

**HIGH EASTER PARISH COUNCIL**  
**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL**  
**held in High Easter Village Hall on Monday 3<sup>rd</sup> February 2025**

Present: Cllrs Nigel Boreham, Wendy Colgrave, Robert Lodge (chairman), Janet Robinson, Paul Sutton and the Clerk Allison Ward

3 Members of the public (leaving after agenda item 24.152.04 brought forward)

**24/145 APOLOGIES FOR ABSENCE** were received from Cllr O'Connor and Cllr Reeve, reasons for apologies were accepted by the meeting.

**24/146 DECLARATIONS OF INTERESTS FOR THIS MEETING**

Prior to the meeting the Clerk had received a signed dispensation form from Cllr Lodge for agenda items relating to the 'Love Your Bus Grant', Cllr Lodge has a disclosable pecuniary interest as a director of Lodge Coaches who operate the bus service subject to the grant application. Cllr Sutton proposed Cllr Lodge's dispensation be accepted as his knowledge would be invaluable in bringing together the application, this was seconded by Cllr Robinson with all in agreement. The dispensation is valid for six months.

Cllr Boreham declared a disclosable pecuniary interest in agenda item 24.152.01 application reference UTT/25/0059/FUL as the applicant.

Cllr Lodge declared a disclosable pecuniary interest in agenda item 24.152.01 application reference UTT/25/0059/FUL as a business associate of the applicant.

Cllr Colgrave declared a personal interest in agenda item 24.152.01 application reference UTT/25/0059/FUL as a close friend of the applicant.

**24/147 PUBLIC FORUM**

The resident who has purchased the Walnut Cottage site updated the meeting on their intentions. As the occupants of the adjacent property, the site was purchased with a view to landscaping, erecting a garage subject to planning permission and for which there is already a footprint, and in due course to build the property that has approved planning permission or similar, possibly for personal use. It is a significant personal investment to improve this part of the village. The immediate priorities are to get the fencing down, erect a garage including using materials on site, although the initial application has been refused, and add more hedging and general landscaping. Unfortunately, in December the walnut tree which was subject to a TPO fell in a storm, the resident confirmed their intention is to replace the tree, although a few metres from the original which was not in the best location close to the proposed property.

Cllr Lodged thanked the resident for updating the meeting and added the parish council hopes something positive will happen at the site.

Cllr Lodge proposed agenda item 24.152.04 be brought forward, there were no objections.

**24.152.04 – Appeals Maidens Farm Barn**

Cllr Lodge opened this item to public debate.

The planning inspector has notified the start of the appeals against two enforcement notices at Maidens Farm Barn which follow planning refusals by Uttlesford.

- a. Enforcement notice as the use of the building falls within B2 use and not B1(C). Deadline for additional responses 28<sup>th</sup> February.

Signed  
 Robert Lodge (Chair Parish Council)

- b. Enforcement notice for the erection of two side extensions, the installation of a bio-mass boiler and associated structures. Deadline for additional responses 11<sup>th</sup> March.

The meeting noted the current process that has led to the appeals. Cllr Sutton suggested a timeline of events could help with understanding. It was noted the major concerns for residents remain the size of the operation and the associated noise and odour, the part cladding which has been put around the biomass unit is not acoustic screening, and noise also comes from the machinery onsite.

Cllr Lodge closed this item to public debate before Cllr Colgrave proposed the parish council submits a response to both appeals reiterating the points made in previous planning responses and in support of Uttlesford's refusals and the concerns of residents. This was seconded by Cllr Sutton with all in agreement.

*3 residents leave the meeting.*

**24/148 MINUTES OF THE ORDINARY PARISH COUNCIL MEETING** it was resolved to approve the minutes of the meeting held on 6<sup>th</sup> January 2025, (proposed by Cllr Lodge, seconded by Cllr Robinson with all in agreement).

#### **24/149 COUNTY AND DISTRICT CLLRS REPORT**

County and District Cllr Barker sent apologies to the meeting, no report was available.

#### **24/150 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE**

Cllrs have resolved the issues with the settings on the VAS sign adjacent to Parsonage Barn.

