

<p>HIGH ONGAR PARISH COUNCIL MINUTES</p>

Meeting: MEETING OF
PARISH COUNCIL

Date: 24th JULY 2023

Time: 7.30PM

Venue: HIGH ONGAR VILLAGE HALL

PRESENT:

Councillors (5) Cllr Toby Acton (TA) (Chairman), Cllr Chris Funnell(CF), Cllr Simon Bosworth, Cllr John Tory (JT), Cllr Gordon Arthur.

District Councillor: Ray Balcombe (1)

Officers in Attendance (1)

Susan De Luca - Locum Clerk

Members of the Public (3)

Members of the Press (0)

1117 APOLOGIES FOR ABSENCE (1)

Apologies received from Parish Councillor: Cllr Steve Smith being unable to attend for personal reasons.

1118 OTHER ABSENCES

None.

1118 QUESTIONS FROM MEMBERS OF THE PUBLIC

A proposal from the school governors was presented for Members perusal in relation to a partnership arrangement in relation to storage facilities. The Clerk would look at the possibility of this and would come back to the governors as soon as she had carried out some investigatory work. The Chairman thanked the Governors for attending and for advising of their proposal.

1119 MINUTES

Minutes of the June Parish Council Meeting had been circulated, one amendment was made, after which, Councillors **AGREED** they were a true record of the meeting.

1120 DECLARATIONS OF INTEREST

Cllr Chris Funnell declared an interest in any matters in relation to the Village Hall.

1121 REPORT OF THE CLERK

The Clerk reported on the Current work that she had been undertaking. The main work had been on the High Ongar Village Hall, and she would cover this later in the Agenda, but other work included the following items:

- Administrative Matters
- Land Ownership Matters in relation to the Village Hall

- Financial & Banking Records
- Ownership of Parish Assets
- Charity Commission
- Village Hall Accounts & Administrative Items

1122 CHAIRMAN REPORT

Cllr Toby Acton gave the following Report:

The Chairman reported on the Training Courses that he had attended at Essex Association of Local Councils in Great Dunmow. He advised Members that he felt that training for Chairmen and aspiring Chairmen, was extremely helpful, as was the training for Councillors, he had made lots of notes and had also had a number of questions and would talk to the Clerk about these at a later date.

1123 VICE CHAIRMANS REPORT

In the absence of the Vice Chairman there was No Report.

1124 REPORTS & MEMBERS REPORTS

a) District & County Councillors Reports

District Cllr Ray Balcombe, passed on Apologies for Cllr Jaymey MacIvor who was at County Council that evening. Cllr Balcombe gave Members an update on a Police Meeting tht he had attended that afternoon, he advised Members that whilst the Police seem to have made some improvements in the the general way that the were in contact with Members of the public, there were still concerns, as they were no longer allowed to use social media as a means of communication. He also had concerns at the way tht crimes were logged, so he felt that overall nothing had come out of the meeting, and he still had general concerns overall. He gave an update on the Waste situation and the new Company that EFDC had started. He further stated that overall the situation with the waste collection seems to have improved. However people were still being urged to log missed bin collections with EFDC.

b) Parish Councillors -

- Ward Councillor Report – Paslow Common – A possible planning breach at Ashlyns Farm Cottage was reported, however this may have been covered in the Planning Application on the Agenda.

- Ward Councillor Report - High Ongar- More Fly Tipping, A Mattress, Cllr Acton is going to send the Clerk the details, it is in the usual spot at Mill Lane. The Clerk will report once she received the details.

- Ward Councillor Report- Norton Mandeville – No Matters to Report

e) Highways Report – This was Previously Circulated Electronically to All Councillors

1125 FINANCIAL REPORT

The Clerk provided Members with the current statement of accounts and list of payments. Members were also advised that the list of Reserves will need to be updated every 6 months.

1126 COUNCIL ASSETS

Members were asked to note that a list of known assets was currently being worked on. Members advised the Clerk of the location of the 2 Bus Stops and 2 Noticeboards. One Noticeboard was in a poor state of repair and Members agreed it should be removed for H & S reasons. There were also 2 Benches. One new bench had also been agreed to purchase.

1127 ACTIONS FROM INTERNAL AUDIT

Members were advised that following on from the internal audit conducted earlier this year, this Council had Agreed a rolling programme of actions that should take place at each meeting to address some of the matters raised at Audit. Councillors therefore **CONSIDERED** the following documents

- Complaints Policy
- Reserves Policy
- Model Publication Scheme
- Financial Risk Assessment

Some minor amendments were made after which these documents were AGREED.

