

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

You are hereby summoned to attend
A Meeting of High Ongar Parish Council
To be held on
WEDNESDAY 12th March 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: 06/03/2025

AGENDA

2024/25.163 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.

2024/25.164 Other Absences

2024/25.165 Co-option of Councillor

There is currently one Councillor vacancy for Norton Mandeville ward, and two for Paslow common ward, and the Council is able to fill these by co-option. Councillors are asked to consider any candidates for co-option.

2024/25.166 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.

2024/25.167 Minutes of the Previous Meeting

To agree the Minutes of the Parish Council meeting held on 12th February 2025.

2024/25.168 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.

2024/25.169 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

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- e) Highways Report
- f) High Ongar Village Hall
- g) Police Reports

2024/25.170 Clerk's Report

To receive any reports from the Clerk.

2024/25.171 VE Day commemorative event

At the previous meeting Councillors discussed the possibility of holding a VE Day Event with a number of different suggestions and ideas having been made. The Clerk has looked into the logistics of closing the road for a possible street party and unfortunately with the short time frame this is possible. Councillors are asked to consider putting together a working group to begin agreeing and organising an event. The Clerk is able to provide logistical support for any event however it should be community led and managed by residents with the support of the Parish Council.

2024/25.172 Information Commissioners Office

The Parish Council is a public body which processes personal data, and as such it is required to be registered with the Information Commissioners Office, the cost of which is £40 per year. Councillors are asked to agree this registration.

2024/25.173 Speeding in High Ongar

On 21st February the Clerk sent an email to all Councillors regarding speeding issues in High Ongar, however no Councillors have responded to this. The email contained useful information and guidance as to how to proceed, including setting up a community speed watch, a Facebook page, and identifying the locations which are of most concern. Councillors are asked how they wish to progress this matter.

Speeding sign

Councillors have expressed interest in a vehicle activated sign (VAS), and possibly funding this sign from Parish funds. Councillors are asked to note that even if they fully fund the sign (which has not currently been budgeted for), they would still need to apply to the Local Highway Panel to put this project through as a scheme. They would also need the support of their County Councillor to progress this scheme to the LHP. Councillors are asked how they would like to proceed.

2024/25.174 High Ongar Grass Cutting

As previously advised the previous grass cutting contractors is no longer available to complete the required cuts in High Ongar. Cllr Bosworth met with Thornwood Grounds Maintenance and visited the sites that would require regular cutting. Based on this, the attached quote has been provided. Councillors are asked to consider this quote.

2024/25.175 Street Light – electrical testing

Following the recent testing of the 19 street light units within High Ongar, one unit has been identified as having several very significant structural defects that affect the units continuing performance, and it has been recommend that the unit is replaced as soon as is reasonably practicable. Attached to this agenda is the report received for all 19 units. The Clerks hopes to have a quote for the recommended works available in time for the meeting, however

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Councillors are asked to note that the average cost to replace a street light is between £4,000-£8,000.

2024/25.176 Planning applications for consideration

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

2024/25.177 Planning Applications responded to by way of delegated powers

Reference	Address	Description	Comments
EPF/0278/25	The Coach House, Willingale Road, Fyfield, Ongar, CM5 0PY	Grade II listed building application for replacement of all windows and doors on the south and east facing elevations.	Councillors has no comments
EPF/0283/25	Stanlea, 170 Nine Ashes Road, High Ongar, Ongar, CM4 0JY	Proposed garage conversion, two storey rear extension and new roof over.	Councillors had no comments.

2024/25.178 Planning Updates

To note the below planning matters:

Reference	Address	Description	Note
EPF/0374/25	Paslow Common Farm, Nine Ashes Road, Blackmore High, CM4 0JY	Application for approval of details reserved by condition 15 'Surface Water Disposal' on planning permission EPF/1597/21 (Redevelopment of commercial site to provide 9no. dwellings with associated access, hardstanding, landscaping and parking). Planning Application: EPF/0374/25	The Parish Council is not able to comment on this application.
EPF/0397/25	Little Acre Farm, Norton Lane, Norton Mandeville, High Ongar, CM4 0LN	Application for approval of details reserved by conditions 3'Foul and Surface Water disposal' and condition 4 'Contamination' on planning permission EPF/1225/19 (Construction of a detached bungalow dwelling with associated garden area after the demolition of existing stables and container buildings). Planning Application: EPF/0397/25	The Parish Council is not able to comment on this application.
EPF/0154/25	Former Larkins Farm, 199 Nine Ashes Road, High Ongar, Ongar, CM4 0JY	Non Material Amendment to EPF/2601/18 (Demolition of an existing structure and replacement with 2 x detached dwellings with associated new vehicle crossover, garages, landscaping and other associated works) Planning Application: EPF/0154/25	Approved with Conditions

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EPF/0148/25	Ashlings Farm, Ashlings Farm Cottage, Ashlings Farm Lane, High Ongar, Ingatestone, CM4 0JU	Application for approval of details reserved by condition 3 'External finishes' on planning permission EPF/2166/24 (Variation to condition 2 'Plan no's' on planning permission EPF/1859/19 (Proposed demolition of existing house and garage with erection of x 3 no. new chalet style dwellings) Drawing JAN 025 002 showing external finishing to EPF/2166/24 condition 3. Planning Application: EPF/0148/25	Partially approved.
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2024/25.179 Finance

179.1 To note the current status of the accounts.

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

179.3 To note, all moneys from Lloyds account have now been moved to Unity Trust Bank. The Lloyds account is no longer in use.

179.4 To agree the following payments:

Payee	Description	Method	£ (inc VAT)
Bonnie Jones	Clerks Salary (February)	PAID	£499.30
Electrical Testing Ltd	Electrical and structural testing of all 19 High Ongar street lights	Online	£1556.40
Skilled Tech Ltd	Microsoft 365 Subscriptions and Support (February)	Online	£87.13
Bonnie Jones	Use of Office (included in budget)	Online	£312.00

2024/25.180 Outstanding Matters

To note any outstanding matters.

2024/25.181 Date of the next meeting

To note, the next meeting will be held on Wednesday 9th April.

2024/25.182 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.

Land Adjacent to 202 Nine Ashes Road, Blackmore