

HIGH EASTER PARISH COUNCIL

Clerk to the Council – Oliver Rogers

Greenview, High Easter Road, Barnston, Dunmow, Essex CM6 1ND

Telephone 07799 542902 E-mail parishclerkhepc@gmail.com

Councillors are hereby summoned to attend the Ordinary Meeting of Parish Council meeting which will be held in High Easter Village Hall on MONDAY 5th OCTOBER 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

28th September 2026

MEETING AGENDA

26/68 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.

26/69 DECLARATION OF INTERESTS FOR THIS MEETING

26/70 MINUTES OF ORDINARY PARISH COUNCIL MEETING seeking approval for minutes of the previous meeting held on Monday, 7th September 2026.

26/71 PUBLIC FORUM (Maximum 15 minutes)

26/72 COUNTY AND DISTRICT CLLRS REPORT

26/73 CLLR TRAINING AND RESPONSIBILITIES

To discuss and decide on any changes to the below list:

- 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

Next Playground inspection: Cllr Boreham (inspection in October)

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

26/74 CLERK'S PROGRESS UPDATE and CORRESPONDENCE TO NOTE

- Treecology has submitted a planning application on 27th September for the tree on Pump Green to be pollarded.
- Love Your Bus 2 route has been test driven and submitted to the Traffic Commissioner for approval. Essex County Council has paid across the total funds and work is underway for another mailshot and timetable production.
- Set budgets for Remembrance Sunday [8th November] and Christmas Lunch event and confirm dates. To be agenda items at next meeting.

26/75 WEBSITE DEVELOPMENT

26.75.01 To discuss and decide on whether to go ahead with purchase of .gov.uk domains.

26.75.02 To discuss and decide on separate email accounts for all Cllrs.

26.75.03 To discuss and decide on whether to purchase a new website design.

26/76 EXTERNAL AUDITOR REPORT

26.76.01 To receive the report of the External Auditors and discuss the findings.

26/77 PLANNING APPLICATIONS [Cont.]

26.77.01 To discuss and decide on the below planning applications.

Parish Council Decision table [Noted/Comment/No Comment]			
UTT/26/2358/FUL	Kingston The Street High Easter Essex CM1 4QL	Change of use of land from agricultural/equestrian use to residential garden.	
UTT/26/2326/AG	Land At Easter Hall Farm Slough Road High Easter Essex	General purpose agricultural building (resubmission of UTT/26/1833/AG)	
UTT/26/2303/HHE	1 Parsonage Farm Barns Barnston Road High Easter Essex CM1 4QZ	Installation of photovoltaic (PV) panels on the roofs of outbuildings and provision of battery storage within the cart lodge.	

REF	ADDRESS	DESCRIPTION	DETAILS
Latest applications			
UTT/26/2358/FUL	Kingston The Street High Easter Essex CM1 4QL	Change of use of land from agricultural/equestrian use to residential garden.	Delegated Decision (22/09)
UTT/26/2326/AG	Land At Easter Hall Farm Slough Road High Easter Essex	General purpose agricultural building (resubmission of UTT/26/1833/AG)	Delegated Decision (09/09)

UTT/26/2303/HHE	1 Parsonage Farm Barns Barnston Road High Easter Essex CM1 4QZ	Installation of photovoltaic (PV) panels on the roofs of outbuildings and provision of battery storage within the cart lodge.	Delegated Decision (07/09)
Information only			
UTT/26/1630/HHE	9 Stagden Cross Villas Rehobeth Street High Easter Essex CM1 4QX	Proposed two storey rear extension, front porch and internal reconfiguration	Approved (22/09)
UTT/26/1468/DOC	Poplar Farm The Street High Easter Essex CM1 4RB	Application to discharge condition 4 (details drawings) attached to UTT/25/0902/LB	Refuse to Discharge Conditions (11/09)

26/78 INTERNAL CONTROLS POLICY

26.78.01 To discuss and decide on amendments to Financial Regulations to allow for the adoption of the Internal Controls policy.

26.78.02 To discuss and decide on adoption of the new Internal Controls policy.

26/79 FINANCE [See tables below]

26.79.01 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. Cllrs to note the bank reconciliation.

26.79.02 To approve the payment of the below payments for October

PAYMENT TO:	VALUE:
Oliver Rogers, Parish Clerk [October] includes additional hours worked for CiLCA training.	£718.16
JCM Services – Annual hedge cutting	£804.00
PKF Littlejohn LLP – External auditor fee	£378.00
TOTAL:	£1900.16

26/80 ITEMS TO NOTE FOR THE NEXT MEETING

26/81 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

26/82 DATE OF NEXT MEETING Monday, 2nd November 2026 at 7.30pm at High Easter Village Hall.