

HIGH EASTER PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL

held at High Easter Village Hall on Monday 1st September 2025 at 07:30pm

Present: Cllrs Nigel Boreham, Robert Lodge (Chair), Lucy O'Connor, Janet Robinson and the Clerk, Oliver Rogers

0 resident,

25/60 APOLOGIES FOR ABSENCE

Apologies were received from Neil Reeve due to personal commitments and Wendy Colgrave due to illness, apologies were accepted by the meeting.

25/61 DECLARATION OF INTERESTS FOR THIS MEETING

Members declared no interests.

25/62 PUBLIC FORUM (Maximum 15 minutes) none.

25/63 MINUTES OF ORDINARY PARISH COUNCIL MEETING held on Monday, 7th July 2025 were proposed by Cllr O'Connor and Seconded by Cllr Boreham.

25/64 COUNTY AND DISTRICT CLLRS REPORT

Apologies were received from Cllr Barker and a short summary was read on behalf of the District and County Councillor.

25/65 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

Cllr Colgrave had sent an email to thank all of the volunteers and others helping out to provide the Village Tea Party held on Friday 8th August. The Clerk read out messages from Andrea Davis and Ruth Smithers [APPENDIX A]

Boreham Court update – given delay Councillors agreed that the confirmation of a local connection test should be carried out via email with English Rural Housing Association.

The Clerk updated Councillors on Monday Muster's grants and the start of the new sessions from Monday, 8th

Signed
Cllr Robert Lodge (Chair, Parish Council)

25/65 [cont.]

September. The group has secured funding from a variety of sources and is now fully funded. This additional funding would allow for another group to be set up for the end of the week. Clerk is to bring forward a proposal

Discussion of names overs/elders – could set up a new group and call it - need a new name possible Friday really expanding the group Janet

Councillors noted that football pitch maintenance [to come later on] and goal post safety works had been carried out by JCM Services.

The Clerk flagged that the Police PCSO for High Easter will be at the Sung Café on Wednesday, 10th September between 10:00am and 11:00am. The officer is able to provide for residents a DNA marking kit free of charge for use on property.

Fire Service available for free smoke detectors installation.

Clerk's training bursary refund of £500 has been secured and the Clerk has attended the first training session on 30th July.

25/66**COUNCILLORS REPORTS**

- *Planning including Local Plan* – Cllr Colgrave
- *Highways including highway safety* – Cllr Lodge
- *Environment including litter picks* – Cllr Boreham
- *Village Hall liaison, playing field, jubilee Meadow* – Cllr Robinson
- *Footpaths* – Cllr O'Connor
- *War memorial* – Cllr O'Connor/Cllr Robinson
- *Uttlesford liaison* – Cllr Reeve
- *Defibrillator management* – Cllr Colgrave/Cllr Lodge

Cllr O'Connor listed a number of issues that need addressing around the village including concern about flooding on The Street following heavy downpours. Clerk to report to Essex Highways.

Old fashioned kerb stones around Punchbowl and Cock and Bell seem to have a lot of weeds growing amongst them. It was stated that some residents do weed the kerb stones. Cllr Robinson said these have a preservation order attached to them and it should be reported to Essex Highways.

Signed

Cllr Robert Lodge (Chair, Parish Council)

25/66

Finger post repainting – Bishop's Green and by the Water Tower on High Easter Road are in poor condition and in need of re-painting and repair Cllr Lodge to speak with Dan Luckin about works for the signpost

Phone box – got window cleaner to clean it and now the roof paint is peeling off. Ray Clayden painted before and Clerk is delegated to ask Richard Keil for a quote on the cost of painting.

Hedge around the war memorial – needs a cut before Remembrance Sunday and then future works around the hedge. Clerk to investigate ownership of the War Memorial land and the ability of the Parish Council to act in relation to landscaping changes and settings. The removal of the hedge was discussed by Councillors and a polite letter from the Clerk to residents living near the War Memorial to remind them about Remembrance Sunday.

