

**To: Councillors John Andreotti, 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 12<sup>th</sup> November 2025 at 8pm in Allen's Green Village 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: 6<sup>th</sup> November 2025

## AGENDA (revised)

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.

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

**25.080 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.

**25.081 To approve Minutes**

1. Parish Council Meeting, 17<sup>th</sup> September 2025

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

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

**25.083 Chairman's Announcements**

**25.084 Neighbourhood Police**

1. Crime report
2. Cross border update

**25.085 County and District Councillors' reports**

**25.086 Planning**

**1. New Planning Applications received**

3/25/1578/FUL	Little Toad Hall, 3 Trimms Green: Demolish sheds; site a mobile holiday home and new boundary fence	By 6 <sup>th</sup> Nov (ext to 13 <sup>th</sup> )
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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

**25.087 Finance**

1. To receive cashbook accounts at 31<sup>st</sup> October 2025
2. To approve bank reconciliation at 31<sup>st</sup> October 2025
3. Performance against budget at 31<sup>st</sup> October 2025
4. To approve payments for 12<sup>th</sup> November
5. To consider draft budget and precept for 2026/27

**25.088 1. Highways**

1. Blounts Lane speeding concerns - Cllr E Buckmaster update

## 2. Footpaths and Public Rights of Way

1. Overgrown footpath rear of The Oakleys
2. To consider any issues

## 3. Other Parish Matters

1. High Wych Memorial Hall and car park:
  1. Update on matters raised at September meeting:
    - i) To confirm Village Hall portfolio holder
    - ii) Installation of larger bin at HWMH
    - iii) Moving PC records from HWMH to HALS (County archive)
    - v) Improving car park lighting
  2. To consider other parish matters
    1. CCTV notice required in Green Room
    2. New domain and email addresses: update
    3. Update on defibrillator pad replacement order
    4. Update on village Remembrance Day poppies being displayed in the village

### 25.089 1. Playing fields, buildings and Village Greens

#### 1. Harlow Theatre Company

1. Update on any issues

#### 2. Play area

1. To receive annual RPII report
2. Swings seat cover disintegrating: Warranty cover report
3. Update: Fitting of a spring to gate (BB&C Fencing)

#### 3. Any other matters raised

1. Complaint about memorial tree planted on Allen's Green Village Green

#### 2. Allotments :

1. To receive report
2. to consider hedge cutting

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

- EHDC: Invitation to Gilston Area Community Forum: Tues 14 Oct 2025
- Parishioner: Request to move HWPC archives from HWMH to HALS (County archive) (25.088.3.1iii)
- Park Hill Homes: Overgrown footpath rear of The Oakleys (25.088.2.1)
- Parishioner: re memorial tree planted on Allen's Green Village Green (25.089.1.3)

### 25.091 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

### 25.092 Date and venue of next Parish Council Meeting

1. Ordinary Parish Council Meeting, 8pm Wednesday 14<sup>th</sup> January 2026 at High Wych Memorial Hall
2. Calendar of Meetings 2026: To consider draft calendar

## APPENDIX Agenda item 25.086.2

Planning Decision Notices (as at 5<sup>th</sup> November, for information only)

3/25/0803/ARPN	<b>Greenleys, Slough Road:</b> Change of use of agricultural building to C3 (residential) for single dwelling.	GRANTED
3/25/1095/HH	<b>Lares, Slough Road:</b> Demolish conservatory and erect single storey rear extension with three rooflight windows. Create infill link dormers to front and rear. Erect front porch. Replace front door and alterations to external materials.	REFUSED
3/25/1170/HH	<b>Surrounded, Coveys Lane:</b> Erect swimming pool, plant equipment and landscaping	GRANTED
3/25/1577/HH	<b>Lares, Slough Road:</b> Demolish conservatory, erect single storey rear extension with three rooflight windows, erect front porch, replace front door; alterations to external materials and fenestration.	Awaited
3/25/1324/FUL	<b>Land adjoining 13 Parsonage Lane, Sawbridgeworth:</b> Erect one dwelling with access, parking and garden space.	Awaited