

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
held at High Easter Village Hall on Monday, 7th September 2026 at 07:30pm

Present: Cllrs Robert Lodge (Chair), Nigel Boreham (Vice-Chair), Lucy O'Connor, Wendy Colgrave, Janet Robinson, Neil Reeve and the Clerk, Oliver Rogers.¹ Also attending District Cllr Susan Barker and County Cllr Geoff Bagnall.

4 members of the public.

The meeting Chair, Cllr Lodge opened the meeting at 7.30pm

Cllr Janet Robinson arrived at 7.31pm

26/51 APOLOGIES FOR ABSENCE²

Cllr Martin Taylor is away.

26/52 DECLARATION OF INTERESTS FOR THIS MEETING³

Cllr Lodge declared a pecuniary interest in planning application UTT/26/2015/TPO (item 26/62)

26/53 MINUTES OF ORDINARY PARISH COUNCIL MEETING⁴ held on Monday, 1st June 2026.
The meeting **resolved and agreed** the minutes as a record of the proceedings.

Cllr Colgrave asked for a correction on page 2 and to make it clear that 'Uttlesford District Council' was now applying a Community Infrastructure Levy.

Cllr Neil Reeve arrived at 7.32pm

26/54 PUBLIC FORUM (Maximum 15 minutes)

The Chair, Cllr Lodge thanked Olivia Harris for her work, personal expense and dedication in pursuing and up holding planning law in relation to the enforcement action taken in relation to Forest Contracts' operations at Maidens Farm.

Mrs Harris and another member of the public made points about the future and current class of use for the site at Maidens Farm as to why they believe UTT/26/1884/FUL should be rejected by Uttlesford District Council.

Advice had been received from Uttlesford District Council to the Parish Council that this application was only looking at the extensions, which the inspector's report explicitly said are of little harm or real concern. Questions of the lawful use and future users of the building are not presented for the Council to assess and it would be unlawful for the Local Planning Authority to consider individuals and motives or to be prescriptive about separate matters outside of the application's scope. The case officer must only look at the description and assess the building works shown on paper.

George Matthews attended the meeting and was representing the owners of Maidens Farm, the Matthews Family. He said Forest Contracts have left that premieres and the bio mass boiler has

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]

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Chair of the Meeting

been removed. The two small extensions, they believe, do not seem to be an issue with the planning officer. The Matthews' family would like to see them made use of and not taken down.

26/55 PLANNING APPLICATION

26.55.01 The meeting **resolved and agreed** to make the following comment to the planning application considered below.

Parish Council Decision table [Noted/Comment/No Comment]			
UTT/26/1884/FUL	Maidens Industrial Unit Maidens Farm Green Street High Easter Essex CM3 1HU	Section 73A Retrospective application for erection of front and rear extensions to barn. Removal of biomass boiler and associated plant	Cllr Reeve said he supported the application in its form as presented and it would be a useful and inoffensive diversification project for Maidens Farm. Cllr Colgrave said the planning history is sensitive, and would Mr Matthews be able to talk with the residents and give some assurances about the future use of the buildings. This would try to work together. Cllr Lodge said that the glass ends could reflect light from the windows and so more screening should be considered. It was proposed to make no objection - provided the current planning class is complied with. The motion was proposed by Cllr Lodge and seconded by Cllr Colgrave and the meeting resolved and agreed the motion unanimously.

26/56 COUNTY AND DISTRICT CLLRS REPORT

Cllr Barker said enforcement is not a statutory responsibility of the District Council and she would like to see the enforcement function 'beefed up'. Cllr Reeve said that the enforcement team at Uttlesford District Council had gone from half a person to 4 people. UDC does take it very seriously. No point having planning applications if they're not checked.

Local Government Reform has been paused and is off the agenda until next year. And UDC is launching a new food waste campaign and new bags will be provided.

September 15th and picnic benches made for Garnetts Wood are being launched by Cllr Barker and Cllr Reeve with the Barnston Brownies.

Cllr Bagnall updated the meeting on Operation Vanguard, a decision by Essex County Council to deploy private security operatives in Braintree, Chelmsford and Colchester centres.

Cllr Bagnall said he had driven High Easter Road from Barnston to High Easter and there are quite a few patch repairs. The road is scheduled to be closed now for the next 5 weekends for drainage works at Wells-Tye Green. Cllr Barker raised that one of the Saturday closures would impact the

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local Framers Market at Great Garnetts and that this should be re-considered.

