

To: Councillors John Andreotti, 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 13th May 2026 at approx 8pm in High Wych Memorial Hall

Green Room (*immediately following the Annual Meeting of the Parish Electorate and the Annual Parish Council Meeting which 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: 7th May 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.

26.037 To receive and accept apologies for absence

26.038 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.

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

26.040 To approve Minutes of Parish Council Meeting, 18th March 2026

To consider suspending the Meeting for Public Comments

26.041 Chairman's Announcements

26.042 Neighbourhood Police

1. Crime report

26.043 County and District Councillors' reports

26.044 Planning

1. New Planning Applications received

| | | |
|---------------------|---|-------------------------|
| 3/26/0531/HH | Bonnys Row: Two storey side extension and part single/part two storey rear extension, relocation of the front door and storm porch and alterations to fenestration | By 22 nd May |
|---------------------|---|-------------------------|

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

26.045 Finance

1. To receive cashbook accounts at year-end, 31st March
2. To approve bank reconciliation at year-end, 31st March
3. Performance against budget at year-end, 31st March
4. To approve payments for 15th May
5. **Annual Governance and Accountability Return (AGAR) 2025/26**
 1. **To Resolve that the Parish Council meets the criteria and wishes to be an exempt authority**
 2. The RFO and Chairman to agree to sign the **Certificate of Exemption**
 3. To approve the Internal Auditor's signed **Internal Audit Report**

4. To approve by Resolution Section 1: The Annual Governance Statement. The Clerk and the presiding Chairman to agree to sign.

5. To consider the Section 2 Accounting Statements as signed by the RFO and presented to the Council

6. To approve by Resolution Section 2 Accounting Statements. Presiding Chairman to agree to sign.

7. To Resolve to set the 30-working day period for the **Exercise of Public Rights as 3 June to 14 July**

8. To note the AGAR submission deadline is **Wednesday 1st July**

26.046 1. Highways

1. Blounts Lane speeding concerns - Cllr E Buckmaster update

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 HALS (County archive)

2. To consider parishioner's request to install two EV charging points at the car park

2. To consider other matters

1. Matters raised

2. New domain and email addresses: update

3. To consider parishioner's concerns about travellers and other matters

4. Update: New contractor for litter/dog bin emptying

3. Updates:

- Removal of flower/plant holder at the corner of the play area

- Car park: yellow Lines to identify accessible parking

- Car left in Car Park - with a SORN notice - LK54 RXZ

- Additional bin outside HTC pavilion

- Removal of bin by Coffee Lounge

26.047 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

3. Allen's Green Village Green: Traveller concerns

4. Scarecrow Festival: Permission for Festival team to park on the Field

5. Other matters raised

2. Allotments :

1. To receive report

2. Obtain quote for trimming allotments boundary hedge before Scarecrow Festival

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

- Parishioner: Request for Council to consider installing 2 EV charging points at the car park (26.046.3.1.2)

- Parishioner: Access to Allen's Green Village Green concerns (26.047.1.3)

- Parishioner: Traveller and other concerns High Wych (26.046.3.1.3)

- EHDC: litter/dog bin servicing contract (26.046.3.2.4)

26.049 Late items and other items for inclusion on future agendas

1. To note items received too late for inclusion on this agenda

2. To get quote for trimming allotments boundary hedge before Scarecrow Festival

3. Order Christmas tree in tub for Broadfields (September agenda)

3. To receive any other items for future agendas

26.050 Date and venue of next Meeting: Wednesday 15th July at Allen's Green Village Hall

16th September High Wych Memorial Hall; 18th November Allen's Green Village Hall;

20th January 2027 High Wych Memorial Hall

APPENDIX Agenda item 26.044.2

Planning Decision Notices (as at 7th May, for information only)

| | | |
|--------------|--|---------|
| 3/26/0228/HH | Templewood High Wych Road: Two storey front porch extension, raising of ridge height and adding 3 dormers to front elevation and fenestration alterations | Awaited |
| 3/26/0247/HH | 1 Stepped Gable Mews, High Wych Lane: Replacement windows and doors | Awaited |

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|----------------------|--|---------|
| 3/25/1578/FUL | Little Toad Hall, 3 Trimms Green: Demolish sheds; site a mobile holiday home and new boundary fence | Awaited |
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