

# UNAPPROVED DRAFT3



## Minutes of the High Wych Ordinary Parish Council Meeting Wednesday 17<sup>th</sup> September 2025 8pm in the Green Room, High Wych Memorial Hall

Cllr Tom Payne (TP) Chairman\*      Cllr Jacqueline Jackson\*  
Cllr John Andreotti (JA)\*      Cllr Carrie Payne (CP)\*  
\* *Denotes present*

Present: Three members of the public, District Cllr Ian Devonshire, County Cllr Eric Buckmaster

Clerk: Colin Marks, Clerk to the Parish Council

The Chairman opened the meeting at 8.05pm.

**ACTION**

**25.065 Apologies for absence**

1. Councillors: None
2. Others: PC Shelly Marshall

**25.066 Declarations of Interest and requests for dispensations**

1. Interests declared: None
2. Dispensation requests: None.

**25.067 Approval of Minutes**

1. **RESOLVED: to approve the Minutes of the Ordinary Parish Council Meeting held on 16<sup>th</sup> July 2025.** The Chairman signed the Minutes.

**Clerk**

***At 8.08pm the meeting was suspended for public comments***

An Allen's Green resident raised concerns about the memorial tree planted on the Green, which is a registered Village Green and is also registered as a charitable trust. The Clerk pointed out that two different areas of legislation are involved. With regard to the charity, the Clerk said that the trust is unincorporated and therefore does not have the power to hold title deeds to land. The Parish Council was appointed as the custodian trustee holding the title (effectively owning the land), but it does not – and cannot – have any management responsibility, that being within the remit of the management trustees. At its November 2024 Parish Council meeting, a request was considered that "The village would like to plant a tree on the green to celebrate [a parishioner] reaching 100 yrs old". Since the request purported to be made by the village (ie Allen's Green residents), the Parish Council approved the request, ie, it approved of the idea of a memorial tree. Since the Parish Council pays for the Green to be mowed, the only stipulation was that the siting of the tree would not impede the mowing. The Parish Council was not consulted and had no input into the species of tree or its location. From the registered Village Green perspective, the Parish Council, as land owner, has the right to permit the planting of a tree as long as it does not interfere with other designated activities. The parishioner argued that he and other residents living adjacent to the Green believed the siting of the tree interfered with the general use of the Green and that since the tree had the potential to grow very large, it would spoil the enjoyment of the Green and block residents' views of the countryside. The Parish Council said it did not have the right to move the tree, but that the managing trustees would have to be consulted. It proposed the solution would be for the parishioner to submit to the Clerk the opinions and views of the residents he represented, together with a clear indication – preferably a map or plan – of where the tree would best be sited. The Chairman said the Parish Council could then liaise with the Village Green charity trustees, who are responsible for the management of the Green, in the hope that the matter can be resolved to everyone's satisfaction. For further clarity, the Chairman proposed the issue appeared to be with the siting of the tree and therefore agreement on another location on the Green should be possible.

Former councillor David Smith raised an issue of concern regarding minute 24.063.2 of the July 2024 Parish Council meeting. He expressed that he was upset with the lack of support from the Parish Council with reference to the ensuing incident relating to a resident of the parish. The

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Chairman responded that he had spoken in person with the resident who stated that in his mind the incident raised by David Smith was closed. At agenda point 24.063.2 regarding items for future agendas and late matters raised, the minutes did not record that Cllr Smith briefly left the meeting to speak with a member of the public. The Clerk said he did not record this because Cllr Smith was only absent for a minute or two and the matter on the table did not require a vote. The Clerk also confirmed that it was not his practice to record such a minor occurrence. During his absence, the Council noted that the coffee shop was possibly considering some form of advertising notice and the question was raised as to whether that would require planning permission. The example of a business advertisement on a nearby fence raised the question of whether that had required planning permission. The Clerk said he did not know, but offered to ask EH Planning Enforcement. The Clerk said he asked Cllr Jordan to provide a photograph so that the enquiry was clear. The Clerk also noted that was not uncommon for his other parish councils to ask him to check such matters with EH Planning. The other councillors who were in attendance in July 2024 said they clearly recalled the exchange and that Cllr Dave Smith was not in the room when the issue was discussed nor was it recounted after his return to the table.