Footpath update - New wooden bridge installed in Garnetts Wood on footpath by Essex County Council. Harry Bryer Senior Woodlands Officer for Essex County Council is keen to meet with Cllr Lodge and discuss how ECC can work more closely with the Parish Council on Garnetts Wood.

Collapsed bridge on Footpath 90 between Sawkins and Twin Willows Caravan Park has been closed and a notice issued by Essex County Council pending repair works – date unknown.

Jon at Acreland B&B has reported another collapsed bridge along footpath 11 on the same stretch. This is awaiting a repair date from ECC.

Cllr Boreham commented on the large number of roadworks in the local area with diversions not always being clear. The Street is shut for 8 days by UK Power Networks from 1st September.

Cllr Robinson said that Essex Highways has decided to remove the remains of a lamp post on The Street partially removed following a water main repair.

25/67

25.67.01

PLANNING

New Applications –

APPLICATION NO: [UTT/25/2069/PAM3](#)

DATE APPLICATION VALID: 4th August 2025

Signed

Cllr Robert Lodge (Chair, Parish Council)

25.67.01 [cont.]

TOPLINE SUMMARY: Prior notification of change of use of veterinary clinic to 1 no. dwelling. Conversion from existing veterinary practice to one 3-bedroom dwelling.

LOCATION: The Acorns, Shooters Hatch Road, Pleshey Chelmsford Essex CM3 1HU

APPLICANT: Mr And Mrs C Fenelon

DECISION LEVEL: Delegated Decision

PARISH COUNCIL NOTES: The Government changed the rules on commercial space conversion to residential property e.g. For any application submitted on or after 5th March 2024, there is now no limit to the floor space that can be converted under Class MA and there is no requirement for the building to be vacant for 3 months.

25.67.02

Decisions, for information only

APPLICATION NO: [UTT/25/2155/TPO](#)

TOPLINE SUMMARY: 2no -Sycamore-Reduce lateral branches growing towards neighbours property by up to 3m to provide clearance, balance and shape.

LOCATION: The Parsonage Barnston Road High Easter Essex CM1 4QZ

APPLICANT: Ibbotson

DECISION LEVEL: Delegated Decision

Parish Councillor made no comment.

25.67.03

Appeal decision by national Planning Inspectorate

APPLICATION NO: UTT/24/2642/FUL

TOPLINE SUMMARY: The proposed development is construction of a garage (on site of previously demolished garage).

LATEST DEVELOPMENT: The national Planning Inspectorate has given permission for this planning application to proceed on appeal – so planning permission is granted after an initial refusal in

The proposed triple garage would be a large structure and given its overall height and position close to the site frontage, its roof in particular would be visible within the

25.67.03 [cont.]

street scene. However, it would be of sympathetic vernacular design, complementary to the rural character of the village conservation area and not unduly prominent given that the flank end elevation would be sited facing the road frontage behind the retained hedge.

LOCATION: Walnut Tree Cottage, the Street

APPLICANT: Mr and Mrs K Thomson

DECISION: Granted on appeal

Cllr Lodge commented that he wanted to know more about the enforcement action around the demolition of the cottage. However, nothing more is known about this work by Uttlesford District Council.

25/68

PARISH VACANCY

No further candidates for co-option were forthcoming and it was agreed to advertise for a new Parish Councillor.

25/69

VEHICLE ACTIVATED SIGN [VAS]

Discussion around the quotes from different manufacturers of these specialist signs took place.

All at the meeting agreed to the purchase of an Elan City Speed Indicator Device proposed by Cllr O'Connor and seconded by Cllr Lodge.

25/70

DIVERSITY AND INCLUSION POLICY

A new policy document to promote equality of opportunity to all of Parish Council events and work. Proposed by Cllr Lodge and seconded by Cllr O'Connor with all in agreement.

25/71

TREE PLAQUES

25.71.01

To approve the wording for engraving on the first plaque for the tree on the playing field as:

"This tree was planted by High Easter Parish Council to commemorate the Coronation of His Majesty King Charles III in May 2023."

