



HIGHWOOD PARISH COUNCIL

**Minutes of the Parish Council Meeting
held on Monday 19th January 2026 at 7.30pm at Highwood Village Hall (foyer)**

In Attendance

Cllr P Latham (Chairman)
Cllr T Horsnell
Cllr K Latham-Pearmain
Cllr S Maclean
Clerk

55/25 Declaration of Interests

None.

56/25 Apologies for Absence

Apologies were received and accepted from Councillors Cameron and Sinclair. Councillor Maher's resignation was noted with regret.

57/25 Minutes

The Minutes of the Parish Council Meeting of 17th November 2025 were approved and signed.

58/25 Cllr Mike Steel/Cllr Nicolette Chambers

Councillors Steel and Chambers were not in attendance.

59/25 Public Forum

None.

60/25 Reports from Representatives

- (a) School Liaison – wooden canopy needed. The Clerk confirmed that a replacement could be ordered under Financial Regulation 5.15.
- (b) Play Area – Edney Common play area hedge has been cut. A parking area will be investigated.

61/25 Finance and General Purposes

- (a) **It was resolved** to approve the budget for the financial year 2026/2027 and to vire funds from ear marked reserves to general reserves at year end if the general reserve falls below £10,000.
- (b) **It was resolved** to agree a precept of £40,030 for the financial year 2026/2027.
- (c) **It was resolved** to approve payments made between 18th November 2025 and the date of this meeting, as follows:

Staff costs	£1,509.20
Solopress	£470.99
Wallace Arboriculture and Groundcare	£1,082.00
Mayor, Cuttle and Co	£102.00
T Poole	£120.00
F J Horsnell	£144.00



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Unity Trust Bank
Village Hall Committee

£13.35
£118.50

62/25 Planning

The response to the following application, submitted outside of a meeting under delegated authority, was noted:

- (i) 25/01596/FUL – Demolition of existing barn and construction of 1 detached dwelling at New Barnes Farm, Ingatestone Road, Highwood. **Objection.**

The following applications were considered:

- (ii) 25/01786/OUT - Outline application for the development of 2 self-build dwellings at Phillips Farm, Highwood Road, Highwood – **No comment.**
- (iii) 25/01789/FUL - Proposed gym outbuilding at Oak Tree Farm, Ingatestone Road, Highwood. **No objection.**

63/25 General Information

The following matters were raised:

- (i) Quote for trimming the trees at the village hall play area were requested.
- (ii) Litter pick in March; plenty of equipment in store.

The meeting closed at 8.13pm