Clerk

It was noted that the Parish Council has never received an answer from East Herts Council regarding whether planning permission was needed for the advertising signs. It was agreed to follow this up and District Cllr Ian Devonshire offered to pursue it with Planning Enforcement.

Clerk  
ID

It was also noted that some information on the East Herts Council website regarding current High Wych councillors and the Clerk's contact number is out of date and needs to be corrected. It was agreed to action this.

Clerk

Also raised was the question of repairing the planter at the corner of the Playing Field for which funding had been agreed in July 2024. This had not been actioned; therefore to be reviewed.

## ***At 8.45pm the meeting was restored to order***

### **25.074.3 Other parish matters**

It was agreed to bring this agenda item forward while Dave Smith was present. The High Wych Memorial Hall Chairman wrote to ask the Parish Council five questions (item 2 i-v below).

#### **1. High Wych Memorial Hall and car park**

1. CCTV software upgrade: This has been done and the invoice passed for payment.

2. (i) Village Hall portfolio holder: The clerk confirmed there is currently no individual Village Hall portfolio holder. It was resolved at the Annual Parish Council Meeting in May that all councillors would be involved in VH matters. The Chairman agreed to contact the HWMH Chairman to get clarity on the HWMC management requirements.

TP

(ii) To consider installing a larger Biffa style litter bin at HWMH: There was a discussion on who uses the bin, noting it was supposed to be for HWMH only. However, it was acknowledged that others, eg litter pickers, do use the bin. To be explored further.

(iii) Arrange removal of HWPC records from HWMH: The Chairman agreed to discuss further with the HWMH Chairman. The Parish Council does not own or have access to storage place. Current Council papers are kept at the Clerk's home, but he has no space for additional material.

TP

(iv) Defibrillator responsibility and maintenance: It was agreed that the Parish Council will not take responsibility for the defibrillator, but that it would pay for new pads and batteries. The HWMH Chairman to contact the Parish Clerk with details.

Clerk

(v) Improvement of car park lighting: It was unclear where it was considered that lighting was inadequate and therefore in need of improvement. The Chairman agreed to seek clarification from the HWMC Chairman.

TP

### **25.068 Casual Vacancy**

Noted that no one has applied to be co-opted to fill the casual vacancies following the resignations of councillors Dave Smith and Keith Jordan.

Clerk/  
All

### **25.069 Chairman's announcements**

The Chairman announced that he had regretfully received a letter of resignation from Cllr Liz Faulkner who wishes to pursue other aspects of community involvement. On behalf of the

Clerk

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Parish Council, the Chairman thanked her for her valuable contribution to the Council and wished her well for the future.

## 25.070 East Herts Rural Police Safer Neighbourhood Team (SNT).

### 1. Crime report

PC Shelly Marshall provided a written report as follows:

#### High Wych Crime report - September 2025

Over the summer we are pleased to report that there was no significant increase in calls relating to anti-social behaviour, we have begun work with High Wych Primary school and aim to be running some assemblies with year 5 and year 6 around several topics including Halloween safety.

Local officers will continue to be visible in the community and will be out conducting speed enforcement as often as possible.

We have an engagement planned at The Coffee Lounge on 8<sup>th</sup> December between 10-11am.

We also have some drop-in sessions at Sawbridgeworth Town Council Offices on the following dates:

24<sup>th</sup> September 11am-1pm

15<sup>th</sup> October 11am-1pm

11<sup>th</sup> November 11am-1pm

**PC Shelly MARSHALL, 2277**

### 2. Cross border update: Nothing to report

## 25.071 Reports by County and District Councillors

County Cllr Eric Buckmaster's written report is included in the Minutes as Appendix B.

Cllr Buckmaster also commented on the current recycling infrastructure plan consultation and mentioned the removal of Rivers 'apple posters by persons unknown.

