

**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 2<sup>nd</sup> MARCH 2026 at 7.30PM 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

22<sup>nd</sup> February 2026

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**MEETING AGENDA**

**25/155 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.

**25/156 DECLARATION OF INTERESTS FOR THIS MEETING**

**25/157 PUBLIC FORUM (Maximum 15 minutes)**

**25/158 MINUTES OF ORDINARY PARISH COUNCIL MEETING** seeking approval for minutes of the previous Monday, 2<sup>nd</sup> February 2026.

**25/159 COUNTY AND DISTRICT CLLRS REPORT**

**25/160 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

Parish Councillors to consider and decide on a motion based on Alan Talbot's letter to the Parish Council. Mr Talbot has written to ask if a bench in memory of his wife, Rachel, could be put near the Jubilee Meadow on the Playing Field. The family has offered to pay for this bench and the installation.

- Footpaths – Cllr O'Connor

To note Footpath 66 (Parsonage Brook to The Street) will be temporarily closed by Essex County Council in April 2026.

- War memorial – Cllr O'Connor/Cllr Robinson
- Uttlesford liaison – Cllr Reeve
- Defibrillator management – Cllr Colgrave/Cllr Lodge

**25/161 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE**

- Training

25.161.01 Exchange of signed letter of completion of the Probationary Period for the Clerk and the agreed training contract signed by the Clerk for the CiLCA certificate.

25.161.02 Clerk has secured a place on the next Planning training course to be held in Great Dunmow at the training centre. Total cost is £125 (Excluding VAT) and part of the original training requirements of the Probationary period. This is scheduled to take place on Saturday, 21<sup>st</sup> March 2026.

**25/162 PLANNING APPLICATIONS [See APPENDIX A below]**

25.162.01 To discuss and decide on the below planning applications.

**25/163 PLAYGROUND EXTENSION**

25.163.01 To discuss and decide on the shortlisted bids for the playground extension.

25.163.02 To note that the Parish Council has been successful in securing a grant of £10,000 from Essex County Council’s Community Initiatives Fund to pay for part of the playground expansion project. Cllr Barker supported the application to the fund.

**25/164 FINANCE [See APPENDIX B below]**

25.164.01 To approve the payment of the below payments

25.164.02 Meeting to note that the current account balance is **£7,431.80** and the saving account balance is **£60,832.20** as at 24<sup>th</sup> February 2026. The Clerk has £249.50 cash to bank from Monday Muster exercise group [As of 24<sup>th</sup> February 2026].

**25/165 LITTER PICK**

25.165.01 Discuss and decide on a date for a spring village Litter Pick.

**25/166 ITEMS TO NOTE FOR THE NEXT MEETING**

**25/167 FUTURE DATES OF NEXT MEETINGS**

**\*\*Please note the change of dates for Easter Monday and the Early May Bank Holiday\*\***

<del>Monday 2<sup>nd</sup> February</del>	Monday 6 <sup>th</sup> July
Monday 2 <sup>nd</sup> March	Monday 7 <sup>th</sup> September
<del>Monday 6<sup>th</sup> April</del> Monday 13 <sup>th</sup> April	Monday 5 <sup>th</sup> October
<del>Monday 4<sup>th</sup> May</del> Monday 11 <sup>th</sup> May	Monday 2 <sup>nd</sup> November
Monday 1 <sup>st</sup> June	Monday 7 <sup>th</sup> December

**25/168 DATE OF NEXT MEETING** Monday, 13<sup>th</sup> April 2026 at 7.30pm at High Easter Village Hall

## APPENDIX A

REF	ADDRESS	DESCRIPTION	DETAILS
<b>Latest applications</b>			
<a href="#">UTT/26/00 20/NMA</a>	Lower House Farm The Street High Easter Chelmsford Essex	Non Material Amendment to UTT/22/2857/FUL - external alterations to window and door fenestrations	Delegated Decision
<a href="#">UTT/26/02 88/CLP</a>	Lanterns The Street High Easter Chelmsford Essex	Construction of a hard standing area of dimensions 10m x 20m. Area to be painted green with white lines and to have a temporary net of height maximum 1m. Hard standing to be located in south east corner of the current garden - currently used as a vegetable / fruit garden.	Delegated Decision
<b>Information only</b>			
<a href="#">UTT/25/32 02/FUL</a>	3-6 Lawn Hall Chase Cottages Hall Chase High Easter Dunmow Essex CM6 3PL	Demolition of 4 no. existing dwellings and erection of 6 no. new dwellings with associated access, parking and amenity space	Approved
<a href="#">UTT/25/33 90/FUL</a>	Stables At Malyons The Street High Easter Essex	Section 73A Retrospective application for retention of hay store extension to stables complex. Used currently as a commercial livery and stable yard	Unconditional approval
<a href="#">UTT/25/33 17/HHF</a>	Cherry Cottage The Street High Easter Essex CM1 4QS	Demolition of existing single storey later additions to rear and side of property Erection of a single storey side and rear extension Associated alterations as detailed on application drawings Covered link to garage Erection of single storey extension to rear of existing garage for use as utility/storage space Minor landscaping works. Revisions to earlier approved scheme under UTT/25/0970/HHF and UTT/25/0971/LB	Refused
<a href="#">UTT/25/33 03/LB</a>	Harpers Shooters Hatch Road High Easter Essex CM3 1HU	Conversion of existing outbuilding and barn to annexe and holiday cottage	Refused - The proposal fails to preserve the setting and significance of the Grade II listed building

## **APPENDIX B**

The following financial payments are proposed:

<b><i>PAYMENT TO:</i></b>	<b><i>VALUE:</i></b>
Oliver Rogers, Parish Clerk [February] includes additional hours worked for CiLCA training and start of the course	£718.16
Paul Sutton for 5 hours design work on the extension to the Village Hall plans (To be part-recharged to the Village Hall Committee)	£250.00
Lodge's INV-2249 for use of the Museum for Monday Muster exercise group	£360.00
The Hundred Parishes Society – renewal of membership	£10.00
<b>TOTAL:</b>	<b>£1,338.16</b>