

Clerk: Kate Rixson
Address: Great Easton Village Hall,
Great Easton, Dunmow, CM6 2HF
Telephone: 01371 404220
Email:
parish.clerk@greateastonparishcouncil.co.uk
Web: www.greateastonparishcouncil.co.uk

MINUTES

Minutes of the Great Easton and Tilty Parish Council meeting held at 7.00pm on Thursday 25 September 2025 in the Great Easton Village Hall.

Present:

Councillors

Cllr T Martens (Chairman), Cllr J Stevens (Vice-chair), Cllr J Heath, Cllr C Hurst and Cllr P Neale.

Clerk: Kate Rixson

8 members of the public attended. District Councillors Richard Haynes and Martin Foley were unable to attend and had sent apologies.

	The Chairman opened the meeting at 7.00 pm
09.25.01	Apologies for absence Cllr Benterman was unable to attend due to a prior family commitment and Cllrs England and Hahn were detained by work demands. The reasons for absence were accepted by resolution.
09.25.02	Declarations of Interest None.
09.25.03	Minutes of the previous Parish Council meeting The minutes of the Parish Council meeting on 31 July 2025 were approved as an accurate record and duly signed by the chairman.
09.25.04	Consideration of Planning Applications – Item 14 on the agenda The chair proposed changing the order of business to move part of Item 14 on the Agenda to be dealt with at this point as members of the public wished to ask questions and make representations. Matters considered: UTT/25/2339/CLE (Marshes Farm Unit 1, Cherry Street) – application for a Certificate of Lawful Use (existing use) Residents asked the council to raise two issues with the planning authority. Firstly, that the applicant had not provided evidence which he referred to in the application, i.e. a statutory declaration which was said to prove use of the unit for commercial storage etc. (the B8 class applied for) for ten years; and secondly that the use applied for was too broad. Planning guidance said that a CLE could only be granted for the actual use of the land, which should be specific. An application for all the uses covered by category B8 was too broad. After discussion it was agreed that the council would comment on the application in those terms. UTT/25/2348/FUL (Land at Radleys End, Duton Hill) – application to build one detached dwelling Neighbouring residents had sent in objections to the new access and to the overdevelopment of the land which already had planning permission for two houses. There would be loss of residential amenity from increased traffic and risk to road users. Residents asked the council to support their objections. The council noted that the land was defined as “open countryside” in the emerging Local Plan from UDC where there should be no development, including infill. After discussion it was agreed that the council would lodge comments accordingly. Action: Clerk

09.25.05	District and County Councillors' reports District and County councillors were unable to attend but had sent reports which had been circulated to councillors.
09.25.06	Reports from Chair and councillors Cllr Martens had walked the footpath from Great Easton to Duton Hill (starting at the school) and reported that paths could be made out, given that harvesting had not started at that time. He would speak to the landowner once harvest was complete. Cllr Neale reported that the landowner where the beacon was currently sited in Great Easton had offered to move and re-site it when the council had chosen a position for it, at his own expense. In the meantime he could allow it to remain in situ but he needed to put up cattle-proof fencing soon. It was agreed to move item 10 on the agenda (deciding a new position for the beacon) to this point in the meeting. After discussion it was decided that the beacon should be moved to Great Easton park and that the Parks Working Group would decide its exact placement. It was acknowledged that even with the current position it was no longer possible to see a line of beacons, due to tree growth and changes since the millenium when the beacons had been put in place. Action: Cllr Hurst to fix meeting date for Parks WG. Cllr Martens reported that there had been no progress with setting up a meeting with the Archdeacon concerning access to the land next to Tilty church. He asked Cllr Stevens to canvass views on how to progress this. Action: Cllr Stevens
09.25.07	Clerk's report on items not listed separately on the agenda, and correspondence This had been circulated and made available before and at the meeting. There were no questions.
09.25.08	Neighbourhood Plan – report and decisions The Chair, Gary Hutchings, reported as follows: • The residents' survey has been hand-delivered to every address in the parishes - a total of 430 copies for the population of about 1,000 - and set up for completion online as well as in hard copy. The online version had not worked exactly as planned but there had been 40-45 online responses. The deadline for people to return the survey – online or to any of the pubs or the churches, was 14 October and the group was publicising this widely, including at the Tilty Flower Festival in October. The group's target was to receive at least 200 responses. Every person in a household was encouraged to complete their own response, rather than one response per household. • A housing needs survey will be carried out with the assistance of experts at the Rural Community Council of Essex. It would be delivered in January and was very important. The questions would relate to housing requirements for residents. • The steering group would be meeting on 30 September to decide on its next tasks. A Design Code was being considered. • Funding: This was an important issue as all government funding had been withdrawn and support from the district council would now be in kind rather than cash (except for the balance of the £5,000 grant previously confirmed). Nicky Joshua's support, paid for by Uttlesford, would still be available to the group in 2026. The steering group would make all possible use of help available from Uttlesford, to reduce the financial outlay. The group asked the parish council to confirm that it would cover the costs of the work, concluding with a referendum for a "made" (adopted/approved) Neighbourhood Plan. The Chair of the group could provide Cllr Stevens with an outline of costs, in time for the parish council's budgeting process in November 2025 and precept-setting in January. The council confirmed that at the last meeting it had agreed to include the NP costs in its budget with the proviso that funding might need to be spread over two financial years. Action: Cllr Stevens, Clerk, Chair of Neighbourhood Plan Steering Group.
09.25.09	Consideration of establishing a Speedwatch Group or other measures to control speeding The clerk had not received any further contact and it was agreed that the chairman would contact the resident who had raised the issue of speeding. Action: Cllr Martens
09.25.10	To decide new location for the Great Easton beacon See item 09.25.06 above. The beacon would be moved to the Great Easton park. Action: see 09.25.06