District Cllr Ian Devonshire said the roll out of the new bin collection regime is improving, whilst acknowledging that there has been a lot of dissatisfaction expressed by numbers of residents about the initial service provided. Enhancement of certain aspects of the service is being reviewed, particularly with regard to the collection of food waste over the Christmas and New Year period. Cllr Devonshire commented on the Bonneys Row planning refusal, saying he attended the planning meeting. He also reflected on the progress of the proposed creation of unitary authorities replacing the current two-tier County/District system by 2028 and the most likely possible outcomes.

## 25.072 Planning

### 1. New Applications:

3/25/1095/HH	<b>Lares, Slough Road:</b> 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 <b>RESOLVED: No comments</b>
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Clerk

### 2. Decision Notices. As detailed in Appendix A below – for information only

### 3. Other planning matters, including items received too late for the agenda: NONE

## 25.073 Finance

### 1. Report of the Council's Accounts at year-end 31<sup>st</sup> August 2025

Opening cashbook balance 1 <sup>st</sup> July 2025	21,700.16
Plus income to 31 <sup>st</sup> August	100.00
Minus expenditure to 31 <sup>st</sup> August	4,794.86
<b>Balance available to Council at 31<sup>st</sup> August (cashbook balance)</b>	<b>17,005.30</b>
Plus unrepresented payments	0.00
<b>Reconciled Bank statement/cashbook balance 31<sup>st</sup> August 2025</b>	<b><u>17,005.30</u></b>

**RESOLVED: That the Accounts Statement to year-end 31<sup>st</sup> August 2025 be approved.**

Clerk

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## 2. Accounts Reconciliation at 31<sup>st</sup> August 2025

Cashbook balance 31<sup>st</sup> August £17,005.30  
Bank balance 31<sup>st</sup> August £17,005.30

**RESOLVED: To agree the bank reconciliation as presented.**

## 3. Performance against 2024/25 budget at 31<sup>st</sup> August 2025

	Budget	Actual 31 <sup>st</sup> August
Income total	22,036	10,143
PWLB Loan	0	0
Income total	<b>22,036</b>	<b>10,143</b>

	Budget	Actual 31 <sup>st</sup> August
Expenditure Net of VAT	24,445	11,466
PWLB Loan servicing	0	0
Expenditure balance	<b>24,445</b>	<b>11,466</b>

Budgetted deficit 2025/26 -2,409  
Actual deficit 31<sup>st</sup> August -1,324  
Opening bank balance 1<sup>st</sup> April 2025 18,876  
Bank balance 31<sup>st</sup> August 2025 17,005

**RESOLVED: To agree the performance against budget as presented.**

## 4. National Wage award 2025

**RESOLVED: To agree the 3.2% increase backdated to 1<sup>st</sup> April 2025**

Clerk

## 5. Payments for approval: All expenditure to be made under The General Power of Competence As at 17<sup>th</sup> September

		Value	VAT incl
Mokut Mower Services	Grass cutting July**	350.00	
Everflow Water	Water 14/9-13/10	151.94	
Wells Construction Ltd	HWMH Green Room ramp	1,392.25	232.04
Color-Board Ltd	Dog poo and litter bin emptying July	120.00	20.00
Color-Board Ltd	Dog poo and litter bin emptying Aug	120.00	20.00
Clerk	Salary August	578.44	
HMRC	PAYE August	144.80	
HMRC	Employer's NIC	45.94	
Mokut Mower Services	Grass cutting August**	350.00	
Unity Trust Bank	Service charge August	6.00	
Mokut Mower Services	Grass cutting Sept** TBC	350.00	
Color-Board Ltd	Dog poo and litter bin emptying Sept	120.00	20.00
Clerk	Reimburse printer paper	5.62	
Clerk	Salary September	514.20	
HMRC	PAYE September	128.40	
HMRC	Employer's NIC	33.84	
Unity Trust Bank	Service charge September	6.00	
Assured AV Security	HWMH Rectified CCTV system service	96.00	16.00
High Wych Mem Hall	Hall hire 17 <sup>th</sup> September	15.00	
TP Jones & Co LLP	Payroll July-September	64.40	10.73
** Grass cutting KGV Field High Wych and Allen's Green village green			
VAT included To be reclaimed under VAT Act 1994 (1), (3)			93.73

Clerk

**RESOLVED: to approve all payments as per the Clerk's report**

## 6. Annual Governance and Accountability Return AGAR 2024-25

1. 2024-25 AGAR signed off by external auditor PKF Littlejohn with no issues raised.

