



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 16th October 2024 – at 7:30pm
at the High Ongar Village Hall

MINUTES

- Present:** Cllr Acton, Cllr Bosworth, Cllr Gallichio, Cllr Burton
- 1 member of the public
Bonnie Jones (Clerk)
*District Councillor Ray Balcombe
- 2024/25.86 Apologies for Absence**
Apologies received from Cllr Funnell, Cllr Catlin, Cllr Arthur and District Councillors Mary Dadd, Rihcard Morgan and Ian Hadley.
- 2024/25.87 Other Absences**
None
- 2024/25.88 Declarations of Interest.**
None
- 2024/25.89 Minutes of the Previous Meeting**
It was unanimously resolved that the minutes of the meeting held on 11th September were a true record and were signed accordingly.
- 2024/25.90 Public Participation Session**
One member of the public advised that there were currently two signs along the A414 that do not have highways permission. One was signposting the Brentwood Christmas Market and the second was signposting the Mediterranean Twist restaurant. The Clerk confirmed that she would report both of the signs as well as both companies directly.
- 2024/25.91 Reports and Members Reports**
- a) Chairman's Report – None
- b) Vice Chairman's Report – The Clerk advised that Cllr Smith had emailed his resignation to the Clerk. This was accepted by all Councillors. The Clerk confirmed she would begin the process of advertising the casual vacancy. Cllr Bosworth confirmed he would be happy to take over the position of Vice Chairman, this was Proposed by Cllr Acton, Seconded by Cllr Burton and agreed by all Councillors.
- c) District & County Councillors Reports – District Councillor Ray Balcombe provided various updates on the new waste service. There is currently discussion surrounding a new blue bin for recycling materials, this will likely go to Cabinet for consideration in December. Cllr Balcombe further confirmed that the new planning committee was finalised.
- d) Parish Councillors -
- Ward Councillor Report – Paslow Common – None
- Ward Councillor Report - High Ongar – None

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- Ward Councillor Report- Norton Mandeville – Cllr Bosworth advised that the bad smelling water has now been sorted out.

e) Highways Report – None

f) High Ongar Village Hall – Cllr Acton advised that various works have been happening in the Village Hall. He also confirmed that PAT testing and a Health & Safety and fire assessment has been scheduled.

g) Police Reports – PC Warren Shepherd provided a written report which was read by the Clerk, the report included the below statistics within the area for the last three months:

29 calls to police, of these calls 10 crimes were recorded. Of those 10 crimes the following are crimes considered to have an impact on community:

- 2 Residential Burglary Non-Dwelling
- 1 Theft from Motor Vehicle
- 1 Vehicle Interference
- 2 Theft of Motor Vehicle

Stats for period 01/04/23 to 01/07/23

28 calls to police, of these calls 20 crimes were recorded

- 1 Residential Burglary Non-Dwelling
- 1 Theft of Motor Vehicle

Stats show a 3.5% increase in calls to police but despite this increase, crime is down 50%.

2024/25.92

Clerk's Report

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

The damaged sign that was raised by Cllr Funnell last meeting had already been reported to Highways. This however was reported again by the Clerk.

- The Caterers for the Christmas Lunch were unfortunately not available for the dates required. Cllr Catlin is currently in the process of trying to organise another caterer.
- Cllr Jaymey McIvor has confirmed he will support High Ongar in the 20 is plenty campaign that this Parish Council is hoping to implement. The Clerk is currently in the process of completing an LHP Application.

2024/25.93

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 the Clerk has asked that a location be agreed.

Councillors discussed the above matter in great detail. Although a possible plot within Mulberry House had previously been discussed, Councillors felt the Village Green which is located within the grounds of the Village Hall is the most appropriate location. Although the finer details surrounding this location are still to be determined, it was agreed by Councillors to pursue this location. The Clerk noted that funding from different grant opportunities would need to be sourced in order to have the funds to install a play area.

2024/25.94

Unity Bank Savings Account

Councillors agreed to open a Saving Account with Unity Trust Bank, and to begin with all Earmarked funds transferred into this account.

2024/25.95

Remembrance Day

The Chairman confirmed that a wreath is laid on the memorial on the Saturday and again at the Church service on the Sunday. The Clerk confirmed she will order a wreath for the event.

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2024/25.96 Fly Tipping

Councillors discussed the issue of fly tipping within various areas of High Ongar. Members agreed that they would like to further investigate possible cameras in these areas with EFDC.

2024/25.97 New High Ongar Website

The Clerk has drafted a new Parish Council Website using e-voice. All Councillors viewed the website and agreed to remove the old website and to go live with then new one.

2024/25.98 Planning applications for consideration

Councillors considered the below planning application:

Reference	Address	Description	Details
EPF/2001/24	The Maltings, Chelmsford Road, High Ongar, Ongar, CM4 0LQ	Removal of Condition 4 of EPF/1011/12 Permitted development rights (Conversion of Essex barn to dwelling and formation of residential curtilage). Planning Application: EPF/2001/24 (site.com)	Consultation Deadline: 29 th October.
High Ongar Parish Council do not see any evidence to support the need to remove Condition 4 of EPF/1011/12 Permitted development rights.			

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 noted 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, High Ongar, Ongar, CM4 0LQ	Change of use of existing retail shop building (formerly part of the horticultural use) to a Class 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	Approve with Conditions

2024/25.101 Finance

101.1 Councillors noted the bank balance as of 30th September was £53,266.56.

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

101.3 The below payments were agreed:

Payee	Description	Method	£ (inc VAT)
Bonnie Jones	October Clerks Salary	Online	£476.05
Npower	Street Light electricity - September	DD	£63.28
Skilled Tech Ltd	Microsoft 365 and Maintenance (September)	Online	£86.53
TBS Hygiene Ltd	Dog waste bin collection (September)	Online	£29.28
MD Landscapes	Various Grass Cutting (September)	Online	£134.40

2024/25.102 Outstanding Matters
None.

2024/25.103 Date of the next meeting
The next meeting of High Ongar Parish Council will be held on 13th November 2024.

2024/25.104 Exclusion of the public and the press
No matters were discussed.

Meeting end: 20:53