

To: Councillors Tom Payne, John Andreotti, Stacey Butcher, Gareth Emanuel, Keith Jordan, David Smith: You are summoned to attend this Parish Council meeting to transact the following business:

**Ordinary Parish Council Meeting**  
**Wednesday 15<sup>th</sup> March 2023 at 8pm in High Wych Memorial Hall**  
**(NOTE: Revised venue)**

All prevailing Coronavirus regulations will be observed

Public and press are welcome to attend. Under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, they may be excluded for the discussion of confidential business. Please note that Public participation is not permitted, except during the time designated for public comments. Issues of concern will be taken into account where they fall within the Parish Council's jurisdiction, or forwarded to the appropriate agency.



Signed: Colin Marks, Proper Officer and Clerk to High Wych Parish Council

Date: 10<sup>th</sup> March 2023

## REVISED AGENDA

In accordance with The Openness of Local Government Bodies Regulations 2014, SI 2095, only non-confidential business (press and public present) may be filmed, recorded, photographed, broadcast, or reported via social media by any person. Recording and reporting the Council's meetings is subject to the law, including the Human Rights Act, the Data Protection Act, and the laws of libel and defamation, and it is the responsibility of those doing so to comply.

**23.015 To receive and accept apologies for absence**

**23.016 Declarations of Interest and dispensations**

1. To receive declarations of interest on agenda items (*including non-pecuniary*).
2. To receive members' written requests for dispensations for declarable interests (if any); and
3. To discuss and vote on any requests for dispensation as appropriate.

**23.017 To approve Minutes**

Ordinary Parish Council Meeting, 18th January 2023

***To consider suspending the Meeting for Public Comments***

**23.018 Chairman's Announcements**

**23.019 Neighbourhood Police crime report**

**23.020 County and District Councillors' reports:** To receive reports

**23.021 Planning**

**1. New Planning Applications received**

<b>3/23/0246/HH</b>	<b>Templewood</b> , High Wych Rd: Single storey rear extension	7 March
<b>3/23/0100/FUL</b>	<b>Unit 6 Oakleys</b> , High Wych Road: Single storey side extension	13 March

**2. Decision Notices (for information only): See APPENDIX A below**

**3. Other planning matters:**

1. To consider any late planning applications and other planning matters

**23.022 Finance**

1. To receive the Treasurer's Report, Accounts, Budget Performance Report, and Asset Register
2. To approve payments as per Treasurer's report, including Clerk's expenses
3. To consider the banking and payroll arrangements following the May elections

**23.023 1. Highways**

1. Overgrown hedges: update MOG Bakers Lane hedge
2. Footway closure Mabeys Walk, 14-15 March

**2. Footpaths and Public Rights of Way**

1. Modification Order for footpath near Broadfields: update
2. Footpath Broadfields to High Wych Lane: Update on ownership enquiry to Clarion Housing.

### 3. Other Parish Matters

1. **High Wych Memorial Hall and car park:** Update on any issues
2. **Bus shelter:** Litter bin update
3. **Commemorative Village Sign:** update on installation
4. **Commemorative Coronation mugs:** to consider providing to parish children
5. **QEII Jubilee:** “Queen’s Green Canopy” (QGC) initiative: Update and site proposals
6. **Sawbridgeworth Trust** Update: Nomination of representative to the Trust (4-year term)
7. **Dog bin:** Update on possible location for dog poo bin by Broadfields footpath
8. **Parish Council election 4<sup>th</sup> May 2023:** Everyone wishing to be a councillor for the next four years to stand for election, and to note election timetable, guidance for candidates and EHC information.
  - Also to note voter ID requirement.
9. **Armed Forces Covenant:** To consider signing the Armed Forces Covenant

#### 23.024 1. Playing fields and buildings

##### 1. Harlow Theatre Company

1. Update on development progress
2. Update on installation of an outside tap on the pavilion

##### 2. Play area

1. Update new play area equipment and progress on PWLB loan application.

##### 3. Scarecrow Festival:

 To consider request to locate toilets, music and stalls on the KGV Field

#### 2. Allotments :

1. To receive report

#### 23.025 Correspondence:

 To note correspondence received (*for information only, unless indicated*)

- DashUK: Commemorative Coronation mugs (23.023.3.4)
- Scarecrow 23 committee: Request to site toilets etc on KGV Playing Field (23.024.3)
- HAPTC: Annual Parish Council meeting period, 2023 (23.027.2)
- HAPTC: The Armed Forces Covenant (23.023.3.9)
- EHC: Voter ID requirements for the May elections (23.023.3.8)

#### 23.026 Late items and other items for inclusion on future agendas

1. To note items received too late for inclusion on this agenda
2. To receive any other items for future agendas

#### 23.027 1. Date and venue of next Meetings: 17<sup>th</sup> May, High Wych Memorial Hall

- 7.15pm: **Annual Parish Council Meeting**, followed at **approx:**  
7.40pm: **Annual Parish Electorate Meeting** (this is NOT a Council meeting), followed at **approx:**  
8.00pm: **May Ordinary Parish Council Meeting**

2. To note Annual Parish Council Meeting period, 10-25 May 2023

### APPENDIX Agenda item 23.021.2

Planning Decision Notices (as at 8<sup>th</sup> March, for information only)

3/22/2509/FUL	Tharbies Farm: Change of land use, agriculture to equestrian	GRANTED
3/22/1617/HH 3/22/1618/LBC	Four Lanterns, High Wych Lane: Internal alterations; replace existing outbuilding	GRANTED
3/23/0152/FUL	1-2 Hoskins Cottages, High Wych: Rear and side extensions	Awaited
3/23/0159/FUL	Bonnys Row, High Wych: Redevelopment of site	Awaited
3/23/0164/HH	Parkview, High Wych Lane: Replace conservatory link with single storey link	Awaited
3/22/2078/FUL	Greenleys, Slough Rd: Demolish barn and nissen huts; erect 1 new dwelling and 4 commercial units.	Awaited
3/22/1183/FUL	Sayes Park Farm: Change of use grain silo to Class B1	Awaited
3/21/3035/FUL	Mountfitchet, High Wych Rd: <b>APPEALED: Ref 22/00058/REFUSE</b>	Awaited
3/21/0824/FUL	Land at Leaky Cauldron Corner: Erect 4 No. 4-bed dwellings	Unknown
3/20/0633/FUL	Crumps Farm <b>APPEALED Ref 00/00008/REFUSE</b>	Awaited