

HIGH EASTER PARISH COUNCIL

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL

held at High Easter Village Hall on Monday 7th July 2025 at 07:30pm

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

1 resident,

County and District Cllr Susan Barker

25/43

APOLOGIES FOR ABSENCE

None.

25/44

DECLARATION OF INTERESTS FOR THIS MEETING

Members declared no interests.

25/45

APPOINTMENT OF THE PARISH CLERK AND RESPONSIBLE FINANCE OFFICER

25.45.01

To approve the recommendation of the chair to appoint Oliver Rogers as clerk and Responsible Finance Officer to High Easter Parish Council with effect from 16th June 2025. Hours to be average 7 hours per week at SP6 as set out in the National Agreement on Salaries and Conditions of Service of Local Council Clerks in England and Wales. As per the arrangements already in place the clerk has already been appointed by Great Canfield and will be appointed by Margaret Roding Parish Council at their next meeting.

Proposed by Cllr Lodge and seconded by Cllr O'Connor with all in agreement.

25.45.02

To approve Cllrs Colgrave and O'Connor as responsible for agreeing the contract terms and staff policies on behalf of High Easter Parish Council (a separate contract is required for each council). Any changes to current clerk terms or salary will be brought back to full council for approval.

Proposed by Cllr Lodge and seconded by Cllr Boreham with all in agreement.

Signed

Cllr Robert Lodge (Chair, Parish Council)

25.45.03

To note: the outgoing clerk is providing a handover, which begun w/c 16th June 2025.

25/46**PUBLIC FORUM** (Maximum 15 minutes)

Discussion of a water leak fixed by Affinity Water that resulted in a lamp post being partially removed. Cllr Barker is to try and arrange a meeting between the resident and Essex County Council to resolve the issue of the remaining section of lamp post.

Resident left at 07:52pm.

25/47**MINUTES OF ORDINARY PARISH COUNCIL MEETING**
2nd June 2025 for approval.

Proposed by Cllr Lodge and seconded by Cllr Boreham with all in agreement.

25/48**COUNTY AND DISTRICT CLLRS REPORT**

Cllr Barker updated on the latest information around Local Government reform and how Uttlesford District Council might be incorporated into the new structures.

Waste fleet will be moved to run on bio-fuel chip fat oil to reduce emissions and support UDC's Climate Change policy ambitions.

Potholes: please send in potholes to Cllr Barker. Ongar through to Dunmow, the Chairman said had large potholes and was a major trunk road. He also raised the issue of the road through to Pleshey.

Cllr Barker left at 08:04pm.

25/49**CLERK'S PROGRESS UPDATE and
CORRESPONDENCE TO NOTE**

Playground inspection to be carried out by Cllr O'Connor for July and the following month [August] by Cllr Colgrave.

Rota for the rest of the year:

September by Cllr Robinson, October by Cllr Boreham, November by Cllr Lodge and December by Cllr Reeve.

State of the floor of the play area is to continue being monitored.

Allison Ward has plastic swing covers for Cllrs Lodge and Boreham to install – Allison will send them across.

Signed

Cllr Robert Lodge (Chair, Parish Council)

25/49 [cont.]

New playing field equipment discussion followed an update from Cllr O'Connor.

Narrowed down to 3 bids for new equipment and Cllr O'Connor will go back and see what these three contractors can do.

It was suggested that the swings be moved to where the removed mound was and this could create a larger space for a playground extension.

Colour splats could help to resolve the cracking, but Cllr O'Connor would like to know more information about how that might work. Cllr Lodge agreed that it was worth considering and investigating further.

Cllrs Reeve and O'Connor will meet with each of the contractors and hold further discussions.

The youth football club making use of the pitches on the Jubilee Field and the facilities at the Village Hall want to hold a meeting with representatives of the Parish Council to discuss the condition of the football pitch.

ACTION: Chair delegated Clerk to arrange meeting during August.

25/50**COUNCILLORS REPORTS**

Cllr Colgrave updated the meeting on banking mandates and has now successfully been added to the approval process.

Defibrillators - Cllr Colgrave is learning how to check the Spotted Dog unit. The Clerk reported that he had checked the Snug unit on 4 July.

Monday Muster summer event – date has been set for an event at the Village Hall on Friday 8th August.

Cllr Reeve notes that Uttlesford DC's designation for planning matters had been lifted. Local plan design workshops are still ongoing. The draft Local Plan is due for submission to the Secretary of State in February 2026 with approval early next year.

Local nature recovery strategy – Cllr Reeve said Sustainable Uttlesford met at Bury Farm in Great Canfield with 80 people attending the event. Low carbon and high nature clubs and associations exchanged information and tips.

Signed

Cllr Robert Lodge (Chair, Parish Council)

25/50 [cont.]

Next meeting is on 29th July and will be a webinar. The subject will be community energy projects and Cllr Reeve will be chairing as he's keen to look at the issues around establishing a project in High Easter.