Clerk

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2. AGAR 2025-25: The Clerk reported that the audit for 2025-26 will be more stringent and will include assessment of the implementation of Assertion 10, covering generic website address and corresponding email addresses for all councillors, website accessibility under WCAG 22 AA legislation, and GDPR compliance.

**Clerk**

- 7. Bank Mandate update:** The signatories signed the requisite forms to update the mandate.

**Clerk**

- 8. FSCS Annual Review:** The Clerk reported that the confirmation of eligibility and turnover had been submitted.

**Clerk**

**25.074**

## 1. Highways

1. Cllr Eric Buckmaster has corresponded with an Allen's Green resident on speeding concerns. He said he would be prepared to consider funding a speed indicator device (SID) subject to further consultation with Highways. It was agreed that the Chairman would contact the resident to discuss further.

EB/TP

2. Noted: TRO28459 Temporary High Wych Lane road closure.

- 3. Other issues:** None raised

## 2. Footpaths and other Public Rights of Way (PRoW)

1. No issues raised.

### 3. Other Parish Matters

### 1. High Wych Memorial Hall and car park

All agenda matters considered earlier in the meeting following parishioners' comments.

**Clerk**

Additional item: Cllr John Andreotti reported that the police had asked to see any CCTV footage following a burglary. The Parish Council was unable to help because the request was received after the camera's SD card retention period had expired.

## 2. 1. New domain and email addresses

The Clerk reported that his .gov.uk email address has been set up and is ready to go. Councillors' email addresses have been set up but require councillors to activate them and set new passwords. The new website address is already active. The Clerk also reiterated that recent information from HAPTC indicated that the 2025/26 audit would focus on Assertion 10 compliance, as outlined in agenda item 25.073.6.2 above.

**ALL**

**Clerk**

**25.075**

## 1. Playing Fields and buildings

### 1. Harlow Theatre Company

- 1.** No issues raised.

## 2. Play area

1. Issues: A swing seat cover is disintegrating; Sovereign Play should rectify under warranty. No update received.

TP

2. Gate spring: BB&C Fencing to fit a spring. No update reported

### 3. Other parish matters raised

The Scarecrow Festival, whilst a great success, generated some unfortunate issues that must be addressed by rules being imposed for future events. 1) Over 40 bags of litter were collected from the Field after the event. The acceptable means of disposal needs to be clarified. 2) Vehicles driving on to the Field to be strictly limited to loading and unloading. 3) Parking on the Field overnight not to be allowed under any circumstances.

It was agreed that the Clerk would write to the event organiser to set out the above conditions. Cllr John Andreotti to provide the Clerk with an accurate and suitable form of words.

**JA/Clerk**

## 2. Allotments report

1. The Clerk confirmed that an eviction notice had been sent as requested.

Clerk/CP

**25.076**

**Correspondence:** The list of correspondence was noted as it appeared on the Agenda:

- HWMH: Questions re the Memorial Hall (25.074.3.1.2)

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- Burglary and police request to view CCTV (25.074.3.1)
- 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 items for future agendas

1. Late items: None
2. Future agenda items: Draft budget and precept (November Council meeting).

Clerk

## 25.078 Date and venue of next Parish Council meeting

Ordinary Council Meeting, 8pm Wednesday 12<sup>th</sup> November at Allen's Green Village Hall

Clerk

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 10.15pm.

Signed.....

## APPENDIX A

### 25.072.2 25.072.2 PLANNING DECISION NOTICES for information only as at 11<sup>th</sup> September

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

## APPENDIX B

### E Buckmaster County Councillor Report Sept 2025

#### Local Government Reorganisation engagement plans

The LGR engagement with Hertfordshire residents and partners is now open until 30 September.