Cllr Lodge asked for a site meeting with Cllr Bagnall to drive some of the road network to Pleshey and locate defects in need of repair. Cllr Bagnall agreed to provide dates.

County Cllr Geoff Bagnall and District Cllr Susan Barker both left the meeting at 8.25pm.

26/57 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. Playground inspection was carried out by Cllr Lodge and the condition is good. Summer BBQ was a success thank you to all who helped out and a number of letters of thanks have been received by Parish Cllrs. Thank you to Cllr Taylor and Gwen for hosting the BBQ.
- Footpaths – Cllr O'Connor
- War memorial – Cllr O'Connor/Cllr Robinson - Parking in front of the War Memorial Cllr O'Connor said it has been quite good recently. Thank you to Mark, a resident in the village, who has changed the flowers. Phone box repainting has been started by Richard Keil.
- Defibrillator management – Cllr Colgrave/Cllr Lodge

26/58 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

- Thank you letter was sent to David and Penny Kelsey for Road Race donation and the latest rota for soup making has been sent out with the first of the Autumn term sessions of Monday Muster taking place on 7th September.
- Purchase Orders for Love Your Bus 2 have been submitted to Essex County Council for payment.

26/59 PUMP GREEN TREE WORKS

26.59.01 The meeting considered 4 bids for the works to pollard the Lime Tree on Pump Green. Parish Cllrs **resolved and agreed** to accept the bid from Treecology. This bid was competitive on price and the contractor had previous experience of undertaking this work at the site.

Cllr Robinson asked for the japonica in the well to be removed as well.

26/60 WEBSITE DEVELOPMENT

26.60.01 To be deferred to the next meeting.

26/61 INSURANCE QUOTE

26.61.01 The meeting **resolved and agreed** to purchase the revised quote from Zurich Insurance. Proposed by Cllr Robinson and seconded by Cllr O'Connor.

Signed
Chair of the Meeting

26/62 PLANNING APPLICATIONS [See table below]⁵

26.62.01 The meeting **resolved and agreed** to make the following comments and objections to the planning applications considered below.

Parish Council Decision table [Noted/Comment/No Comment]			
UTT/26/1884/FUL	Maidens Industrial Unit Maidens Farm Green Street High Easter Essex CM3 1HU	Section 73A Retrospective application for erection of front and rear extensions to barn. Removal of biomass boiler and associated plant	Dealt with earlier
UTT/26/2040/DOC	Wheats Farm Stagden Cross Road High Easter Essex CM3 1HW	Application to discharge conditions 7 (Bats) 8 (Biodiversity Enhancement Strategy) 9 (Lighting) attached to UTT/23/1059/FUL	No Comment
UTT/26/2015/TPO	The Old Vicarage The Street High Easter Essex CM1 4QS	1 no. Copper Beech - propose to carry out a 30% reduction (2.5m) and remove all major deadwood and 1 no. Chestnut - crown reduction of around 2.5m with over extended limbs being brought back by approx. 3.5m.	No Comment
UTT/26/1833/AG	Land At Easter Hall Farm Slough Road High Easter Essex	General purpose agricultural building	No Comment
UTT/26/1630/HHF	9 Stagden Cross Villas Rehobeth Street High Easter Essex CM1 4QX	Proposed two storey rear extension, front porch and internal reconfiguration	No Comment

REF	ADDRESS	DESCRIPTION	DETAILS
Latest applications			
UTT/26/1884/FUL	Maidens Industrial Unit Maidens Farm Green Street High Easter Essex CM3 1HU	Section 73A Retrospective application for erection of front and rear extensions to barn. Removal of biomass boiler and associated plant	Awaiting decision / ITEM: 26/55
UTT/26/2040/DOC	Wheats Farm Stagden Cross Road High Easter Essex CM3 1HW	Application to discharge conditions 7 (Bats) 8 (Biodiversity Enhancement Strategy) 9 (Lighting) attached to UTT/23/1059/FUL	Delegated Decision (12/08)
UTT/26/2015/TPO	The Old Vicarage The Street High Easter Essex CM1 4QS	1 no. Copper Beech - propose to carry out a 30% reduction (2.5m) and remove all major deadwood and 1 no. Chestnut - crown reduction of around 2.5m with over extended limbs being brought back by approx. 3.5m.	Delegated Decision (10/08)
UTT/26/1833/AG	Land At Easter Hall Farm Slough Road High Easter Essex	General purpose agricultural building	Delegated Decision (21/07)
UTT/26/1630/HHF	9 Stagden Cross Villas Rehobeth Street High Easter Essex CM1 4QX	Proposed two storey rear extension, front porch and internal reconfiguration	Delegated Decision (20/07)
Information only			

