



# MATCHING PARISH COUNCIL



Clerk to the Council: Ernie Fenwick 19 Half Acres  
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## MINUTES OF PARISH COUNCIL MEETING

HELD AT 7.30 PM ON TUESDAY 6<sup>th</sup> JANUARY 2026

### AT THE FOX PH MATCHING TYE

#### **Present**

Cllr Paul Moulds (PM), (Chairman) Cllrs. Roland Brockman (RSB), Karen McIvor (KM), