



# HIGHWOOD PARISH COUNCIL

**Minutes of the Parish Council Meeting  
held on Monday 16<sup>th</sup> September 2024 at 7.30pm at Highwood Village Hall (foyer)**

## **In Attendance**

Cllr P Latham (Chairman)  
Cllr T Horsnell (Vice-Chairman)  
Cllr G Appleton  
Cllr D Cameron  
Cllr K Latham-Pearmain  
Cllr S Maclean  
Cllr U Maher  
Clerk  
3 Members of the Public

## **30/24 Apologies for Absence**

None.

## **31/24 Declaration of Interests**

None.

## **32/24 Minutes**

The Minutes of the Parish Council Meeting of 15<sup>th</sup> July 2024 were approved and signed.

## **33/24 Cllr Mike Steel/Cllr Nicolette Chambers**

Councillor Chambers was not able to attend the meeting. Councillor Steel reported on the following:

- Broomfield Hospital staff parking charges and the relaunch of the shuttle service from the Chelmer Valley Park and Ride.
- Accelerated plant growth along the county's roads and pavements.
- Local Transport Plan 4.
- Improvements to the Highways Tell Us tool.
- Ride London cancellation for May 2025.
- Bus shelter upgrades.
- Potholes and pavements – extra funding to fix.
- The Parish Council's CCTV project.
- Local Highways Panel – consideration of a School Advisory 20mph with flashing lights.
- Digigo – no plans or funding to extend further south of Writtle.



# HIGHWOOD PARISH COUNCIL

## 34/24 Public Forum

2 members of the public raised the following:

- Missing sign near playground – confirmed as reported.
- Pothole repairs are beginning to deteriorate - confirmed as reported.
- Dirt at the end of the driveway to Church Farm near the ditch/grass verge.
- Overgrown grass on the Edney Common footpath by bungalows.
- Entrails left in the wooded area above Barrow Farm.

## 35/24 Clerk's Report

The Clerk reported on the following:

- The VAT reclaim for 2023/24 has been received.
- Unity Trust savings account interest rate has dropped from 2.75% gross to 2.6% gross.
- DW Maintenance will be looking at the 30mph sign near Phillips Farm during September.
- Chelmsford City Council chased regarding emptying the litter bin in Edney Common near the bus shelter.

## 36/24 Reports from Representatives

- (a) School Liaison – The new school year has started. No meetings held yet.
- (b) Play Area – The newly installed football goals are popular.

## 38/24 Finance and General Purposes

- (a) **It was resolved** to approve the payments made between 16<sup>th</sup> July 2024 and the date of this meeting, as follows:

Mayor, Cuttle & Co	£102.00
The Website Hoster	£600.00
DW Maintenance	£560.00
Staff costs	£1,252.69
MH Goals	£727.61
UK Debt Management Office (PWLb)	£5,169.08
Solopress	£449.58

- (b) The conclusion of the External Audit for financial year 2023/24 is yet to be received.
- (c) The budget update was received with no comments.
- (d) **It was resolved** to adopt the Vexatious Complainant Policy.

## 38/24 Planning

- (i) The following submission made outside of a meeting was noted:

24/00936/FUL

Change of use of agricultural land to use for equestrian purposes with the construction of a menage at Awes Farm, Ingatestone Road, Highwood – **no comment**.



# HIGHWOOD PARISH COUNCIL

## **39/24 Environment**

- (a) The consideration of quotes for the play area maintenance was deferred to the November meeting due to insufficient quotes received to meet Financial Regulations.
- (b) (i) An update on the CCTV column review was received. (ii) Following discussion, it was suggested that the use of Highways land be investigated for siting of columns.
- (c) Following discussion, the funding of a speed survey outside the school was not proposed as a motion.
- (d) Following discussion regarding the parking in Nathan's Lane, the potential of double yellow lines will be investigated.

## **40/24 General Information**

The following matters were raised:

- (i) Responsibility for the roundabout on the A414 as the line of sight is not good.

***The meeting closed at 8.36pm***