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]

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UTT/26/1476/PAQ3	Agricultural Buildings At Wheats Farm Stagden Cross Road High	Prior Notification of change of use of agricultural building to 6 no. dwellings	Refused – full planning application is required
UTT/26/1417/HHF	Cherry Cottage The Street High Easter Essex CM1 4QS	Proposed replacement of external modern render with painted timber Weatherboarding	Approved with conditions (10/08)
UTT/26/1181/DISBG P	Land South Of Ramseys The Street High Easter Essex	Application to discharge condition 13 (biodiversity gain plan) attached	Refused. Discharge Biodiversity Gain Plan (06/08)
UTT/26/1432/HHF	Shorts Barn Shorts Farm Road High Easter Chelmsford Essex	Erection of a single-storey rear extension to a previously converted barn.	Approved with conditions (30/07)
UTT/26/1573/AG	Great Garnetts Farm Bishops Green High Easter Road Barnston	Proposed circular store constructed from a concrete base with pre-stressed concrete panels and with covered lid. 15m diameter x 5m high	Deemed refused (22/07)
UTT/26/0979/FUL	Shorts Barn Shorts Farm Road High Easter Chelmsford Essex	Proposed change of use of redundant former agricultural barn, to form a dwelling, and an adjacent building to form short-stay tourist accommodation, including conversion works to buildings, the erection of an extension to the barn to reinstate a previously collapsed structure, erection of a detached garage cartlodge building and associated landscaping	Refused (07/07)

26.62.01 The meeting **resolved and agreed** to make no comment on a licencing application for Road Closures on Sunday, 20th June 2027 for the High Easter 10k road race.

26/63 INTERNAL CONTROLS POLICY

26.63.01 It was decided to defer to the next meeting this item on amendments to Financial Regulations and the adoption of the Internal Controls policy.

26/64 FINANCE [See table below]

26.64.01 Meeting to note that the current account balance is £20,510.86 and the saving account balance is £23,352.62 as at 28th August. The bank reconciliation was deferred to the next meeting and Cllr Colgrave to work on this with the Clerk.

26.64.02 The meeting **resolved and agreed** to make the below payments for August.⁶

PAYMENT TO:	VALUE:
Oliver Rogers, Parish Clerk [August] includes additional hours worked for CiLCA training.	£718.16
JCM Services – 4 x Dead tree felling	£804.00
JCM Services – Verge cutting 2/3	£1,773.24
JCM Services – Ground maintenance 2/4	£990.00
ICO – Renewal of the data licence	£52.00
TOTAL:	£4,337.40

26.64.03 To approve the payment of the below payments for September.

⁶ The Accounts and Audit Regulations 2015 Regulation 4 (1-4) [Category 2 authorities maintain accurate financial records]

Signed
Chair of the Meeting

PAYMENT TO:	VALUE:
Oliver Rogers, Parish Clerk [September] includes additional hours worked for CiLCA training	£718.16
Wendy Colgrave reimbursement for purchase of meat for Summer BBQ event at Lanterns from Great Garnetts	£69.50
Wendy Colgrave reimbursement for purchase of thank you gift for Summer BBQ event at Lanterns	£21.53
Wendy Colgrave reimbursement for purchase of 3 x 10 mini ice creams for Summer BBQ event at Lanterns from Tesco	£19.80
Lodge's Coaches reimbursement for Love Your Bus Chignal Loop half-year of additional journeys [as per the previously agreed budget for project]	£5,200.00
JCM Services – Ground maintenance 3/4	£990.00
	£132.00
TOTAL:	£7,150.99

26/65 ITEMS TO NOTE FOR THE NEXT MEETING

- Website development
- Internal Controls update
- Enforcement action
- Trees not privately owners on The Street

26/66 FUTURE DATES OF NEXT MEETINGS

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

26/67 DATE OF NEXT MEETING Monday, 5th October 2026 at 7.30pm at High Easter Village Hall.

The Chair, Cllr Lodge closed the meeting at 9.23pm.

Signed
Chair of the Meeting