Essex Highways confirmed the order to divert footpaths 43 and 45 (Wheats Farm) is effective 27<sup>th</sup> January, there is a 6-week grievance period as to their validity until 27<sup>th</sup> February, documents are available from the clerk.

Delays continue whilst the contractor seeks permission from UK Power Networks to carry out works to the trees on the playing field. The clerk was asked to check if UK Power Networks should be carrying out the works.

#### **24/151 CLLRS REPORTS**

24.151.01 – Cllr Colgrave complete the monthly playground inspection for February 2025 and noted the moss on the play surface and equipment, arrangements will be made to remove this in the spring. There are piles of leaves largely grouped in two areas which need to be removed once the waste vehicle restarts. To note Creative Play has confirmed 'the ropes fraying, this is classed as general wear and tear and as such is not covered under guarantee', parish council to continue to monitor as current damage is minor. Cllr Boreham to inspect in March 2025.

##### **24.151.02 - Other Reports**

Cllr Colgrave suggested a summer event for the older members of the community to link in with a current event at Lodges in August, or to a venue where afternoon tea could be served. To be included on the April agenda for further ideas and discussions.

The clerk to provide Cllr Sutton with the suggested plans for the war memorial hedge.

Cllr Boreham confirmed 2x salt bags have been placed in the salt bin.

Cllr Lodge noted a large piece of branch is in Parsonage Brook on the east side of High Easter Road, which is restricting flow, clerk to report.

#### **24/152 PLANNING**

##### **24.152.01 – New Applications**

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

Application	UTT/25/0059/FUL
Location	Agricultural Buildings South Of Quoins Onslow Green
Development	S73 application to vary condition 2 (approved plans) of UTT/24/0618/FUL (Demolition of 3 no. barns and erection of 5 no. houses with associated landscaping.)

The meeting noted these are minor amendments to already an approved plan. Cllr Sutton proposed no objection, this was seconded by Cllr Robinson with all in agreement.

*Cllr Boreham and Cllr Lodge return to the meeting, Cllr Lodge resumes as chair,*

Application	UTT/25/0052/CLP
Location	The Hill Chelmsford Road
Development	Proof of start of works (excavations and drainage) as approved under UTT/19/0650/FUL & UTT/19/0651/LB (Proposed barn conversion to a 3-bedroom residential property with the insertion of a first floor

As a certificate of lawfulness which is dependent on fact, Cllr Sutton proposed no comment, this was seconded by Cllr Lodge with all in agreement.

#### 24.152.02 – Application in Leaden Roding parish

Application	UTT/24/3036/FUL
Location	Chase Wood, High Easter Road, Leaden Roding
Development	Section 73A Retrospective application for change of use of woodland to wood hobby area.

The meeting was concerned with the wider implications for ancient woodlands and the precedent this would set, should this application be approved. Cllr Sutton proposed the parish council objects to this highly visible development due to the impact of the proposals on the ancient woodland and ecology. This was seconded by Cllr Robinson with all in agreement. The clerk to liaise with a local resident who has offered their expertise in responding.

#### 24.152.03 – Decisions, for information only

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

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
Decision	Conditional approval

Application	UTT/24/2865/HHF
Location	Rosedean Cottage, The Street
Development	Demolition of the existing 20th century rear two storey extension, single storey rear extension and conservatory. Altering the internal layout and replacing the demolished extensions with a rear one and two storey extension, including converting the existing garage. (revision to UTT/24/1892/HHF)
Decision	Conditional approval

Application	UTT/24/2854/HHF and UTT/24/2855/LB
Location	Cottons Cottage, The Street
Development	Erection of two storey rear extension and other alterations to fenestration and new door (renewal of planning permission UTT/21/3303/HHF)
Decision	Conditional approval

24.152.02 – Appeals Maidens Farm Barn, this item was brought forward in the meeting and is recorded at the point in the agenda it was considered.

#### **24/153 LOVE YOUR BUS GRANT FUNDING**

24.153.01 – The clerk arranged a meeting with neighbouring parish councils to discuss if there was merit in submitting a grant application. The primary objective being to increase awareness and use of the village bus currently subsidised by Essex County Council.

