quarterly accounts for the period April to June 2024; expenditure remains in line with budget. The cash balance at end of June was £49k of which £27k is in general funds with the remainder in earmarked reserves.

23.65.02 Cllr Lodge proposed the following payments be retrospectively approved; they were made between meetings due to payment terms. This was seconded by Cllr Colgrave with all in agreement.

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

23.65.03 Cllr Colgrave proposed the following payments be made; this was seconded by Cllr O'Connor with all in agreement.

<i>PAYMENT TO</i>	<i>VALUE</i>
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

23.65.04 There were no receipts in June 2024.

24/66 **ITEMS FOR NEXT MEETING** – Nothing in addition to c/fwd items.

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

TIME AND CLOSE OF MEETING 9.10pm