1128 HIGH ONGAR VILLAGE HALL

Members were advised of the recent meetings and action taken by clerk together with the various correspondence she had had with

- Ongar Village Hall – Regarding Trustees and Foundation Documents
- EFDC – Regarding Section 106 Agreements
- Had a Meeting with the remaining Trustee
- Electronic Communications with a number of Councillors regarding their communication with the Charity Commission

We now have the following:

- 2 Sets of Accounts
- Details of how to re-set Charity Commission password
- Details of Land Held By Land Registry
- Details of Governing Documents – However Charity Commission Need further information in relation to these documents and the previous Hall

Next Steps Are:

- Clerk to Meet With Trustee to change Password on Charity Commission Account
- To clarify the 21-22 Accounts prior to lodging with the Charity Commission
- To submit the name of the Locum Clerk to the Charity Commission after the Password has been changed as the ‘Appropriate Person to be dealing with the Charity’
- For the Appropriate Person to Make the Administrative Changes
- To Set Up a Task & Finish Meeting between the Parish Council and the High Ongar Village Hall

Members were asked to **NOTE** the above actions, and that it would be necessary for a further meeting with the High Ongar Village Hall to be held relatively shortly.

Members **AGREED** all the above.

1129 PRINCESS DIANA GARDEN

Following on from the last meeting, members discussed this matter at considerable length, and confirmed the actual location. The Clerk was asked to check the Land Registry to confirm the ownership of this piece of land and that this matter should go on a future agenda once it has been

1130 NOTICEBOARDS

Members discussed where Noticeboards were in the Parish, and the need for Noticeboards:

- They discussed Social Media
- Websites

- Location of Noticeboards
- Persons not being able to access IT

They felt that at the current time the need for Noticeboard immediately in the vicinity of the Village Hall is currently not necessary, and it may be that the need in Norton Mandeville and Paslow Common may be more pressing. It may be possible to re-visit this item at a future meeting for further discussion ie at the Budget Discussions,

1131 WEBSITE & IT

Members were advised that the Agenda and Financial Documentation had been placed on the Website, The **AGREED** Minutes would be placed on there the day following this meeting. There was still work to do with the website, this was agreed by ll, but we were getting there, albeit slowly.

1132 PLANNING

Members discussed and made comment on the following matters:

No	Application Number	Location	Proposal
1	EPF EPF/1092/23	208, Nine Ashes Road, High Ongar, Ongar, CM4 0JY	Proposed 4.6m x 3.2m rear extension to property, to form new orangery
The Parish Council has NO COMMENTS to make on this Application			
2	EPF/1248/23	Ferrers Farm, Woolmongers Lane, High Ongar, Ongar, CM4 0JX	Proposed conversion of an existing outbuilding into self contained living accommodation ancillary to the main dwelling. The outbuilding has existed on the site since at least December 2005. The outbuilding is currently used for household storage purposes.
The Parish Council has NO COMMENTS to make on this Application			
3	EPF/1141/23	Ashlings Farm, Ashlings Farm Cottage, Ashlings Farm Lane, High Ongar, Ingatestone, CM4 0JU	Variation of condition 2 of EPF/1859/19 (Proposed demolition of existing house and garage with erection of x 3 no. new chalet style dwellings).
The Parish Council has NO COMMENTS to make on this Application			
No	Application Number	Location	Proposal
4	EPF/1555/23 <i>Muhammad Rahman</i>	24, Millfield, High Ongar, Ongar, CM5 9RJ	Erection of new 3 bedroom dwelling with associated private garden, car parking and landscaping
The Parish Council has NO COMMENTS to make on this Application			

2. Appeal: - (The Parish Council originally made No Comment on this Application)

Site Address	Morgans Farm Chelmsford Road, High Ongar, Essex CM4 0LQ
Description	Demolition of the existing buildings and erection of 3 no. 4-bed, single storey dwellings
Appeal Reference	APP/J1535/W/23/3314945
Appellant	Morgans Farm Limited

Start Date	21/07/2023
PC Comments	The Parish Council has NO COMMENTS to make on this Appeal

Members were also advised of one Planning Application which was detailed as being on the EFDC Plans East Agenda for Wednesday 2nd August.

EPF/2490/22 - THE ORCHARD, FINGRITH HALL LANE, HIGH ONGAR, ONGAR

Members were concerned that they could not see the comments that the previous Clerk had sent in detailed on the Plans East Agenda. The Clerk advised that there was the opportunity on this occasion, to go and speak at Plans East – and if no councillor was available to go and do this, then she would attend on the Councils behalf. This was Agreed. The Clerk would attend. The Chairman advised he would send the Clerk the comments that this council had made.

Meeting Closed 9.11pm

Signed

Date