

HIGH EASTER PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL

held at High Easter Village Hall on Monday, 2nd March 2026 at 07:30pm

Present: Cllrs Robert Lodge (Chair), Nigel Boreham (Vice-Chair), Lucy O'Connor, Wendy Colgrave, Janet Robinson and the Clerk, Oliver Rogers.¹

2 residents were in attendance.

The Chair opened the meeting at 7.31pm

Cllr Reeve arrived at 7.32pm

25/155 APOLOGIES FOR ABSENCE²

None.

25/156 DECLARATION OF INTERESTS FOR THIS MEETING³

None.

25/157 MINUTES OF ORDINARY PARISH COUNCIL MEETING⁴ held on Monday, 2nd February 2026. The meeting **resolved and agreed** the minutes as a record of the proceedings.

25/158 COUNTY AND DISTRICT CLLRS REPORT

Local Elections for Essex County Council are planned for Thursday, 7th May 2026.

25/159 PUBLIC FORUM (Maximum 15 minutes)

Local residents raised concerns about a planning application UTT/26/0288/CLP and made representation that they're concerned about the installation of hard standing at the property Lanterns. The residents asked the Parish Councillors to consider making a comment on this application.

25/162 PLANNING APPLICATIONS [See APPENDIX A below]⁵

The Chair brought this agenda item forwards for discussion following the public forum.

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

A discussion followed on planning application UTT/26/0288/CLP and Parish Councillors discussed the application and decided to agree the following comment from the Parish Council:

The Parish Council believes that the construction of a hard standing for sports pitches in the Conservation Area could have significant impact on the character, appearance, and drainage

¹ Local Government Act 1972 Section 12 (40) [Record of attendance at the meeting]

² Local Government Act 1972 Section 85 (1) [Record of absence for the meeting]

³ Localism Act 2011 Section 29 (1) [Record of declared interests]

⁴ Local Government Act 1972 Section 12 Part IV para 41 (1) and (2) [Minutes are a signed and accurate record of the previous meeting]

⁵ The Town and Country Planning (Development Management Procedure) (England) Order 2015 (Article 25 and 25A) [Parish Council is a statutory consultee for all parish related planning applications submitted to the Principal Authority in England]

Signed

Cllr Robert Lodge (Chair, Parish Council)

of the area. This type of development could be detrimental to the character of High Easter's historic centre and also the character of the rural countryside surrounding this historic property.

Article 4 direction removes permitted development rights for certain works in a Conservation Area and this was implemented in the High Easter Conservation Area in May 2013. The direction as set out in the High Easter Conservation Area Appraisal document, which was produced by Uttlesford District Council, says that boundary treatments are subject to this removal of permitted development rights. Consideration should be given to the effect and location this hard standing will have on the visible settlement boundary and whether a full planning application is a more appropriate route for these works to take.

Although there is no mention in this application for high fencing or lighting, Parish Councillors are concerned that noise and light pollution could be a concern for neighbours should this be put in place at a later date and if the use of the facility was during anti-social hours.

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 **resolved and agreed** to the principle of agreeing to install a bench in memory of Alan Talbot's wife, Rachel, near the Jubilee Meadow on the Playing Field. The family has offered to pay for this bench and the installation. Subject to exact location plan being submitted for approval at the next meeting. Clerk to arrange location with Alan.⁶

- 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 Parish Councillors **resolved and agreed** for the Clerk to attend the next planning training available. Total cost of the course is £125 (Excluding VAT) and part of the original training requirements of the Probationary period. *[This is now scheduled to take place on 13th June]*

- The Chair, Cllr Lodge signed the renewal form for continued membership to RCCE and Hundred Parishes Society.

⁶ An order made under the Parish Councils Act 1957 Section 1 (1) [Power to provide public seating]

Signed
Cllr Robert Lodge (Chair, Parish Council)

- Thank you to Stan Matthews for repairing and installing a replacement sign paddle for the fingerpost towards Leaden Woods.

ITEM 25/162 See above.

25/163 PLAYGROUND EXTENSION

25.163.01 Parish Councillors **resolved and agreed** to support the acceptance of the Creative Play proposal for extending the playground area and constructing an area for children under 3 years of age to play.⁷ This is subject to clarification around muck away and access requirements to the playing field. Clerk to place order and follow-up with feedback to the three shortlisted bids.

Cllr O'Connor and the working group particularly liked the tractor design of the main play unit and the construction from recycled plastic. The sensory panels offer a lot for children with learning disabilities and include braille. The works are scheduled to begin on 20th April and should be completed within 2 weeks. Cllr Reeve noted that Creative Play had previously built the existing playground area.

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]⁸

25.164.01 Parish Councillors **resolved and agreed** to make the following below payments.

25.164.02 Meeting to note that the current account balance is **£7,681.30** and the saving account balance is **£60,832.20** as at 1st March 2026. The Clerk has banked £249.50 cash from Monday Muster exercise group [January to February].

25/165 LITTER PICK

25.165.01 The Parish Council **resolved and agreed** to hold a spring litter pick on Saturday, 18th April at 10.00am. Equipment will be provided and volunteers will meet at the Village Hall. Clerk to promote the event via social media and email newsletter.

25/166 ITEMS TO NOTE FOR THE NEXT MEETING

Street lighting

Cllr Lodge to explore a joint meeting with the Village Hall Committee and the Parish Council.

25/153 FUTURE DATES OF NEXT MEETINGS

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

Monday 2nd February	Monday 6 th July
Monday 2nd March	Monday 7 th September
Monday 6th April Monday 13 th April	Monday 5 th October
Monday 4th May Monday 11 th May	Monday 2 nd November

⁷ An order made under the Local Government Act 1976 (Miscellaneous Provisions) Section 19 (1) (f) [Power to provide recreational facilities as necessary]

⁸ The Accounts and Audit Regulations 2015 Regulation 4 (1-4) [Category 2 authorities maintain accurate financial records]

Signed
Cllr Robert Lodge (Chair, Parish Council)

Monday 1 st June	Monday 7 th December
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25/154 DATE OF NEXT MEETING, Monday, 13th April 2026 at 7.30pm at High Easter Village Hall.

Meeting closed by Chair Cllr Lodge at 08.42pm

APPENDIX A

REF	ADDRESS	DESCRIPTION	DETAILS
Latest applications			
UTT/26/00 20/NMA	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 Noted.
UTT/26/02 88/CLP	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 Parish Councillors decided to comment and the full text is displayed above under ITEM 25/162
Information only			
UTT/25/32 02/FUL	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
UTT/25/33 90/FUL	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
UTT/25/33 17/HHF	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	Revision to the original planning application has been refused
UTT/25/33 03/LB	Harpers Shooters Hatch Road High Easter	Conversion of existing outbuilding and barn to annexe and holiday cottage	Refused – For clarification, the proposal fails to preserve the setting and significance of

Signed
Cllr Robert Lodge (Chair, Parish Council)

	Essex CM3 1HU		the Grade II listed building.
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APPENDIX B

The following financial payments are proposed:

<i>PAYMENT TO:</i>	<i>VALUE:</i>
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
Uttlesford District Council – Green Waste skip 2025	£1,740.00
Royal Mail Group – Love Your Bus leaflet drop	£1,550.68
RCCE – renewal of membership	£85.80
Stan Matthews for the repair of the broken signpost	£380.00
TOTAL:	£5,094.64

Signed
Cllr Robert Lodge (Chair, Parish Council)