25.71.02

To approve the wording for engraving on the second plaque for the tree on a verge in front of the Village Hall as:

25.71.02 [cont.]

“This tree was planted by High Easter Parish Council to commemorate the Platinum Jubilee of Her Majesty Queen Elizabeth II in June 2022.”

Cllr Lodge asked for a small section of the second plaque to be altered to remove the line ‘marking 70 years on the throne’. All agreed with the wording of the plaques.

25.71.03

It was proposed by Cllr Robinson and seconded by Cllr O'Connor to approve the total cost of producing two plaques with engraving [£346.50] and wooden posts [£40 each] for the Jubilee playing field.

25/72

LOVE YOUR BUS GRANT.

The grant agreement has been signed and returned to Essex County Council for receipt of payments and a variation notice is being developed and submitted to alter the route of the bus service. It is estimated that the loop additions to the existing route will start on Tuesday, 2nd December in time for Christmas shopping. Discussions with the parishes along the route are starting.

Cllr Lodge explained about the Department of Transport and ECC variation notice. Cllr Lodge is required to submit the notice and it takes 70 days to process and change the route which will be December before the new schedule can start.

25/73

FOOTBALL PITCH

Cllr Lodge and Cllr Boreham met with David Evans from Dunmow Rovers on 04 August.

All agreed to provide Dunmow Rovers with a 2 year tenancy agreement, so that the football team can access necessary funding from the Football Foundation for maintenance of the pitch. Proposed by Cllr Lodge and seconded by Cllr Boreham. It was noted that the Village Hall Committee's agreement was necessary before it was possible to sign the tenancy agreement.

25/74

FINANCE

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

PAYMENT TO:	VALUE:
Oliver Rogers, Parish Clerk [July]	£429.65
Oliver Rogers, Parish Clerk [August]	£485.28
Mary Davies	£650.00
JCM Services Amenity & Groundcare LTD Verge Cutting 2/3	£1,722.79
JCM Services Amenity & Groundcare LTD Groundworks and maintenance 3/4	£1,053.00
JCM Services Amenity & Groundcare LTD – goal post safety works	£672.00
EALC New Clerks Course	£150.00

25/75**ITEMS TO NOTE FOR THE NEXT MEETING**

Play area renovation

Christmas lunch need a date – Cllrs agreed Monday 15th December 2025.

Order a wreath for remembrance Sunday

25/76

DATE OF NEXT MEETING, Monday 6th October 2025 at 7.30pm in High Easter Village Hall.

TIME AND CLOSE OF MEETING

Cllr Lodge closed the meeting at 9.27pm.

APPENDIX A

I would be grateful if you could kindly pass on to the members of High Easter Parish Council my grateful thanks for the tea party last Friday. It was such a happy occasion and we the elders of the village – enjoyed all the fruits of the perfect tea party.

Yours sincerely

Ruth Smithers, Greens Farm

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Please can you pass on my sincere thanks to the Parish Council for inviting the ‘soup makers’ to this beautiful afternoon tea party. It gave us the opportunity to spend time chatting with the Monday Muster participants, which is not always the case when we’re busy serving the soup / teas and clearing away.

It was a wonderful afternoon, and it was obvious that a lot of effort had gone into ensuring this event was a success, it was very much appreciated by everyone.

Kind regards

Andrea Davis

Signed

Cllr Robert Lodge (Chair, Parish Council)

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It was a lovely summer tea party!

Everything was very beautifully arranged... Tables covered with white cloths decorated with flowers and delicate bone china cups and saucers; carefully written menus told of a selection of tasty little teatime sandwiches. Scones with jam and cream provided the perfect final touch. I also enjoyed playing Bingo and chatting with friends. Thank you all for a wonderful afternoon.

From Jill, Pipers Farm, Good Easter.

Signed
Cllr Robert Lodge (Chair, Parish Council)