

HIGH EASTER PARISH COUNCIL

Clerk to the Council – Oliver Rogers

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Councillors are hereby summoned to attend the Ordinary Parish Council meeting which will be held in High Easter Village Hall on MONDAY 7th JULY 2025 for the purpose of transacting the business set out on the agenda below. The press and public are cordially invited to attend.

Signed



Oliver Rogers
Clerk/RFO

2nd July 2025

MEETING AGENDA

25/43 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.

25/44 DECLARATION OF INTERESTS FOR THIS MEETING

25/45 APPOINTMENT OF THE PARISH CLERK AND RESPONSIBLE FINANCE OFFICER

To approve the recommendation of the chair to appoint Oliver Rogers as clerk and Responsible Finance Officer to Great Canfield Parish Council with effect from 16th June 2025. Hours to be average 6 hours per week at SP6 as set out in the National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales. As per the arrangements already in place the clerk has already been appointed by Great Canfield and will be appointed by Margaret Roding Parish Council at their next meeting.

To approve Cllrs Colgrave and O'Connor as responsible for agreeing the contract terms and staff policies on behalf of High Easter Parish Council (a separate contract is required for each council). Any changes to current clerk terms or salary will be brought back to full council for approval.

To note the outgoing clerk is providing a handover, which begun w/c 16th June 2025.

- 25/46 PUBLIC FORUM** (Maximum 15 minutes)
- 25/47 MINUTES OF ORDINARY PARISH COUNCIL MEETING** 2nd June 2025 for approval.
- 25/48 COUNTY AND DISTRICT CLLRS REPORT**
- 25/49 CLERK’S PROGRESS UPDATE and CORRESPONDENCE TO NOTE**
- Playground inspection to be carried out by Cllr O’Connor for July and the following month [August] by Cllr Colgrave.
- 25/50 COUNCILLORS REPORTS**
- 25/51 PLANNING**
- 25.51.01 New Applications –
- [UTT/25/1642/TPO](#)
- 17th June 2025
- DEVELOPMENT: Remove ivy and deadwood from 1no. Elm and 1no. Field Maple.
- Remove 1no. Ash tree.
- LOCATION: Cricket Ground The Street High Easter Essex CM1 4QS
- APPLICANT: Jonathan Norgrove
- ADDRESS: High Easter Cricket Club The Pleasure Ground High Easter Road
- High Easter CM1 4QR
- EASTING/NORTHING: 562352 - 214911
- DECISION LEVEL: Delegated Decision
- 25.51.02 Decisions, for information only
- Application UTT/25/1116/CLP
- Location The Hill, Chelmsford Road, Margaret Roding
- Development proposed conversion to residential of an existing barn
- Decision Approved

- 25.51.03 To consider how to respond to **Stansted Airport planning application**
Application UTT/25/1542/FUL,
Councillors discussed background details to this application including 'airfield works comprising two new taxiway links to the existing runway (Rapid Access Taxiway and Rapid Exit Taxiway) to enable continued airfield operations of 274,000 aircraft movements and an increase in passenger throughput from 43 million terminal passengers to up to 51 million terminal passengers, in a twelve month calendar period. The deadline for responses is 21st July.
Meeting to consider High Easter Parish Council's response to this application.
- 25/52 PARISH COUNCIL VACANCY**
To receive an update on the vacant councillor position.
- 25/53 VEHICLE ACTIVATED SIGN [VAS]**
To receive an update on the installation of a VAS sign near the village hall.
- 25/54 GARNETTS WOOD SSSI**
To receive an update on recent correspondence and maintenance with Essex County Council.

To discuss longer-term strategy towards Garnetts Wood SSSI and to include thoughts on how the Parish Council and local residents can play an expanded role in this woodland.
- 25/55 WINTER SALT SCHEME**
To receive an update on village rock salt storage from Cllr Boreham and to decide on whether to take part in Essex County Council's scheme for this coming year.

25/56 LOVE YOUR BUS GRANT

To receive an update on the latest work around the grant to encourage rural bus usage.

25/57 FINANCE

The following payments are proposed [More details to follow]:

PAYMENT TO:	VALUE:
Allison Ward, Parish Clerk	TBC.
Oliver Rogers, Parish Clerk	TBC
Eric Colvin for monthly reading group sessions	£75

25/58 ITEMS TO NOTE FOR THE NEXT MEETING

25/59 DATE OF NEXT MEETING, Monday 1st September 2025 at 7.30pm in High Easter village hall.

TIME AND CLOSE OF MEETING