

Chair: Cllr Toby Acton  
Clerk: Bonnie Jones | Ware Farm, The Street, High Roding, CM6 1NT |  
clerk@highongar-pc.gov.uk | www.highongar-pc.gov.uk

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You are hereby summoned to attend  
**A Meeting of High Ongar Parish Council**  
To be held on  
**WEDNESDAY 12<sup>th</sup> February 2025 – at 7:30pm**  
at the High Ongar Village Hall

for the purpose of transacting business as shown on the agenda below.

The public and press are welcome to be present. Please note that this meeting may be recorded.



Date: 6th February 2025

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**AGENDA**

**2024/25.144 Apologies for Absence**

Members are reminded that s85 of the Local Government Act 1972 states that apologies for absence must be received prior to the meeting.

**2024/25.145 Other Absences**

**2024/25.146 Declarations of Interest**

To declare the existence and nature of any Disclosable Pecuniary, Other Registerable Interest or Non-Registerable Interest relating to items on the agenda.

**2024/25.147 Minutes of the Previous Meeting**

To agree the Minutes of the Parish Council meeting held on 8<sup>th</sup> January 2025.

**2024/25.148 Public Participation Session**

The Chair will invite questions and observations from members of the public present. A maximum time of 15 minutes will be allowed, with 3 minutes per person.

**2024/25.149 Reports and Members Reports**

- a) Chairman's Report – verbal report.
- b) Vice Chairman's Report.
- c) District & County Councillors Reports - District Councillors are invited to submit a written report if they are unable to attend the Parish Council Meeting.
- d) Parish Councillors - verbal reports will be received if no written report has been submitted.
  - Ward Councillor Report – Paslow Common
  - Ward Councillor Report - High Ongar
  - Ward Councillor Report- Norton Mandeville
- e) Highways Report
- f) High Ongar Village Hall
- g) Police Reports

**2024/25.150 Clerk's Report**

To receive any reports from the Clerk.

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**2024/25.151 Devolution**

On 5<sup>th</sup> February 2025, the Government formally agreed that Great Essex would be one of six councils in England to form the Devolution Pilot Scheme. Councillors to receive a brief update on Devolution, and how this could / will affect Essex County Council, Epping Forest District Council and High Ongar Parish Council.

**2024/25.152 Traffic through The Street, High Ongar**

Cllr Catlin to provide a report following attendance at a meeting in Ongar on 27<sup>th</sup> January. Councillors to consider if any action is needed.

**2024/25.153 Street Light electrical testing**

At the previous meeting Councillors agreed to carry out electrical testing on all street lights in High Ongar at a cost of £500. Since then, the Clerk has been contacted by the company who will be completing the testing, who have advised that after looking at the street light inventory further, there appears to be units that are pole mounted which will require MEWP access due to them being high level. They have therefore provided a revised quote of £1,297 to complete the testing. Councillors are asked if they would still like go ahead with the streetlight testing at this new price.

**2024/25.154 VE Day commemorative event**

At the previous meeting Councillors discussed the possibility of holding a VE Day commemorative event in High Ongar, possibly alongside the village hall. The Clerk has been unable to find any source of grant funding for this event. Councillors are asked to agree if they wish to hold a VE Day commemoration event in High Ongar and to agree what this should consist of and any associated costs.

**2024/25.155 Epping Forest Association of Local Councils**

There are 24 parish and town Councils in the Epping Forest District. Attached to the agenda is a draft constitution for a new organisation call the Epping Forest Association of Local Councils. All 24 councils are being asked if they agree to the constitution and if they would like to be a member of this group.

**2024/25.156 Planning applications for consideration**

There were no planning applications to consider at the time this agenda was distributed.

**2024/25.157 Planning Applications responded to by way of delegated powers**

Reference	Address	Description	Comments
EPF/2573/24	Paslow Common Farm, Nine Ashes Road, High Ongar, Ongar, Ingatestone, CM4 0JY	Demolition and removal of existing Storage Yard, including all permanent and storage structures that form B1/B8 use class, to be replaced with 9nr. four bedroom traditional detached houses. <a href="https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000004VeLU">https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000004VeLU</a>	Councillors agreed to provide no comment on this application.
EPF/0088/25	The Maltings, Chelmsford Road,	Retrospective application for construction of swimming pool and	Councillors agreed to

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	High Ongar, Ongar, CM4 0LQ	ancillary poolhouse structure, with associated works. <a href="#">Planning Application: EPF/0088/25</a>	provide no comment on this application.
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### 2024/25.158 Planning Updates

To note the below planning matters:

Reference	Address	Description	Note
EPF/0129/25	24, Millfield, High Ongar, Ongar, CM5 9RJ	Approval of details reserved by a condition <a href="https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv0000055CCA">https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv0000055CCA</a>	The Parish Council is not able to comment on this application.
EPF/0148/25	Ashlings Farm, Ashlings Farm Cottage, Ashlings Farm Lane, High Ongar, Ingatestone, CM4 0JU	Approval of details reserved by a condition <a href="https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv0000058sYG">https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv0000058sYG</a>	The Parish Council is not able to comment on this application.
EPF/0166/25	The Orchard, Fingrith Hall Lane, High Ongar, Ongar, CM4 0JP	Approval of details reserved by a condition <a href="https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000005Cvin">https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000005Cvin</a>	The Parish Council is not able to comment on this application.

### 2024/25.159 Finance

**159.1** To note the current status of the accounts.

**159.2** Clerk to provide bank reconciliation, to be reviewed and signed by the Chairman.

**159.3** To agree the following payments:

Payee	Description	Method	£ (inc VAT)
Bonnie Jones	Clerks Salary - January	PAID	£499.30
NPower	Street Light Electricity – January	DD	£89.38
DR Metson & Partners	Hedge cut – Paslow Common	Online	£120.00
Skilled Tech Ltd	RMMSupport per Device, Microsoft 365 Business Basic and Microsoft 365 Business Standard (INV-1299)	Online	£87.13
TBS Hygiene Ltd	Dog bin collection (January – INV6405)	Online	£36.00

### 2024/25.160 Outstanding Matters

To note any outstanding matters.

### 2024/25.161 Date of the next meeting

To note, the next meeting will be held on Wednesday 12th March.



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**2024/25.162 Exclusion of the public and the press**

In the event that an agenda item needs to be discussed confidentially, councillors will be asked to consider the following motion to be proposed by the Chairman: "That the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed. However, an item may be placed in the Confidential part of the meeting so long as it is accordance with the Statutory Guidance.