That meeting concluded there was value in applying for a grant and to look at additions to the existing service as well as marketing. The report from that meeting was circulated to the parish council.

24.153.02 – The clerk confirmed the application will be a consortium of parish councils, one parish council is required to be the lead council. Cllr Sutton proposed High Easter parish council commits to the grant application and that it acts as the lead council, this was seconded by Cllr Robinson with all in agreement.

24.153.03 – The meeting discussed how to obtain feedback from High Easter residents. Given the tight deadline now extended to 21<sup>st</sup> February, the clerk was asked to circulate an email to residents on the database.

Clerk to liaise with neighbouring councils for their additional input and to discuss options with Lodge Coaches who operate the current service and are required to provide a letter of support, in addition letters of support are required from County Cllrs whose councils are part of the application.

A second meeting to finalise the application with neighbouring parish councils is due to be held in the week prior to the application deadline.

#### **24/154 PCSO FUNDING**

Parish councils were asked to provide an expression of interest if they wished to explore jointly funding a Police Community Support Officer (PCSO). As a result of the announcement by Essex Police at the end of January to cut all PCSO roles due to funding, this item was not considered.

#### **24/155 WEEKEND GREEN WASTE SERVICE**

During the month Uttlesford issued their plans for the weekend green waste and due to deadlines, the clerk responded to confirm the parish council wished to continue to receive the service.

The service will operate bi-weekly for 20 weeks beginning Saturday 1<sup>st</sup> March, the cost is £87/hour, equal to £1,740 for the year. Cllr Lodge retrospectively confirmed this decision of the council, this was seconded by Cllr Colgrave with all in agreement.

#### **24/156 VE DAY 80th CELEBRATIONS**

The village hall committee has confirmed they will open the bar on 8<sup>th</sup> May, however they have no capacity to support events which run into the weekend due to plans for their own community events in June.

Cllr Colgrave noted the plans that were in place for the 75<sup>th</sup> anniversary which were cancelled due to Covid.

It was agreed to make Thursday 8<sup>th</sup> May the focus event and to see if the Biriyanis are available to provide 'hand food', possible talk and film WW2 history of High Easter which was part of the 75<sup>th</sup> anniversary plans, lighting the beacon and fireworks to end.

Cllr Lodge confirmed a WW2 themed car show is taking place at Lodges on Sunday 11<sup>th</sup> May.

Clerk to advertise as 'save the date', further plans to be confirmed at the next meeting.

**24/157 MONDAY MUSTER RISK ASSESSMENT**

The clerk circulated a draft updated risk assessment for Monday Muster. Cllrs were asked to consider and provide any feedback between meetings.

**24/158 PARISH COUNCIL TENDERS 2025**

The meeting agreed to issue the verge tender for 1-year only providing Essex County Council continues to pay the parish to complete this work, clerk to chase for a purchase order.

The meeting further agreed to issue a 2-year tender for grounds maintenance services in 2025.

*Cllr Lodge declared a disclosable pecuniary interest in the payment to Lodge Coaches as a director of the company. Cllr Lodge took no part in the item relating to the payments.*

**24/159 FINANCE**

24.159.01 Cllr Sutton proposed the following payments for authorisation, this was seconded by Cllr Colgrave, there were four votes in favour, and one abstention.

<i><b>PAYMENT TO</b></i>	<i><b>VALUE</b></i>
Allison Ward - Parish Clerk January 2025	£ 339.30
Lodge Coaches – Monday Muster venue hire September to December 2024 inc VAT	£ 300.00

24.159.02 Receipts banked in January 2025 were £57.15 Monday Muster 6<sup>th</sup> and 13<sup>th</sup> January.

**24/160 ITEMS FOR NEXT MEETING**

Clerk was asked to contact DigiGo and invite them to a parish council meeting, possibly May Annual Parish Meeting.

**24/161 DATE OF NEXT MEETING**, Monday 3<sup>rd</sup> March 2025 at 7.30pm in the village hall.

**TIME AND CLOSE OF MEETING** 9.10pm.