Cllr Lodge commended on Cllr Reeve and Uttlesford DC's recent Climate Action scorecard success as reported in local media. Uttlesford DC is now one of the leading district councils in Essex for work towards Climate Change abatement and the Chair congratulated Cllr Reeve for this work.

25/51**PLANNING**

New planning –

25.51.01

APPLICATION NO: [UTT/25/1642/TPO](#)

TOPLINE SUMMARY: Remove ivy and deadwood from 1 Elm and 1 Field Maple. Remove 1 Ash tree. This work is to the rear of the pavilion and is not in view of any roadways.

LOCATION: Cricket Ground The Street High Easter Essex CM1 4QS

APPLICANT: Jonathan Norgrove

DECISION LEVEL: Delegated Decision

No objections raised and councillors discussed tree safety more broadly following the collapse of a tree in a Southend park. The meeting confirmed support for the works.

Proposed by Cllr Colgrave and Seconded by Cllr O'Connor with all in agreement.

25.51.02

Decisions for information only -

APPLICATION NO: [UTT/25/1116/CLP](#)

TOPLINE SUMMARY: The conversion to residential of an existing barn for which planning permission and listed building consent was given on the 24 September 2019.

LOCATION: The Hill, Chelmsford Road, Margaret Roding

DECISION: Approved

25.51.03

To consider how to respond to **Stansted Airport planning application**

APPLICATION NO: [UTT/25/1542/FUL](#)

Signed

Cllr Robert Lodge (Chair, Parish Council)

25.51.03 [cont.]

Councillors discussed background details to this application including 'airfield works comprising two new taxiway links to the existing runway (Rapid Access Taxiway and Rapid Exit Taxiway) to enable continued airfield operations of 274,000 aircraft movements and an increase in passenger throughput from 43 million terminal passengers to up to 51 million terminal passengers, in a twelve month calendar period. The deadline for responses is 21st July.

Meeting to consider High Easter Parish Council's response to this application.

Cllr Colgrave said that the flight path goes directly over the village and when the wind is in the right direction around 90 percent of the flights are audible.

Cllr Reeve said that the object of any comment should be to try to improve the Section 106 requirements.

Councillors were concerned about the actual times planes were flying, as it was noted that freight planes seem to fly at 5.00am – outside of passenger aircraft times.

All at the meeting agreed that the Parish Council should ask for increased and enhanced noise checks in High Easter.

Green infrastructure and public transport improvements should be another request for more provision as the meeting was told a Bus service has been scaled down between Dunmow and the airport [X30 no longer stopping at Dunmow during the daytime].

ACTION: Parish Clerk to draft and circulate amongst Councillors a comment for inclusion. Proposed by Cllr Colgrave and Seconded by Cllr O'Connor with all in agreement.

25/52

PARISH COUNCIL VACANCY

ACTION: It is now possible to co-opt a new councillor and Councillors agreed to make an approach to an individual. More details to follow at the September meeting.

25/53

VEHICLE ACTIVATED SIGN [VAS]

ACTION: Clerk to secure a range of quotes for a new sign near the Village Hall.

25/54

GARNETTS WOOD SSSI

The Chairman had reported a number of issues to the woodland owners, Essex County Council. The Clerk reports that fly-tipped rubbish had been removed and bridge repair to a footpath was scheduled for works in August.

Picnic table in the carpark area is being investigated for replacement as it is rotten (Possibly made from wood in Garnetts Wood) and a contractor has been spoken with about leaving large logs on paths and ditches especially around the footpath at the back of the woods. Paths will be trimmed in places.

Harry Bryer is the Senior Forestry and Woodland Officer at Essex County Council, and he is keen to explore new planting opportunities and meet with Councillors to discuss community engagement opportunities.

ACTION: The Clerk is to follow-up with Harry and suggest he explore with the owners of the field adjacent to the car park if that might be a site for more tree planting.

25/55

WINTER SALT SCHEME

Cllr Boreham updated the meeting on the latest salt stocks held on his farm. He said that last year's salt was not started and he was holding sufficient quantity and would not require any more for storage.

Should surrounding smaller villages require any, Cllr Boreham said he would be able to supply parish councils if they were willing to collect from him.

25/56

LOVE YOUR BUS GRANT

The Clerk to report in further detail at the next meeting.

25/57

FINANCE

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

<i>PAYMENT TO:</i>	<i>VALUE:</i>
Allison Ward, Parish Clerk	£339.30
Oliver Rogers, Parish Clerk	£135.85
Eric Colvin for monthly reading group sessions	£75
JCM Services Amenity & Groundcare LTD	£1,053

Signed
Cllr Robert Lodge (Chair, Parish Council)

25/58**ITEMS FOR THE NEXT MEETING**

Report on the Village Hall expansion committee meeting on 23rd July.

Report on the Summer Event taking place on Friday 8th August.

25/59**DATE OF NEXT MEETING**

Monday 1st September 2025 at 7.30pm in High Easter Village Hall.

TIME AND CLOSE OF MEETING

Cllr Lodge closed the meeting at 9.25pm

[END]

Signed

Cllr Robert Lodge (Chair, Parish Council)