

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 16<sup>th</sup> October 2024 – 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: 07/10/2024

---

#### **AGENDA**

- 2024/25.86 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.
- 2024/25.87 Other Absences**
- 2024/25.88 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.
- 2024/25.89 Minutes of the Previous Meeting**  
To agree the Minutes of the Parish Council meeting held on 11<sup>th</sup> September 2024.
- 2024/25.90 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.
- 2024/25.91 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
- 2024/25.92 Clerk's Report**  
To receive any reports from the Clerk.
- 2024/25.93 Play Area Funding**

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

The possibility of a future play area has been discussed by this Council for some time. Before any grant funding is sourced Councillors are asked to agree if they still wish to continue with the installation of a play area and if so in what location.

**2024/25.94 Unity Bank Savings Account**

At the previous meeting Councillors agreed to switch from Lloyds to Unity Trust Bank, which has now been actioned. Unity Trust bank also have an option to open a deposit account along side the current account. Councillors are asked to consider opening a savings account with Unity Trust Bank and what funds they wish to place in this account.

**2024/25.95 Remembrance Day**

Members are asked if this Council wish to commemorate Remembrance Day this year, and if so how.

**2024/25.96 Fly Tipping**

Fly tipping in Mill Lane and other areas is becoming a regular problem, it has been suggested that covert CCTV be put in place to tackle this. The Clerk has sent an email to Councillors with information about the Legislation surround CCTV. Councillors are asked if they wish to look into this further or request covert CCTV via EFDC.

**2024/25.97 New High Ongar Website**

The Clerk has drafted a new Parish Council Website using e-voice. The draft website can be viewed at: [Home - High Ongar Parish Council \(e-voice.org.uk\)](http://Home - High Ongar Parish Council (e-voice.org.uk)). Councillors are asked to agree if they are happy with the website and if they would like to propose any additions or alterations to it. Once agreed, the Clerk will need to arrange redirection of the domain to enable this to become a live website via the High Ongar's .GOV address.

**2024/25.98 Planning applications for consideration**

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

**2024/25.99 Responded to by way of Clerks delegated powers**

Reference	Address	Description
EPF/1791/24	Little Acre Farm, Norton Lane, High Ongar, CM4 0LN	Prior approval for conversion of Agricultural barn to dwelling.
This Planning application was distributed to all Councillors via email. Only one Councillor responded with comments, however this response was unclear. The Clerk later emailed if any Councillors had any further comments, however there was no response. Therefore, no comment has been made.		
EPF/1878/24	100, Mill Lane, High Ongar, Ongar, CM5 9RL	Removal of existing front porch. Proposed full width single storey front extension with monopitch roof.
No comments.		

**2024/25.100 Planning Updates**

Councillors are asked to note the below planning updates:

Reference	Address	Description	Details
EPF/0921/23	Chevers Hall, Chelmsford Road, High Ongar, Ongar, CM5 9NU	Listed building application for proposed Solar Array	Withdrawn
EPF/0630/24	Morgans Farm, Chelmsford Road,	Change of use of existing retail shop building (formerly part of the horticultural use) to a Class	Approve with Conditions

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

	High Ongar, Ongar, CM4 0LQ	E(g)(i) Office, with associated external alterations; and construction of a Class E(g)(i) office building (previously approved as a security building under	
--	-------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

**2024/25.101 Finance**

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

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

**101.3** To agree the following payments:

Payee	Description	Method	£ (inc VAT)
Bonnie Jones	October Clerks Salary	Online	£746.05
Npower	Street Light electricity - September	DD	£63.28
Skilled Tech Ltd	Microsoft 365 and Maintenance (September)	Online	£86.53

**2024/25.102 Outstanding Matters**

**2024/25.103 Date of the next meeting**

To note, the next meeting of High Ongar Parish Council will be held on 13<sup>th</sup> November 2024.

**2024/25.104 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.

There are no matters to be discussed.