09.25.11	Parks Working Group The group would meet as soon as possible. Action: see 09.25.06																								
09.25.12	Parish Council Financial Reports Councillors noted receipts of £33,187.41 and payments of £40,274.22 up to 31 August 2025, and it was noted that the second half of the precept, amounting to £25,500, had been received in September. Councillors noted that the balance in the cash book matched the bank account balance of £37,149.78 on 31 August 2025. It was noted that this included £5,300 earmarked reserves for the Burns Playing Field biodiversity project, £1,000 having been spent on the survey.																								
09.25.13	Financial Decisions The following decisions were approved: - To transfer the whole of the second precept payment, i.e. £25,500, to the instant-access deposit account with Unity Trust Bank. Action: Clerk - Payments ratified or approved: - payment of the invoice for £600 for work by Astley Digital in setting up the online residents’ survey for the Neighbourhood Plan steering group. - payment to Cllr Hahn to reimburse his expenditure on invoices for Microsoft email and web hosting for six months to September 2025, amounting to £189.70 - The quote of £830.40 from EcoTrees for a tree health and safety report was accepted. This would update the earlier report from the same consultant. Action: Clerk - The cost of repairing the large parish council noticeboard in Great Easton, amounting to £125, was approved. Action: Clerk - It was agreed that the smaller parish council noticeboard in Great Easton should be disposed of and replaced as it was beyond repair. The clerk was asked to obtain a quote for making this from the repairer of the larger board and from another local craftsman. Expenditure limited to £300 was approved for this. - It was also agreed that a parish council noticeboard should be placed in Duton Hill, at a site recommended by Duton Hill ward members. It was noted that the old board in the bus shelter was unusable and should be removed. Action: Clerk - Disposal of a wooden bench in Great Easton park, which was thought to be one of two made from an inverted U shape, was considered. The parks working group was asked to report.																								
09.25.14	Planning applications, decisions and progress on planning matters – including any applications or other matters notified after agenda was published. To consider commenting on applications and appeals notified: Planning applications – See 09.25.04 above where the council agreed to comment on UTT/25/2348/FUL and 25/2393/CLE below. <table><tr><th>New applications</th><th>Address</th><th>Application</th><th>Deadline for comments</th></tr><tr><td>25/2157/FUL</td><td>Tudor Cottage, Mill End Green Rd</td><td>Convert garage to house</td><td>12 Sept 25</td></tr><tr><td>25/2223/FUL</td><td>Chapters Barn, Wolseys Chase, Duton Hill</td><td>Convert barn used for holiday lets to single dwelling</td><td>18 Sept 25</td></tr><tr><td>25/2348/FUL</td><td>Land at Radleys End, Duton Hill</td><td>1 detached dwelling</td><td>1 Oct 25</td></tr><tr><td>25/2393/CLE</td><td>Marshes Farm unit 1, Cherry St</td><td>Cert of lawful development for Class B8 storage and distribution, on grounds of more than 10 years of this use</td><td>6 Oct 25</td></tr><tr><td>25/2336/OP</td><td>Land south of Gallows Gn Rd</td><td>Outline with all matters reserved except access, for 5 dwellings</td><td>7 Oct 25</td></tr></table> The council considered the above applications and agreed to raise several concerns relating to UTT/25/2336/OP which proposed development of farmland between Blamsters Villas and Oaklands. It was noted that this was	New applications	Address	Application	Deadline for comments	25/2157/FUL	Tudor Cottage, Mill End Green Rd	Convert garage to house	12 Sept 25	25/2223/FUL	Chapters Barn, Wolseys Chase, Duton Hill	Convert barn used for holiday lets to single dwelling	18 Sept 25	25/2348/FUL	Land at Radleys End, Duton Hill	1 detached dwelling	1 Oct 25	25/2393/CLE	Marshes Farm unit 1, Cherry St	Cert of lawful development for Class B8 storage and distribution, on grounds of more than 10 years of this use	6 Oct 25	25/2336/OP	Land south of Gallows Gn Rd	Outline with all matters reserved except access, for 5 dwellings	7 Oct 25
