

To: Councillors John Andreotti, Natalie Higgins, Jacqueline Jackson, Carrie Payne,
Tom Payne (Chair), Brian Sullivan

You are summoned to attend this Parish Council meeting to transact the following business:

Ordinary Parish Council Meeting

Wednesday 16th September 2026 at 8pm in 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: 10th September 2026

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.

26.065 To receive and accept apologies for absence

26.066 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.

26.067 To consider co-option application to fill a casual vacancy

26.068 To approve Minutes of the 1st July Parish Council Meeting

To consider suspending the Meeting for Public Comments

26.069 Chairman's Announcements

26.070 Neighbourhood Police

1. Crime report

26.071 County and District Councillors' reports

26.072 Planning

1. New Planning Applications received

3/26/0999/HH	Millfield, High Wych Lane: Installing front porch	By 14 th 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
2. To note: (i) New East Herts Local Plan update – due for adoption April 2029
(ii) The revised NPPF came into force on 17th August

26.073 Finance

1. To receive cashbook accounts at 31st August
2. To approve bank reconciliation at 31st August
3. Performance against budget at 31st August
4. To approve list of orders for payment
5. Update: Annual Governance and Accountability Return (AGAR) 2025/26
6. To note: Move to mandatory digital AGAR returns for 2026/27 – training sessions being set up by SAAA/SLCC

26.074 NALC National pay agreement 2026/27

1. To consider the pay award backdated to April 2026
2. To consider the Clerk's pay grade as defined by the pay agreement

26.075 1. Highways

1. Blounts Lane speeding concerns - Cllr E Buckmaster update
2. To note: TRO31004 Blounts Lane
TRO31054 West Road and High Wych Lane
TRO31289 Bakers Lane
3. To note HCC's Winter self-help salt availability

2. Footpaths and Public Rights of Way

1. To consider any issues raised

3. Other Parish Matters

1. High Wych Memorial Hall and car park:
 1. Update on moving PC records from HWMH to AGVH
 2. Update on car parking issues raised by HWMH trustees
2. Update on possible Sawbobus stop at Allens Green (raised at the March 2026 HWPC meeting)
3. To consider other matters
 1. To consider ordering Christmas tree for Broadfields
 2. To note the Stansted Airport Parish Council Forum - Thursday 22nd October - 1-3pm
 3. Update: installation of perimeter bollards on Allen's Green Village Green
 4. New domain and email addresses: update
3. Updates: (i) Removal of flower/plant holder at the corner of the play area
(ii) "Please move" notice on cars left in Car Park

26.076 1. Playing fields, buildings and Village Greens

1. Harlow Theatre Company

1. Update on any issues

2. Play area

1. Swings seat cover disintegrating: Warranty cover report
2. To receive and consider Annual RPII inspection report (if available)

3. Dead tree removal on High Wych Playing Field and saplings available for planting (Playing Field Trustees)

2. Allotments :

1. To receive report

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

- SAAA (Smaller Authorities' Audit Appointments Ltd): AGAR digital changes for 2026/27 (26.073.6)
- Places for People: Village 1 Masterplans update
- HCC: TRO31004 Blounts Lane
- HCC: TRO31054 West Road and High Wych Lane
- Stanstead Aiport: Parish Council Forum - Thursday 22nd October - 1-3pm
- HCC: Winter self-help salt availability (26.074.1.3)
- EHC: Update on new East Herts Local Plan (26.072.3.2(i))

26.078 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

26.079 Date and venue of next Meetings:

11th November Allen's Green Village Hall; 20th January 2027 High Wych Memorial Hall

APPENDIX Agenda item 26.072.2

Planning Decision Notices (as at 9th September, for information only)

3/26/0710/ARPN	4 Pole Hole Farm: Prior approval application (Part 3, Class Q) for change of use and conversion of existing agricultural barn to create 1 x 3-bed dwelling and associated operational development	REFUSED
3/26/0247/HH	1 Stepped Gable Mews, High Wych Lane: Replacement windows and doors	WITHDRAWN
3/25/1578/FUL	Little Toad Hall, 3 Trimms Green: Demolish sheds; site a mobile holiday home and new boundary fence	Awaited