We would be grateful if you could share the information below with your networks:

Help shape Hertfordshire's future – have your say on changes to local government

Hertfordshire's 11 councils have launched a second phase of engagement on the future of local government in the county.

Residents, community groups, businesses and wider stakeholders are invited to share their views on how services will be delivered in Hertfordshire in the years ahead. This is a once in a generation opportunity to help shape the future of local government.

In December 2024, the Government set out plans to simplify local government in England to make it easier for residents and businesses to access services and to save money.

In Hertfordshire, there are currently different types of council, for instance:

- District and borough councils, which provide services such as housing, planning, bin collections, car parks and leisure services.
- The county council, which is responsible for schools, libraries, roads, caring for children and supporting adults who need help with daily living.

Under the Government's plan, these councils will be replaced by new unitary councils that will deliver all services currently provided by the two separate types of council.

All councils in Hertfordshire are working together to explore what this would look like. The aim is to create a system of local government that is easy to understand, delivers good value for money and responds to the needs of local areas.

Over this month, councils will hold a mix of in-person and online events across the county. A dedicated website will also give further information on the changes, how you can get

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involved and share your views at <https://www.hertfordshire-lgr.co.uk/> .

To access the survey directly, please use this link: [Engagement Survey | Local Government Reorganisation | Shaping Hertfordshires Future](#) The survey will remain open until 30 September 2025. After this date councils will review all the feedback before submitting the final proposal to Government at the end of November. Any questions relating to the survey and/or information about the local government reorganisation in Hertfordshire, please contact directly: [hertfordshirelgr@connectpa.co.uk](mailto:hertfordshirelgr@connectpa.co.uk)

## **Hertfordshire's Local Nature Recovery Strategy (LNRS) Public Consultation launching in July**

Hertfordshire's LNRS public consultation launched in July, The consultation was open for eight weeks; Closed on 8<sup>th</sup> September

## **LCWIP Consultation will Commence 25<sup>th</sup> September for 6 weeks**

It will include previous post consultation comments, Primary and Secondary Routes for Walking and Cycling. There will be LCWIP reports with scheme rankings and priorities for most benefits and impacts.

WSP will provide some cost elements

Stortford and Sawbridgeworth are linked with a top 10 of schemes for future funding applications.

## **Lifesaving equipment to be available at every Hertfordshire Fire Station**

Hertfordshire County Council and local charity Hearts for Herts have teamed up to ensure that publicly accessible lifesaving equipment is available at every fire station in the county. Fourteen units containing a defibrillator and bleed kit have been donated, co-funded by Hertfordshire County Council Public Health and volunteer-run Hearts for Herts Charity. This equipment is crucial in emergencies, significantly improving survival rates from out of hospital cardiac arrests and managing severe bleeding until emergency services arrive. Hertfordshire County Council and Hearts for Herts will continue to collaborate on future installations.

The initiative is part of a wider community defibrillator and bleed kit project, reinforcing our commitment to equipping residents with the tools and knowledge to respond confidently and effectively in emergency situations.

The most recent installation at Hatfield fire station was activated just over a month after being installed, demonstrating the vital role of public access in real emergencies. Each unit is mounted on the exterior of the fire station, ensuring round-the-clock access for the public.

The unit includes: a defibrillator; a bleed control kit; a QR code, offering free CPR and defibrillator training resources as well as links to wider health information.

Importantly, no specialist training is required to use defibrillators. The Mindray automated external defibrillator (AED) provides clear, step-by-step voice instructions and are designed to only deliver a shock when medically necessary, ensuring safety for all users.

Hearts for Herts will manage the ongoing maintenance and coordinate a volunteer guardian network to ensure each unit remains fully operational and emergency ready.

## **HCC Services for Young People -**

Hertfordshire County Council Services for Young People (HCC SfYP) delivers youth work, careers education information advice guidance, work related learning, work experience and is responsible for the review and maintenance of education health and care plans for young people post-16 / post school.

The Service is a key contributor to the prevention and early help agenda including Hertfordshire County Council's aim of supporting young people to make a successful transition to an economically independent adult life. The Service delivers targeted prevention and early intervention work to ensure that young people get the help they need early and to reduce the necessity for higher cost specialist interventions. It enables young people to succeed by providing high quality informal education opportunities to promote their personal and social development.

