

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

Ordinary Parish Council Meeting

Wednesday 17th May 2023 at approx. 8pm in High Wych Memorial Hall

following the Annual Meeting of Parish Electors and the Annual Parish Council meetings that commence at 7.15pm

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: 11th May 2023

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.

23.036 To receive and accept apologies for absence

23.037 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.

23.038 To approve Minutes

Ordinary Parish Council Meeting, 15th March 2023

To consider suspending the Meeting for Public Comments

23.039 Chairman's Announcements

23.040 To consider co-opting to fill the two vacant seats

23.041 Neighbourhood Police crime report

23.042 County and District Councillors' reports: To note report received at the earlier Annual Electorate Meeting

23.043 Planning

1. New Planning Applications received

3/23/0772/HH	Chandler's Lane Cottage	18 th May
3/23/0848/CUAPN	4 & 5 Pole Hole Farm: Change of use to Office Class E(c) & (g)	25 th May

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

23.044 Finance

1.1 To receive finance and accounts report year-end 31 March 2023, incl performance vs budget

1.2 To approve bank reconciliation year-end 31 March 2023

2.1 To receive cashbook accounts April 2023

2.2 To approve bank reconciliation April 2023

2.3 Performance against budget at 30 April 2023

3. To approve list of payments

4. Bank account switch from Barclays to Unity Trust Bank: Update

5. Annual Governance and Accountability Return (AGAR) 2022-23

1. To Resolve that the Parish Council meets the criteria and wishes to be an exempt authority

2. The RFO and Chairman to sign the Certificate of Exemption

3. To receive the Internal Auditor's Report (p.4) and to note that it has been signed

4. To approve by Resolution Section 1: The Annual Governance Statement (p.5). The Clerk and the presiding Chairman to sign.
5. To consider Section 2: Accounting Statements (p.6) as signed and presented by the RFO.
6. To approve by Resolution Section 2 Accounting Statements (p.6). Presiding Chairman to sign.
7. To Resolve to set the 30-working day period for the Exercise of Public Rights as Monday 5 June – Friday 14 July 2023.

23.045 1. Highways

1. Overgrown hedges: update MOG Bakers Lane hedge

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: To consider maintenance, insurance and other matters
4. Sawbridgeworth Trust Update: Nomination of representative to the Trust (4-year term)
5. Dog bin: Update on possible location for dog poo bin by Broadfields footpath
6. Armed Forces Covenant: To consider signing the Armed Forces Covenant

23.046 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.

2. Allotments :

1. To receive report
2. New water contract with Everflow Water: update on signing contract

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

- Parishioner re Stansted Airport Passenger Fund
- Parishioner re new village sign upkeep (23.045.3.3)
- Zurich Municipal: Insurance renewal query

23.048 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
 - “Queen’s Green Canopy” (QGC) initiative: to consider taking forward

23.049 1. Date and venue of next Meeting:

19th July Ordinary Parish Council Meeting , 8pm Allen’s Green Village Hall

APPENDIX Agenda item 23.043.2

Planning Decision Notices (as at 11th May, for information only)

3/23/0246/HH	Templewood, High Wych Rd: Single storey rear extension	GRANTED
3/23/0100/FUL	Unit 6 Oakleys, High Wych Road: Single storey side extension	GRANTED
3/23/0152/FUL	1-2 Hoskins Cottages, High Wych: Rear and side extensions	REFUSED
3/23/0159/FUL	Bonnys Row, High Wych: Redevelopment of site	REFUSED
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.	REFUSED
3/22/1183/FUL	Sayes Park Farm: Change of use grain silo to Class B1	Awaited
3/22/1193/FUL	Rear of Fryars Farm Cott: Change of use: APPEALED Ref 22/00110	Awaited
3/21/3035/FUL	Mountfitchet, High Wych Rd: APPEALED: Ref 22/00058/REFUSE	Awaited
3/21/0824/FUL	Land at Leaky Cauldron Corner: Erect 4 No. 4-bed dwellings	Unknown
3/20/0633/FUL	Crumps Farm APPEALED Ref 00/00008/REFUSE	Awaited