

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 11th September 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 5th September 2024

AGENDA

- 2024/25.66 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.
- 2024/25.67 Other Absences**
- 2024/25.68 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.
- 2024/25.69 Minutes of the Previous Meeting**
To agree the Minutes of the Parish Council meeting held on 10th July 2024.
- 2024/25.70 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.
- 2024/25.71 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
- 2024/25.72 Clerk's Report**
To receive any reports from the Clerk.

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

2024/25.73 Financial Regulations

Councillors are asked to review and adopt the NALC 2024 Financial Regulations attached to this agenda. The template document was created so Councils can adapt it to their personal needs. The Clerk has done this, and this includes limits to financial spend.

2024/25.74 Play Area Funding

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.

2024/25.75 Update - 2024 Over 60's Christmas Lunch

At the previous meeting it was agreed that Cllr Burton would discuss the costings of a three course meal with the Cuciana Italiana Restaurant. Cllr Burton to provide an update.

2024/25.76 Zurich 2024/2025 Insurance Renewal

Councillors are asked to officially agree the 2024/2025 Insurance Renewal with Zurich Insurance. The Clerk will provide an update at the meeting.

2024/25.77 Banking arrangement

Over the past six months the Clerk has noticed banking with Lloyds Bank isn't as easy or as smooth as other Banks which many other Parish Councils use. The majority of Councils now bank with Unity Trust Bank who provide a very efficient and easy system of operation. Councillors are asked to consider moving to Unity Trust Bank and having both a current and a deposit account where interest can be earned.

2024/25.78 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 \(e-voice.org.uk\)](https://www.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.

2024/25.79 Changes to planning at EFDC

EFDC has now agreed changes to how planning decisions will be made at Local Planning Authority level. Attached to the agenda is a brief summary of what was agreed, and the changes that have been made, with the Clerk's emphasis in bold. The changes will mean that the Parish Council will have to ensure that if it wishes to object to a planning application, clear reasons material to the planning merits of the application will need to be detailed, and for the objection to be considered at an EFDC Planning Committee meeting the Parish Council must also state their willingness to attend and speak at said meeting. There are also changes to ward member representation, with ward Members being welcome to speak at committee meetings, ensuring that residents voices are represented, and their views are heard, however ward Members will not be able to cast their vote on whether an application is approved or not. Councillors are asked to note these changes.

2024/25.80 Planning applications for consideration

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

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

Reference	Address	Description	Details
EPF/1337/24	Little Acre Farm, Norton Lane, High Ongar, CM4 0LN	Certificate of lawful development for existing use of the barn for agricultural storage since its construction. It has stored machinery, hay and animals. https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000000XjOA	Lawful Development. The Parish Council is not able to comment on this application.
EPF/1586/24	The Yard, Norton Lane, Norton Mandeville, Ongar, CM4 0LN	Certificate of Lawful Development for existing engineering and creation of an area of hardstanding and the erection of 2 meter fence. https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000001GqIt	Lawful Development. The Parish Council is not able to comment on this application.
EPF/1643/24	258, Paslow Cottage, Nine Ashes Road, High Ongar, Ongar, CM4 0JZ	Application for approval of details reserved by condition 3 'External Finishes', condition 4 'Boundary Treatments' condition 6 'Contamination', condition 7 'Ecological enhancements', condition 8' Surface Water Disposal', condition 10'Details of EV charging', condition 17 'Superfast Broadband' on planning permission EPF/2565/21 (Erection of a 4 bedroom dwelling on land adjacent to 258 Nine Ashes) https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000001U2DW	The Parish Council is not able to comment on this application.
EPF/2787/23 Neighbouring parish - Ongar	Land North of Chelmsford Road, Ongar, CM5 9LX	The development of 129 dwellings with associated parking, landscaping, open space, drainage and infrastructure and the formation of pedestrian and vehicular access onto High Ongar Road (ONG.R4 - Allocated Site in Ongar) *REVISED DESCRIPTION, DOCUMENTS & PLANS* Planning Application: EPF/2787/23 (site.com)	Whilst the deadline is 10/09/2024. OTC have an extension agreed.

The Parish Council previously commented on this application as follows: We believe that whilst we realise it is in the `local `plan the site does not have the infrastructure to hold the number of dwellings planned for this, concern at the access and ingress to the site, the number of dwellings detailed for the site represents an over development of the site. Concern at number of parking spaces. We would like to speak at Plans East or DDM if the application goes to one of these committees.

2024/25.81 Planning Updates

Councillors are asked to note the below planning updates:

Reference	Address	Description	Details
EPF/0417/24	Former Larkins Farm, 199 Nine	Application for approval of details reserved by condition 8 'Contamination' on planning	Approved

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

	Ashes Road, High Ongar, Ongar, CM4 0JY	permission EPF/2601/18 (Demolition of an existing structure and replacement with 2 x detached dwellings with associated new vehicle crossover, garages and landscaping. https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000000342H https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv000000342H	
EPF/0565/24	258, Paslow Cottage, Nine Ashes Road, High Ongar, Ongar, CM4 0JZ	Non Material Amendment to EPF/2565/21 (Erection of a 4 bedroom dwelling on land adjacent to 258 Nine Ashes Road). https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv00000044Q1	Approved
EPF/0524/24	11 Paslow Hall Cottages, King Street, High Ongar, Ongar, CM5 9NP	Certificate of lawful development for a proposed outbuilding. https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv00000030bN	Lawful Development.
EPF/0541/24	199, Former Larkins Farm, Nine Ashes Road, High Ongar, Ongar, CM4 0JY	Application for approval of details reserved by condition 13 'Hard and Soft Landscaping' on planning permission EPF/2601/18 (Demolition of an existing structure and replacement with 2 x detached dwellings with associated new vehicle crossover and garages.	Approved
EPF/0216/24	Dodds Farm, Norton Lane, High Ongar, Ongar, CM4 0LN	Proposed single storey rear extension https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv0000001iQP	Approved with conditions.
EPF/0540/24	199, Former Larkins Farm, Nine Ashes Road, High Ongar, Ongar, CM4 0JY	Application for approval of details reserved by condition 15 'Surface Water' and condition 16 'Flood Risk Assessment' on planning permission 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) https://eppingforestdcpr.force.com/pr/s/planning-application/a0hTv0000003rHV	Approved

2024/25.82 Finance

82.1 To note the current status of the accounts.

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

82.3 To agree the following payments:

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

Payee	Description	Method	£ (inc VAT)
EFDC	Play in the Park Session 2024	Online	£80.00
EFDC	May 2024 Elections	Online	£595.80
Skilled Tech Ltd	Microsoft 365 and Maintenance July	Online	£86.53
Skilled Tech Ltd	Microsoft 365 and Maintenance August	Online	£86.53
TBS Hygiene Ltd	Dog Waste Collection – July & August	Online	£65.88
MD Landscapes Ltd	Various grass cutting – July & August	Online	£268.80
Zurich Insurance	Insurance 2024-2025	Online	£300.00

2024/25.83 Outstanding Matters

2024/25.84 Date of the next meeting

To note, the next meeting of High Ongar Parish Council will be held on 9th October 2024.

2024/25.85 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.