SfYP supports young people who are challenged in education, their communities or home life to ensure a successful transition to adulthood.

## **Adult social care requests to Herts County Council increase by 20%**

Hertfordshire County Council received over 33,000 requests for adult social care assistance

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in the last financial year. The 20% increase from pre-Covid levels was discussed as part of the authority's fourth quarter performance report to the adult care, health and wellbeing cabinet panel. The report stated a "notable increase in front door demand." It added: "New requests for support rose to 33,641, marking a 2% increase from 2023-24 and a significant 20% rise from pre-Covid levels."

## **Government's Fair Funding Review 2.0 plans could cost Hertfordshire County Council £50 million a year**

Hertfordshire County Council has formally responded to the Government's Fair Funding Review 2.0 consultation and called on Ministers to rethink proposals which could remove around £50m from the budget and lead to consequential adverse impact on services. Modelling of current proposals indicates that the Government's proposed methodology will result in a significant grant reduction for the county council of between £47m and £54m which is the equivalent of nearly 10% of our overall annual adult care budget, nearly 20% of our spend on children's services, or more than we spend on day-to-day highways maintenance and filling urgent potholes (£35m).

This is because the methodology fails to take account of the specific challenges Hertfordshire already faces in funding adult social care services and supporting children with Special Education Needs and Disabilities (SEND).

The letter also highlights how proposals provide no ability for the county council to address this loss of income. If no changes are made, there will be a distinct and negative impact on the residents of Hertfordshire, especially the most vulnerable people in our communities.

## **Hertfordshire County Council restates concern over scale of Stansted Airport expansion plans**

Hertfordshire County Council have published their formal response to a recent planning application to expand capacity at Stansted Airport, outlining concerns on behalf of residents and businesses across the county.

Hertfordshire County Council have published their formal response to a recent planning application to expand capacity at Stansted Airport, outlining concerns on behalf of residents and businesses across the county.

Following the publication of a masterplan for Stansted Airport last year that outlined their ambition to increase capacity and passenger numbers, a formal planning application has now been submitted to Uttlesford District Council for consideration.

The airport, located just over the Hertfordshire border in Essex and just a few miles from Bishops Cleeve, has applied to change its existing planning permission which allows for 43 million passengers per annum, up to a new limit of 51 million per annum. While not increasing the number of flights, the larger aircraft that would be used could have further detrimental impacts.

The county council is cautiously optimistic that expansion can be brought forward within the environmental limits already in place and within national carbon budgets and net zero commitments but has called upon Uttlesford Council to commission independent specialist technical advice to confirm this and for specific controls and limits to be put in place if it is to be permitted.

There are, however, very serious concerns about the potential impacts of an additional 8 million passengers a year on those parts of Hertfordshire's road and rail networks that provide access to/from the Airport for passengers and employees. The county council has called upon Uttlesford Council to bring all those with surface access responsibilities together with representatives of the Airport to reach a consensus on those impacts and explore and agree, if possible, a package of interventions and measures that would address them.

## **Winter Self-Help Scheme returns to help communities stay safe this winter**

Hertfordshire County Council's Winter Self-Help Scheme is now open for applications, offering eligible groups - including schools and residents' associations - the chance to receive free salt to help keep their local roads and pavements safe during icy conditions. This year, applications can be made for up to 20 bags of salt, which can be used on public roads and footpaths in local areas. The scheme is part of the council's wider commitment to supporting communities to prepare for and respond to winter weather. Eligible groups include: schools; town and parish councils; district and borough councils;



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residents' associations; community groups

The council is also continuing its cycleway gritter trial, which ensures key cycle routes can be kept safe and open throughout the winter months, helping people travel sustainably all year round.

Applications for the Winter Self-Help Scheme opened on 1 September and can be made via the Hertfordshire County Council website until 31 October: [Winter self-help \(gritting your own road\) | Hertfordshire County Council](#)

## **Hertfordshire secondary school applications for September 2026 now open**

The new school year may just be about to start but it's already time for parents and carers in Hertfordshire to start planning for next year as the application process for transfer to secondary schools opens today (Monday 1 September).

