



Chair: Cllr Toby Acton
Clerk: Bonnie Jones | Ware Farm, The Street, High Roding, CM6 1NT |
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Meeting of High Ongar Parish Council

WEDNESDAY 13th November 2024 – at 7:30pm
at the High Ongar Village Hall

MINUTES

Present: Cllr Acton, Cllr Bosworth, Cllr Gallichio, Cllr Catlin, Cllr Funnell and Cllr Arthur*
Bonnie Jones (Clerk)

**For part of the meeting*

2024/25.105 Apologies for Absence

Apologies received from Cllr Burton and District Councillors Balcombe, Dadd and Keska.

2024/25.106 Other Absences

None

2024/25.107 Declarations of Interest.

Cllr Acton and Funnell declared a non-pecuniary interest in agenda item 113 and 114.

2024/25.108 Minutes of the Previous Meeting

It was unanimously resolved that the minutes of the meeting held on 9th October were a true record and were signed accordingly.

2024/25.109 Public Participation Session

There were no members of the public present.

2024/25.110 Reports and Members Reports

a) Chairman's Report – The Chairman advised that he attended the Remembrance service at the Church on Sunday 10th November, and laid a wreath at the war memorial on behalf of High Ongar Parish Council. Cllr Funnell also laid a wreath at the remembrance service held by the school.

b) Vice Chairman's Report - None

c) District & County Councillors Reports - None

d) Parish Councillors:

- **Ward Councillor Report – Paslow Common** – None

- **Ward Councillor Report - High Ongar** - Cllr Gordon provided a verbal report as he was not present at this time of the meeting – Cllr Gordon provided an image to the Clerk and expressed his dissatisfaction with the new waste service. Bags of rubbish had been left on the pavement blocking his drive. The Clerk confirmed she would send this information on to Cllr Balcombe.

Cllr Funnell raised his concerns surrounding the many advertisements that have been displayed at the entrance to High Ongar. The Clerk confirmed she would escalate this matter with ECC.

Cllr Catlin provided an update on his meetings with Ongar Neighbourhood Plan Community Group.

- **Ward Councillor Report- Norton Mandeville** - None

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e) Highways Report – None

f) High Ongar Village Hall – Cllr Funnell provided an update on Free Food 4U which is currently being held at the Village Hall. He also updated the Council on various other matters including village hall lighting.

g) Police Reports – None

2024/25.111 Clerk's Report

The Clerk provided a verbal report which included the following matters:

- The Clerk is currently in the process of completing an LHP request for 20mph in High Ongar. At EFDCs full council meeting on 15th October, it was stated that there would be no Local Highway Panel schemes considered between now and May. The Clerk will continue to complete the application; however it will not be considered for funding until May 2025 at the earliest.
- The Clerk has contacted Melanie Thompson at EFDC regarding the fly tipping issue in High Ongar.
- Once the Unity Bank account is open, the Clerk will continue with opening a Unity Bank savings account to house all EMR.

2024/25.112 2025 Meeting dates

Cllr Bosworth advised that Wednesdays are not an ideal day for him to attend meetings. Cllr Gallichio was unable to attend meetings on Thursdays and Cllr Acton advised he cannot attend meetings on Fridays. Cllr Funnell confirmed he would look at hall availability for Monday or Tuesday evenings.

2024/25.113 Village Hall Website

The Clerk advised she had been looking into the current village hall website. The website domain had continued to be paid for, for 5 years up until recently, although no members of the village hall committee were aware that a website existed. After some investigation, the Clerk found that one of the previous Clerks to this Council (Mr Fenwick) had been paying for the domain. He has requested that the sum of £ 585.41 be refunded to him for these ongoing payments. Councillors discussed the matter in great detail however agreed that refunding the money to the previous Clerk was a matter for the Village Hall Committee to consider, and not the Parish Council.

2024/25.114 Play Area Location findings

The Clerk advised that due to the covenant on the Village Hall Land, a play area was not able to be placed on the Village Green which is located within the Village Hall Grounds. Councillors agreed to continue talks of a possible play area location in the future and to continue to look at Mulberry house as a possible location as well as to investigate the likelihood and steps it would take to have the covenant lifted.

2024/25.115 NJC Scale point

Councillors noted that in late October the NJC Scale Point increases were agreed nationally resulting in the Clerk being due back dated pay of £162.75 from 1st April 2024. This was agreed.

2024/25.116 Budget/Precept 2025/2026

The Clerk advised that the January 2025 Parish Council meeting would be mainly to address and agree the budget for 2025/2026. Councillors were asked to advise the Clerk of any

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specific items they would like to be considered for budget, along with details and costings. These should be with the Clerk before 24th December.

2024/25.117 Planning applications for consideration

Councillors considered the below planning applications:

| Reference | Address | Description | Details |
|-------------|--|--|--|
| EPF/2166/24 | Ashlings Farm, Ashlings Farm Lane, High Ongar, Ingatstone, CM4 0JU | 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) Planning Application: EPF/2166/24 | Consultation deadline: 25 th November 2024 |
| No comment | | | |
| EPF/2170/24 | The Oaks, Chelmsford Road, High Ongar, Ongar, CM5 9NW | Prior approval for the addition of a first floor. Planning Application: EPF/2170/24 | Consultation deadline: 25 th November 2024 |
| No comment. | | | |
| EPF/1644/24 | Norton Field Farm, Norton Lane, High Ongar, Ongar, CM4 0LN | Retention of doggy daycare use in unit 1 and adjacent field parcel. https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000001UOKT | Consultation deadline: 12 th December 2024 |
| No Comment | | | |

2024/25.118 Planning Updates

Prior to the meeting Councillors were emailed all recent planning updates.

2024/25.119 Finance

119.1 Councillors noted the bank balance as of October 31st was £52,507.02

119.2 A bank reconciliation was tabled at the meeting. This was unanimously agreed and signed accordingly by the Chairman.

119.3 The below payments were agreed:

| Payee | Description | Method | £ (inc VAT) |
|------------------------------------|---|--------|-------------|
| NPower | Street Light Electricity – October | DD | £68.56 |
| Skilled Tech Ltd | Microsoft 365 and Maintenance – October | Online | £86.53 |
| Skilled Tech Ltd | Missing payment from INV1079 | Online | £30.00 |
| North Weald Bassett Parish Council | Remembrance Day Wreath | Online | £25.00 |
| Bonnie Jones | Printer Ink | Online | £25.54 |
| High Ongar Village Hall | October Hall Hire | Online | £32.00 |
| MD Landscapes | Various Grass Cutting - October | Online | £134.40 |
| Bonnie Jones | November Salary + Backdated pay | Online | £662.05 |



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2024/25.120 Outstanding Matters

Councillors agreed to move forward with the Christmas Lunch Caterers at £24.95 per head. The Clerk confirmed that she would draft a poster for the event which could be distributed to the Coffee Post, The Pub as well as the Village Hall and Parish Council notice boards.

Cllr Gallichio requested that the ongoing parking issue during school times be discussed at the January Meeting.

2024/25.121 Date of the next meeting

It was noted that the Parish Council do not hold a meeting in December. Once the 2025 meeting dates are agreed these will be posted on the High Ongar Council website.

2024/25.122 Exclusion of the public and the press

There are no matters to be discussed.

Meeting end: 21:03