

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 at 7.30pm, on **MONDAY 4th NOVEMBER 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
30th October 2024

MEETING AGENDA

24/99 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.

24/100 DECLARATION OF INTERESTS FOR THIS MEETING

Members to declare interests for items on the agenda.

24/101 PUBLIC FORUM (Maximum 15 minutes)

24/102 MINUTES OF ORDINARY PARISH COUNCIL MEETING 7th October 2024 for approval.

24/103 COUNTY AND DISTRICT CLLRS REPORT

24/104 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

24/105 COUNCILLORS REPORTS

24.105.01 Cllr Sutton to report on the monthly playground inspection for October. Cllr O'Connor to inspect in November.

24.105.02 Other Cllr Reports

24/106 PLANNING

24.106.01 – New Applications

Application	UTT/24/2642/FUL
Location	Walnut Tree Cottage The Street
Development	Construction of a garage (on the site of previously demolished garage).

Application	UTT/24/2614/FUL
Location	1 & 2 Lawn Hall Chase Cottages, Lawn Hall Chase
Development	Proposed demolition of 2 no. existing dwellings and erection of replacement 2 no. dwellings

A second application to place the defibrillator in the preferred location and not approved location was submitted to Uttlesford following an on-site meeting with the Head of Planning. Parish Council to consider calling in this application if recommended for refusal.

Application	TBC
Location	Spotted Dog Public House
Development	Installation of life-saving equipment

24.106.02 – Decisions, for information only

To note with reference to the following application, post the October parish council meeting revised plans siting the garage in line with the dwelling were submitted by the applicants.

Application	UTT/24/1342/FUL
Location	8 Bellhouse Villas, High Easter Road
Development	Proposed change of use of land from agricultural to domestic garden including the erection of a detached garage
Decision	Conditional approval

To note with reference to the following application, the condition states ‘a common hornbeam tree shall be planted at a size of not less than 12cm girth adjacent to the horse chestnut tree during the first planting season following felling of the horse chestnut tree.’

Application	UTT/24/2300/TPO
Location	Proposed felling of 1 no. Horse Chestnut and replacement with suggestion from landscape officer
Development	Whitegates, The Street
Decision	No objections

Application	UTT/24/2073/HHF
Location	4 Bishops Green Villas, High Easter Road
Development	Re-siting of front gates to driveway and erection of wall to side of gate
Decision	Refused

24/107 PLAYING FIELD

24.107.01 To consider the three quotes received for felling and coppicing to 4x trees identified in the tree survey as requiring moderate work within 3-6 months.

24.107.02 To receive an update on the draft hire agreement following the points raised in the October meeting.

24.107.03 To receive an update from the play area advisory committee.

24/108 GENERAL MAINTENANCE/PROJECTS

24.108.01 Pump Green, update on repairs and costs to circular seat.

24.108.02 To receive an update on Spotted Dog defibrillator, see 24/105/01.

24.108.03 Community-led energy project, to consider if this is a viable project for High Easter, to note RCCE invite for Thursday 12th December.

24.108.04 To consider further whether there is benefit in High Easter parish council taking on the contract for cutting PRow in the parish currently cut by Essex County Council.

24.108.05 To receive a report on plans and any requirements for the ‘overs’ Christmas lunch.

24/109 CLERK'S SALARY

24.109.01 To consider the clerk's salary increase from 1 April 2024 following receipt of agreement by the National Joint Council.

24.109.02 To agree a process for benchmarking the clerk's job role in relation to the national pay scales for clerks.

24/110 TRAINING COURSES

To approve training courses for Cllrs and Clerk.

24/111 FINANCE

24.111.01 To confirm the following payments for authorisation.

PAYMENT TO	VALUE
Allison Ward - Parish Clerk October 2024 and back pay to April 2024	£ Tbc
Uttlesford District Council – Waste service 2023	£ 1,749.00
JCM Services Amenity & Groundcare Ltd – Verge cutting third and final cut inc VAT	£ 1,650.62
JCM Services Amenity & Groundcare Ltd – Hedge cutting playing field inc VAT	£ 732.00
EALC – Cllr and clerk training	£ Tbc

24.111.02 To record any receipts in October 2024.

24/112 ITEMS TO NOTE FOR THE NEXT MEETING

- a. To consider parish council responsibilities Under the 2021 Environment Act to conserve and enhance biodiversity.
- b. To consider responding to the government consultation on 'Enabling remote attendance and proxy voting at local authority meetings'.

24/113 DATE OF NEXT MEETING Monday 2nd December at 7.30pm in the village hall.

TIME AND CLOSE OF MEETING