If your child starts secondary or upper school next year, or wishes to apply for a place at a university technical college, make sure you apply for a place in good time.

The easiest way to apply for a school place for September 2026 is to visit [www.hertfordshire.gov.uk/admissions](http://www.hertfordshire.gov.uk/admissions) and complete the online application form.

If you apply online you can access your school offer before allocation letters are received and accept your school allocation online. Last year over 99% of parents applied in this way and found the system quick, easy and secure.

## **Arts in East Herts is back**

From painting and candle-making to theatre, blacksmithing, and even a planetarium experience, there's something for everyone to enjoy. We'd really appreciate your help spreading the word in your communities so more people can get involved.

You can view the full programme [here](#).

Although grant funding has now closed, we're still keen to hear from organisations running events or activities in September or October – so if you know of any within your networks, please pass this on to them. They can get in touch with us via [our website](#).

## **Sustainability Fund**

Veolia is offering **£15,000** to not-for-profit organisations, community groups, and individuals in East and North Herts through their Sustainability Fund.

Between £250 and £1,000 in funding is available per project and applicants can also request in-kind resources (such as compost) or volunteers for a day.

Environmental and social projects must be within the district and need to meet at least one key criteria:

- Enhances biodiversity
- Promotes sustainable waste behaviours
- Protects the environment by using recycled, reused or reclaimed materials
- Strengthens the local community through employment support programmes, rehabilitation projects, or youth development initiatives

Applications can be made via Veolia's website at [veolia.co.uk/Sustainability-Fund](http://veolia.co.uk/Sustainability-Fund)

The fund remains open for applications until Tuesday 30 September.

## **Waste Service Change**

With an increasing number of comments on social media, we want to make sure that you all have any information you may need over the next couple of weeks.

Background and general information about the service change can still be found on our website:

[www.eastherts.gov.uk/binchanges](http://www.eastherts.gov.uk/binchanges)

There is also an FAQ to cover most questions:

<https://www.eastherts.gov.uk/bins-waste-and-recycling/bin-collection-changes/faqs-bin-collection-changes>

The A-Z of what goes in each bin has now been updated to reflect the new service:

<https://www.eastherts.gov.uk/bins-waste-and-recycling/what-goes-my-bins>

Residents can check their collection days online:

[Find your bin collection day | East Herts District Council](#)

If residents haven't received their bins yet, then they will need to send their full address and details of which bins they are missing to: [customer.services@eastherts.gov.uk](mailto:customer.services@eastherts.gov.uk)

## **Electoral Registration Annual Canvass 2025**

The Electoral Registration Officer (ERO) has legal duty to undertake an audit of all household

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voter registration in the district and produce a new Register of Electors by 1 December. The canvass runs from July to December

The canvass forms will check:

- Names – of everyone eligible to vote in the household
- Nationality - to ensure they are given the correct voting rights
- Age -over 76 need to be marked as they will no longer be called for jury service. 16/17 year olds (attainers) can be added to the register, they will be added in the month they turn 18.
- Voting preference - in person, postal, pro

## **New Electors**

If we have received a response from the household stating another person needs to be added to the property they begin the Invitation To Register (ITR) Process. They can either register online (preferred) at [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote) or we can send a paper form in the post. Just adding a name to the household form does not automatically include them onto the register. We need further information such as national insurance number in order to complete the ITR process.

## • **Postal Votes**

Please be aware that electors who currently have a postal vote in place will also be reminded to renew their application. Due to the current high volume of postal vote applications, electors who have recently made such a submission may still receive this reminder pending the processing of their form.

There is a legal requirement to apply to register to vote when invited by the Electoral Registration Officer to do so. Credit Reference Agencies also use our data to help improve credit scores.

## • **Postal vote reapplication**

Following changes introduced by the Elections Act 2022, postal voters are now required to reapply for their postal vote every three years. All postal voters who made their current application before 31 October 2023 are required to reapply for their postal vote by 31 January 2026.