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	contrary to the policies in the emerging Local Plan, which categorised this site as “open countryside” which should not be developed and where infill should not be permitted. Action: Clerk Decisions made by the local planning authority since last meeting: <table><tr><th>Planning Decisions</th><th>Address</th><th>Application</th><th>Current position</th></tr><tr><td>25/0569/HHF</td><td>Blamsters Hall, Duton Hill</td><td>Self-build house</td><td>Approved</td></tr><tr><td>25/0917/FUL</td><td>Tudor Cottage, Mill End Green Rd</td><td>Convert garage to dwelling</td><td>Refused</td></tr><tr><td>25/1283/FUL</td><td>Land at Radleys End, Duton Hill</td><td>Build 2 dwellings</td><td>Withdrawn</td></tr><tr><td>25/1536/HHF</td><td>Wheatlands, The Endway, Gt Easton</td><td>Extending a previously-approved garage and store</td><td>Refused</td></tr></table> It was noted that the decision to refuse a replacement dwelling at Woodlands in Tilty (UTT/25/1086/FUL) had been appealed with a Start Letter issued on 23 September 2025. The appeal would proceed under the written representations procedure (although the Planning Inspectorate could later decide to hold a hearing). Any additional comments could be sent to the Inspectorate by 28 October 2025 but all previous comments were being sent to the Inspectorate by Uttlesford District Council in any event.	Planning Decisions	Address	Application	Current position	25/0569/HHF	Blamsters Hall, Duton Hill	Self-build house	Approved	25/0917/FUL	Tudor Cottage, Mill End Green Rd	Convert garage to dwelling	Refused	25/1283/FUL	Land at Radleys End, Duton Hill	Build 2 dwellings	Withdrawn	25/1536/HHF	Wheatlands, The Endway, Gt Easton	Extending a previously-approved garage and store	Refused
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09.25.15	Representatives reported as follows on items not shown separately on the agenda: • Open spaces including playing fields/play areas and trees – see above. It was noted that work on the trees on Burns had had to be paused as a bat roost box and birdbox had been attached (without permission from the council) to a tree which was in the process of being felled. Work was needed on other trees on the playing field and quotes were being obtained, but the tree inspection needed updating first. • Footpaths, road safety and highways – see above regarding the field path from Great Easton to Duton Hill. • River interests ○ The chairman had investigated the concerns regarding flood risks from fallen trees and overgrown banks. It had been established that the stretch of the river adjoining the Brocks Mead land was clear, following the work done two years ago. The council had no powers to remove the fallen trees as this would necessitate going onto private land and was the responsibility of the landowner. In the past, the council had offered to clear trees from the river for a landowner, but he had refused permission. ○ A member of the public suggested that airport employees often carried out voluntary work and might be able to help with clearing overgrown banks on council land. He would contact the Parks Working Group to discuss this. • Airport – the recent planning application had not yet been considered by the District Council planning Committee. • Community activities and events ○ The Duton Hill Community Association held its AGM last week and appointed a new committee. ○ Great Easton Community Association was planning a quiz on 29 September, a Magic Night at the end of October, a cheese and wine evening on 29 November, wreathmaking in early December and Christmas parties for children and senior citizens. • Easton AFC – the club has a new chairman who has kindly started to provide regular reports which the clerk will be forwarding. • IT, website, social media, and communications – nothing to report.																				
09.25.16	Items for inclusion on next meeting’s agenda or in the Five Parishes Magazine See above for future agenda items. The budget working group of councillors would be meeting in November to consider next year’s budget, so that this could be decided at the November council meeting.																				
09.25.17	The date and time of the next meeting Thursday 27 November 2025 at 7pm. The venue would be decided shortly.																				
	There being no further business the meeting closed at 8.40 pm.																				