

To: Councillors John Andreotti, Jacqueline Jackson, 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 15th May 2024 at approx 8pm in High Wych Memorial Hall

Immediately following the Annual Meeting of the Parish Electorate and the Annual Parish Council Meeting 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: 9th May 2024

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.

24.037 To receive and accept apologies for absence

24.038 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.

24.039 To approve Minutes: Ordinary Parish Council Meeting, 17th January 2024

To consider suspending the Meeting for Public Comments

24.040 Chairman's Announcements

24.041 To consider co-opting to fill the vacant seat

24.042 Neighbourhood Police crime report

24.043 County and District Councillors' reports (these may be given at the earlier Annual Electorate Meeting)

24.044 Planning

1. New Planning Applications received

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

24.045 Finance

1. To receive cashbook accounts Year-end 31 March 2024
2. To approve bank reconciliation Year-end 31 March 2024
3. Performance against budget Year-end 31 March 2024
4. To consider grant request for Scarecrow Festival
5. To approve payments for 15th May
6. New Parish Council laptop quote

7. Annual Governance and Accountability Return (AGAR) 2023-24

- 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 3 June – Friday 12 July 2024.**

24.046 1. Highways

1. Overgrown hedges: update MOG Bakers Lane hedge
2. Potholes High Wych Lane
3. Other issues raised

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. Any other issues

3. Other Parish Matters

1. High Wych Memorial Hall and car park:
 1. To consider any issues
 2. Bus shelter: Litter bin update

24.047 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, Section 106 payment

2. Allotments :

1. To receive report

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

- Parishioners: Potholes in High Wych Lane (24.046.2)
- Scarecrow Festival: grant request (24.045.4)

24.049 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

24.050 Date and venue of next Parish Council Meetings

8pm, 10th July at Allen's Green Village Hall

APPENDIX Agenda item 24.044.2

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

3/24/0292/HH	Vine Cottage: Demolish attached garage; erect 2 x single storey extensions	
3/24/0293/LBC		
3/24/0291/FUL	Field off Blounts Lane: Create access for farm machinery	