

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 6th OCTOBER 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

29th September 2025

MEETING AGENDA

25/78 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.

25/79 DECLARATION OF INTERESTS FOR THIS MEETING

25/80 PUBLIC FORUM (Maximum 15 minutes)

25/81 MINUTES OF ORDINARY PARISH COUNCIL MEETING 1st
September 2025 for approval.

25/82 COUNTY AND DISTRICT CLLRS REPORT

25/83 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

- Update on activities arising from the previous meeting
- Saffron Walden Museum are to provide a cabinet for display of items linked to High Easter to the Snug Café in November as part of a rural tourism project
- AGAR report from auditors
- Clerk's training session update

25/84 COUNCILLORS REPORTS

- Playground expansion and safety inspection
[Rota for the rest of the year: September by Cllr Robinson, October by Cllr Boreham, November by Cllr Lodge and December by Cllr Reeve.]

- Litter pick – date to be agreed

25/85

PLANNING APPLICATIONS

REF	ADDRESS	DESCRIPTION	DETAILS
New applications			
UTT/25/26 21/FUL	Land South Of Ramseys The Street High Easter Essex Ramseys Barnston Road High Easter Essex CM1 4RB	Creation of stables, barn, outdoor horse exercise arena and associated access and circulation space. [See access road arrangements plan attached to this agenda]	Delegated Decision Comment to be considered by Parish Council.
UTT/25/26 03/CLE	Bungalow At Chalks Farm High Easter Road Leaden Roding Essex	The use of the existing Bungalow at Chalks Farm as an independent, single, residential dwelling for in excess of 4 years.	Delegated Decision
Approved			
UTT/25/17 70/FUL	Lyme Lodge Lawn Hall Chase High Easter Dunmow Essex (Strutt & Parker Farms Ltd)	Full planning permission for the demolition of the existing bungalow and replacement with two new semi-detached dwellings.	Approved with conditions subject to further ecological studies, and a BNG plan.
Information Only			
UTT/25/20 35/PAQ3	Buildings At Swallows Farm Pleshey Essex	Prior Notification of change of use of agricultural buildings to 7 no. dwellings.	Prior Approval Refused - 24th September 2025

25/86 PARISH COUNCIL VACANCY

To receive an update on the vacant councillor position.

25/87 .GOV EMAIL ACCOUNTS

As part of the AGAR we're required to start using .gov email accounts for Parish Council business.

Likely format **cllrlodge@higheaster-pc.gov.uk**

DECISION required for purchase of .GOV email accounts and approval of the format

25/88 WEBSITE

A revamped website could be an important tool in promotion for the village and increasing rural tourism. The type of address is potentially linked to the purchase of the .gov email accounts.

Designs to be brought forward for review at a future meeting.

Other local parish council website addresses for comparison:

<https://www.chignalparish.org.uk/>

<https://www.greatcanfield.org.uk/>

<https://www.takeley-pc.gov.uk/>

<https://greatdunmow-tc.gov.uk/>

<https://goodeasterparishcouncil.gov.uk/>

DECISION required to agree update and replacement of the website

DECISION required to agree if village or parish council website

DECISION required on purchase of website address [Cost implication]

25/89 LOVE YOUR BUS GRANT

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

The Purchase Order has been raised and payment of the grant is due.

Initial details have been submitted to the designer for flyer and poster designs.

25/90 CHRISTMAS PARTY PLANNING

Discussion around planning for Christmas Party for invited residents and Monday Muster exercise group.

25/91 FINANCE

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

Second part of the Precept finance has been paid by Uttlesford District Council. Also, VAT receipts to the value of £1,687.98 have been submitted and awaiting payment by HMRC.

PAYMENT TO:	VALUE:
Oliver Rogers, Parish Clerk [September]	£416.64
Tiptree Patisserie Limited, scones and cream for tea party	£55.50
Stan Matthews, wooden stakes for tree plaques time and materials	£80.00
PKF Littlejohn LLP, auditors	£252.00
Clerk's Training course, - financial regulations	£150.00
Elan City UK, speed indicator sign	£3,107.99

25/92 ITEMS TO NOTE FOR THE NEXT MEETING

25/93 DATE OF NEXT MEETING, Monday 3rd November 2025 at 7.30pm in High Easter Village Hall.

TIME AND CLOSE OF MEETING