



# HIGHWOOD PARISH COUNCIL

**Minutes of the Parish Council Meeting  
held on Monday 17<sup>th</sup> March 2025 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  
Clerk  
2 members of the public

## **63/24 Apologies for Absence**

Apologies were received and accepted from Cllr Maher.

## **64/24 Declaration of Interests**

None.

## **65/24 Minutes**

The Minutes of the Parish Council Meeting of 20<sup>th</sup> January 2025 were approved and signed.

## **66/24 Essex Rural Policing**

PC John Davey answered questions about local issues and gave an update on the rural policing team. Residents were urged to report crime.

## **67/24 Cllr Mike Steel/Cllr Nicolette Chambers**

Councillors Steel and Chambers were not able to attend the meeting. Councillor Steel sent a report that included:

- Devolution and unitary councils.
- Love Your Bus initiative.
- Member Highways initiative.
- Lamppost SIDs.
- Road safety issues.
- Pylons – targeted consultation.

## **68/24 Public Forum**

Comments and queries were raised on note cards.



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## 69/24 Clerk's Report

The Clerk reported on the following:

- Attendance at the clerk forum hosted by the Essex Association of Local Councils on devolution and the local government reorganisation.

## 70/24 Reports from Representatives

- (a) School Liaison – there has been successful fundraising efforts at the school recently.
- (b) Play Area – bird spikes needed at the Edney Common play area.

## 71/24 Finance and General Purposes

- (a) **It was resolved** to approve the payments made between 20<sup>th</sup> January 2025 and the date of this meeting, as follows:

Staff costs	£1,284.40
Unity Trust Bank	£6.90
FJ Horsnell	£144.00
C Bailey	£960.00
D Cameron (expenses)	£87.95
S Maclean (expenses)	£1,497.03
PWLB	£5,169.08
T Poole	£120.00
Mortimer Contracts	£5,274.00

- (b) The bank reconciliations from July to December 2024 (current account) and July 2024 to February 2025 (savings account) were checked and signed.
- (c) **It was resolved** to pay an additional £493.26 towards further work regarding the Norwich to Tilbury pylon scheme, as part of the Parishes Group.
- (d) **It was resolved** to approve the grant application from the church for £600.

## 72/24 Planning

The following submissions made outside of a meeting were noted:

- (i) 25/00003/FUL

Erection of rural worker dwelling at Highwood Stud, Wyses Road, Highwood – **objection**.

- (ii) 25/00172/FUL

Construction of a single storey rear/side extension at Briggs Farm Cottage, Cock Lane, Highwood – **no comment**.

## 73/24 Environment

- (a) **It was resolved** to purchase two defibrillators with insulated cabinets for the bus shelters in Edney Common and Ingatestone Road, at an estimated cost of £1,210 + VAT each.
- (b) (i) An update on the CCTV project was received. (ii) In order to progress the project, alternative siting on bus shelters will be investigated.



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## **74/24 General Information**

The following matters were raised:

- (i) Dog waste bins – one by the play area is missing a lid; new bin could be sited at the bus stop opposite.
- (ii) Litter pick on Sunday 23<sup>rd</sup> March between 10am and 12pm.

***The meeting closed at 8.45pm***