

HIGH EASTER PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL

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

Present: Cllrs Robert Lodge (Chair), Nigel Boreham (Vice Chair), Lucy O'Connor, Neil Reeve, Wendy Colgrave, Janet Robinson and the Clerk, Oliver Rogers.

7 residents were in attendance.

The Chair, Cllr Lodge opened the meeting at 6.35pm.

25/110 APOLOGIES FOR ABSENCE

None.

25/111 DECLARATION OF INTERESTS FOR THIS MEETING

Cllr O'Connor declared a personal interest in planning application UTT/25/3145/LB (item 25/117).

25/112 PUBLIC FORUM (Maximum 15 minutes)

Chair brought forward the discussion on Wheats Farm due to the number of interested residents.

Clerk read factual information from UDC planning officer:

- Class Q (agriculture to residential) maximum limits increased in June 2024 to 10 dwellings up from 8 and floorspace from 852 metres squared to 1000 metres squared
- Class Q only applies to the prior notification applications **UTT/25/2914/PAQ3** and **UTT/23/3211/PAQ** crucially not to UTT/24/1572/FUL and UTT/23/1059/FUL
- UTT/23/3211/PAQ for approval of the prior notification of 5 buildings on the chicken shed in December 2024
- **UTT/25/2914/PAQ3 is actually an increase of 2 dwellings and a revision of the already approved UTT/23/3211/PAQ for the chicken shed**

District Cllr Susan Barker said that she was not allowed to call this in to committee as prior notification is decided on strict criteria by officers.

Cllr Lodge opened the floor to the public at 6.43pm.

Jon Hunting from Arceland Green Bed and Breakfast said there was no notices posted publicly around the site and parking would be difficult and likely to cause a nuisance. He said residents accepted that something would be developed on the site and this was potentially to have been 5 buildings and since then it has grown.

Mr Hunting highlighted a [planning case from Oxfordshire](#) that clarified the distinction between Class Q conversion of buildings and rebuilding on the site of a demolished building. The case found that if the works amount to a rebuild then the conversion is not permitted by Class Q.

Chair took the assembled through the proposed comments that the Parish Council could make.

Signed
Cllr Robert Lodge (Chair, Parish Council)

The owner of Wheats Farmhouse, Mr Farrow, applying in a separate planning application for change of use from agriculture to residential for a field area adjacent to the farmhouse and for permission to build an annexe spoke to the meeting. He said he had lived in the area for a long time and grew up in Little Easton and that his parents would live in the annexe. He said there was space should they need carers at a later stage.

25/113 MINUTES OF ORDINARY PARISH COUNCIL MEETING held on Monday, 3rd November. The meeting **resolved and agreed** the minutes as a record of the proceedings.

25/117 PLANNING APPLICATIONS [See APPENDIX A below]

The Chair brought forward this agenda item for the benefit of the residents in attendance.

The meeting **resolved and agreed** to make the following comments and objections to the planning applications considered in Appendix A.

Councillors were reminded that the Parish Council is a statutory consultee to planning applications and that as a result it is important that all planning applications are noted and added to the minutes after consideration by the full council meetings.

25/114 COUNTY AND DISTRICT CLLRS REPORT

Electricity cable works have been causing problems on the High Easter Road at Bishop's Green and the surrounding farmland and verges.

Essex County Council will set a budget in February 2026. Spend is not on adult social care anymore it is on SEND children.

25/115 COUNCILLORS REPORTS

To receive reports on the following from lead Cllrs.

- *Planning including Local Plan* – Cllr Colgrave
- *Highways including highway safety* – Councillors resolved and agreed that a further letter about parking on The Street should be drafted and sent to residents
- *Environment including litter picks* – Cllr Boreham
- *Village Hall liaison, playing field, Jubilee Meadow* – Cllr Robinson. A discussion took place about a Christmas tree for the village. Cllr Lodge will chase Charlotte Jerram at Christmas Wrapped Up
- *Footpaths* – Cllr O'Connor
- *War memorial* – Cllr O'Connor/Cllr Robinson
- *Uttlesford liaison* – Cllr Reeve – confirmed that he would undertake an inspection of the playground area
- *Defibrillator management* – Cllr Colgrave/Cllr Lodge

25/116 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

- Training update - the Clerk noted that he had now completed the training courses required at the start of his contract. A Probationary Meeting has been arranged with Cllr Colgrave and Cllr O'Connor on Monday 8th December to discuss the next steps for training and development.