Electoral Services will be contacting all those affected by this change in the coming weeks explaining how to reapply. Electors will be contacted by email if we hold an email address or by post if we do not. There are approximately 16,000 electors affected.

More information and a list of FAQs can be found on the [council's website](#).

If you have any questions regarding registering to vote, please email [electors@eastherts.gov.uk](mailto:electors@eastherts.gov.uk) or call 01279 655261.

## **Herts Sports Partnership and HCC Public Health Campaign - "Never too late to be active 2025"**

The "Never too late to be active 2025 campaign" is targeted at those who struggle to keep active or who have minimal opportunities to be active.

The 2025 campaign offers sign up, including free sessions to a wide choice of East Herts activity providers, so you can choose a location and activity that works for you!

Sign up [here](#) and to find out more information: The link to sign up to the campaign can be found here: <https://www.hertfordshire.gov.uk/services/health-in-herts/news-events-and-campaigns/never-too-late/never-too-late.aspx?searchInput=&page=1&resultsPerPage=10&view=card>

Individuals can sign up to the campaign and receive an activity voucher to enjoy 12 free and discounted sessions to help them reach their goal. Those that enter can also be in with a chance to win prize draws.

## **Introducing the NHS Healthy Start Scheme: Nourishing Families for a Healthier Future**

There's a simple way we can help families access nutritious food—through the [NHS Healthy Start Scheme](#).

This government-funded initiative provides weekly payments to eligible families to help buy fresh fruit, vegetables, and milk—making healthy eating more affordable and accessible. Nearly £1 million in Healthy Start funding is still unclaimed in Hertfordshire alone. That's a lot of missed opportunities to support families in need!

## **How the Scheme Works**

Families receive a Healthy Start card topped up every 4 weeks with:

# UNAPPROVED DRAFT3

- £4.25/week from the 10th week of pregnancy
- £8.50/week for children aged 0–1
- £4.25/week for children aged 1–4

They can use this card at most supermarkets and local shops to buy healthy essentials.

## Free Vitamins

In Hertfordshire, all families in the same category as above can also collect free vitamins from their local Family Centre in Hertfordshire. They don't have to have a Healthy Start card.

[www.hertsfamilycentres.org/healthystartvitamins](http://www.hertsfamilycentres.org/healthystartvitamins)

Encourage families to apply today to start receiving support. Local family centres and health visitors can also assist in completing forms or call 0300 330 7010 / email

[healthy.start@nhsbsa.nhs.uk](mailto:healthy.start@nhsbsa.nhs.uk)

**Eric Buckmaster Sept 2025**

## COUNCILLOR ACTIONS ARISING

### Cllr Tom Payne

- HWMH. Discuss with HWMH Chairman: management requirements; ongoing storage of PC documents; clarification on car park lighting improvement
- Allotments (with Cllr Carrie Payne)
- Gilston development
- Blounts Lane S&V study – liaise with Cllr Eric Buckmaster and contact parishioner
- Contact Sovereign Play re warranty on disintegrating swing seat
- Arrange BCC to fit gate spring (with Cllr John Andreotti)
- Bus shelter litter bin lid

### Cllr John Andreotti

- HTC liaison
- Car park liaison
- Arrange BCC to fit gate spring (with Cllr Tom Payne)
- Provide wording to Clerk for Scarecrow festival conditions

### Cllr Carrie Payne

- Monitor Highways issues, including parking
- Allotments (with Cllr Tom Payne)

### Cllr Jacqueline Jackson

- Footpaths, Public Rights of Way and accessibility matters
- Attend the next Police Cross Border meeting and report back to Council
- Follow up co-option prospects

### Clerk

- Set up agreed bank payments
- Order new defibrillator battery and pads
- Planning comments
- Arrange for EHC notice on Cllr Liz Faulkner vacancy
- Hall booking for next meeting
- Website updating and email changes to .gov.uk
- AGAR 2025/26 Assertion 10 compliance
- Prepare draft budget and precept for November PC meeting

### ALL

- Seek to find co-optees to fill vacancies

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