

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 Great Canfield Village Hall on MONDAY 3rd NOVEMBER 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

27th October 2025

MEETING AGENDA

25/94 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.

25/95 DECLARATION OF INTERESTS FOR THIS MEETING

25/96 PUBLIC FORUM (Maximum 15 minutes)

25/97 MINUTES OF ORDINARY PARISH COUNCIL MEETING seeking approval for minutes of the previous Monday 6th October.

25/98 COUNTY AND DISTRICT CLLRS REPORT

25/99 COUNCILLORS REPORTS

To receive reports on the following from lead Cllrs.

- 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

25/100 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

- Defibrillator battery purchased and replaced in the device at the Snug.
- Litter pick collected 17 bags of rubbish and thanks to the dozen volunteers who helped to collect rubbish. Featured in the [Dunmow Broadcast newspaper](#).
- Love Your Bus Grant update.

25/101 PLANNING APPLICATIONS [See APPENDIX A below]

25/102 REMEMBRANCE SUNDAY PLANNING

Plans to mark the annual Remembrance Sunday event on 9th November to be considered by the Parish Council.

25/103 PLAYGROUND PROPOSALS

Review of latest updated quotes and plans for the expansion of the playground area to include equipment for younger children.

25.103.01 Motion of thanks to Richard Collar from 15 Gepps Close for mending the broken basketball hop on the existing play park area.

25/104 PHONE BOX PAINTING QUOTES

To review and accept a quote for the repainting of the red phone box on The Street. Quotes to be circulated to councillors.

25/105 CHRISTMAS PARTY PLANNING

Latest report on preparations for the Christmas Party and to consider a budget for the party to be held on Monday 15th December.

25/106 DEFIBRILLATORS

25.106.01 – British Heart Foundation is accepting applications for a free brand-new defibrillator kit with cabinet until February 2026. Consideration of a new location for an application to be discussed (needs access to power and must be a new site not near an existing defibrillator) along with the on-going associated costs.

25/107 FINANCE [See APPENDIX B below]

25.107.01 To approve the payment of the below payments.

25/108 ITEMS TO NOTE FOR THE NEXT MEETING

25/109 DATE OF NEXT MEETING Monday, 1st December 2025 at 7.30pm at High Easter Village Hall.

APPENDIX A

REF	ADDRESS	DESCRIPTION	DETAILS
Latest applications			
UTT/25/2861/DOC	Wheats Farm Stagden Cross Road High Easter Essex CM3 1HW	Discharge of condition relating to the full planning permission granted on 13 September 2025 for 2 no. dwellings at Wheats Farm UTT/23/1059/FUL Phase 1 Desk Study report documenting the ground conditions of the site with regard to potential contamination. A phase 1 Desk study has been undertaken. The conclusion of the report (9. CONCLUSIONS page 32) states "This Phase I study therefore concludes that the risk from potential contamination at the site is very low, and as such no further site investigation works are required."	Delegated decision
Information Only			

<u>UTT/25/18</u> <u>94/HHF</u>	Chapel Field House The Street High Easter Essex CM1 4QS	Single storey rear extension to outbuilding, two first floor dormer windows, fenestration alterations and conversion to residential annexe	Refused
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APPENDIX B

The following financial payments are proposed:

<i>PAYMENT TO:</i>	<i>VALUE:</i>
Oliver Rogers, Parish Clerk [October]	£416.64
Andrew Deptford, aadefib.com, new battery for the Snug	£318.00
Lodge's – venue hire for Monday Muster (Apr to Jun)	£120.00
Lodge's – venue hire for Monday Muster (Jul to Sept)	£60.00
JCM Services, hedge cutting INV-2505	£780.00
RC Boreham & Co, padlock for the VAS sign	£42.00
TOTAL:	£1736.64