



**To: Councillors John Andreotti, Liz Faulkner, Jacqueline Jackson, Carrie Payne,  
Tom Payne (Chair): You are summoned to attend this Parish Council meeting to transact the  
following business:**

## Ordinary Parish Council Meeting

**Wednesday 17<sup>th</sup> September 2025 at 8pm in the Green Room, High Wych  
Memorial Hall**

*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: 11<sup>th</sup> September 2025

## 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.

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

**25.066 Declarations of Interest and dispensations**

1. To receive declarations of interest on agenda items (*including non-pecuniary*).
2. To receive members' requests for dispensations for declarable interests, and  
To consider requests for dispensation as appropriate.

To note that Cllr Liz Faulkner has a dispensation on financial matters because her family has the litter and dog bin contract (except when the contract comes up for renewal).

**25.067 To approve Minutes**

1. Parish Council Meeting, 16<sup>th</sup> July 2025

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

**25.068 To consider co-opting to fill the casual vacancies following the resignations of Cllrs Dave Smith and Keith Jordan**

**25.069 Chairman's Announcements**

**25.070 Neighbourhood Police**

1. Crime report
2. Cross border update

**25.071 County and District Councillors' reports**

**25.072 Planning**

**1. New Planning Applications received**

3/25/1095/HH	Lares, Slough Road: Demolition of conservatory and erection of single storey rear extension with three rooflight windows. Creation of infill link dormers to front and rear. Erection of front porch. Replacement of front door and alterations to external materials	By 23 Sept
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**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

**25.073 Finance**

1. To receive cashbook accounts at 31<sup>st</sup> August 2025
2. To approve bank reconciliation at 31<sup>st</sup> August 2025
3. Performance against budget at 31<sup>st</sup> August 2025
4. To agree the 3.2% National Wage award, backdated to 1<sup>st</sup> April 2025
5. To approve payments for 17<sup>th</sup> September
6. Annual Governance and Accountability Return (AGAR)
  1. AGAR 2024/25: update
  2. AGAR 2025/26: Assertion 10 implementation of increased audit scrutiny
7. To update bank mandate (signatories to sign mandate form)
8. FSCS Annual Review 2025: Confirmation of eligibility and turnover submission

**25.074 1. Highways**

1. Blounts Lane speeding concerns - Cllr E Buckmaster update
2. Road Closure TRO28459 High Wych Lane

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

1. To consider any issues

**3. Other Parish Matters**

1. High Wych Memorial Hall and car park:
  1. CCTV software upgrade
  2. Letter from HWMH chairman raising five matters:
    - i) Village Hall portfolio holder
    - ii) Consider installation of larger bin at HWMH
    - iii) Arrange for removal of PC records from HWMH
    - iv) Defibrillator responsibility and maintenance
    - v) Consider improving car park lighting
  2. To consider any other parish matters
    1. New domain and email addresses: update

**25.075 1. Playing fields, buildings and Village Greens**

1. Harlow Theatre Company
  1. Update on any issues
2. Play area
  1. To consider any issues
    1. Swings seat cover disintegrating: Warranty cover report
    2. Update: Fitting of a spring to gate (BB&C Fencing)
3. Any other matters raised

2. Allotments :
  1. To receive report

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

- HWMH: Questions re the Memorial Hall
- Burglary and police request to view cctv
- Parishioner: VJ Day wreath
- Cllr E Buckmaster/parishioner: Blounts Lane speeding concerns (25.074.1.1)
- HCC: Road closure notice TRO28459 High Wych Lane (25.074.1.2)
- Cllr E Buckmaster: Launch of Herts Violence Against Women and Girls (VAWG) Survey
- Cllr E Buckmaster: consultation on the future of Local Government

**25.077 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

**25.078 Date and venue of next Parish Council Meeting**

Ordinary Parish Council Meeting, 8pm Wednesday 12<sup>th</sup> November at High Wych Memorial Hall  
8pm Wednesday 14<sup>th</sup> January 2026 at Allen's Green Village Hall

## APPENDIX Agenda item 25.072.2

Planning Decision Notices (as at 11<sup>th</sup> September, for information only)

3/25/0256/HH	<b>Crumps Farm:</b> Erect garden room and implement shed. RETROSPECTIVE	Awaited
3/25/0785/FUL	<b>Bonnys Row:</b> Redevelopment of previously developed land to provide a replacement dwelling and additional landscape works.	REFUSED
3/25/1189/PNHH	<b>Elms, Slough Rd:</b> 8m single storey rear extension with a flat roof and glazed roof lantern.	PRIOR APPROVAL REFUSED