25/118 SNAPPED FINGERPOST REPLACEMENT

Signed
Cllr Robert Lodge (Chair, Parish Council)

25.118.01 – The meeting **resolved and agreed** to accept the quote from local carpenter, Stan Matthews of £380 to make a replacement wooden panel and fit to the sign on the junction between Games Farm and Manns Farm.

25/119 PLAYGROUND PROPOSALS

Deferred this item to the next meeting.

25/120 LOVE YOUR BUS

Cllr Lodge updated the meeting on the reason for the delay in starting the revised bus route. This was due to delays at the Department for Transport and Essex County Council.

Further information to be brought forwards at the next meeting [*The bus route variation will now start on 6th January 2026 following confirmation of the changes from the DfT's Traffic Commissioner*].

25/121 SEATED EXERCISE CLASS EXTENSION

25.121.01 – Councillors discussed and **resolved to reject** a plan to run a trial of the Seated Exercise Class on a Thursday in the New Year.

25.121.02 – Councillors discussed and **resolved to reject** the purchase of a portable freestanding barre bar for use at the classes (Total cost: £149.99). This was refused due to safety concerns.

Cllr Colgrave added that more local residents should be encouraged to take part and Cllr Lodge said that an approach should be made to local parish councils for funding to support their residents attending the group.

Councillor commented that any underspend could be used to pay in advance for venue hall and food costs across the term. The Clerk to action points raised.

25/122 FINANCE [See APPENDIX B]

25.122.01 To approve the payment of the below payments including a donation to the Poppy Appeal as requested by the pilots for the fly pass and a donation to St Mary's Church, High Easter as requested by Kate Hargreaves, Tangle and Thyme at Greens Farm for the creation of the natural Remembrance Sunday wreath.

25.122.02 Meeting to note that the current account balance is **£15,784.49** and the saving account balance is **£60,832.20** as of 24th November.

The Clerk noted that the changes to the banking mandate had been made with Coop Bank and the Clerk was now able to set up the payments for approval as per the decision made at the meeting in November 2025.

25/123 ITEMS TO NOTE FOR THE NEXT MEETING

Love Your Bus update

Playground proposals and update

Playground inspection rota

Meeting dates for Next Year

Signed
Cllr Robert Lodge (Chair, Parish Council)

25/124 DATE OF NEXT MEETING, Monday, 5th January 2026 at 7.30pm at High Easter Village Hall.

Meeting closed by Chair at 07.30pm.

APPENDIX A

REF	ADDRESS	DESCRIPTION	DETAILS
Latest applications			
<u>UTT/25/29 14/PAQ3</u>	Agricultural Buildings At Wheats Farm Stagden Cross Road High Easter Essex	Prior Notification of change of use of agricultural buildings to 7 no. dwellings	Awaiting decision – Deadline for Parish Council response 1 st December Parish Councillors agreed to object on a number of grounds primarily related to over development of the site and poor access for vehicles including fire engines and rubbish collection. There is also a lack of parking for visitors and no inclusion of signage for public transport.
<u>UTT/25/28 29/FUL</u>	Wheats Farm Stagden Cross Road High Easter Essex CM3 1HW	Change of use to residential and construction of single storey annexe with carers facilities	Awaiting decision – Deadline for Parish Council response 4 th December. Parish Councillors agreed to comment and to ask for the annexe to remain subservient to the main farmhouse
<u>UTT/25/31 45/LB</u>	Chestnut Cottage The Street High Easter Essex CM1 4QS	Single storey extension/rebuild of rear porch with W.C and two storey rear extension including ensuite within pitched roof.	Awaiting decision Noted by meeting - no comment.
<u>UTT/25/29 77/LB</u>	Pentlow End Slough Road High Easter Essex CM1 4RE	Repair the existing floor beam that supports the first floor located in the rear room of the annexe	Delegated Decision Noted by meeting - no comment.

Signed
Cllr Robert Lodge (Chair, Parish Council)

APPENDIX B

The following financial payments are proposed:

<i>PAYMENT TO:</i>	<i>VALUE:</i>
Oliver Rogers, Parish Clerk [October]	431.64
The Poppy Appeal donation for the fly pass	£300.00
St Mary's Church donation for the wreath	£200.00
Remembrance Sunday incidental costs for refreshments for the pilots – Robert Lodge (Reimbursement)	£59.50
LYB: Fran Layzell for design work and printing of leaflets	£700.00
TOTAL:	£1,727.14

Signed
Cllr Robert Lodge (Chair, Parish Council)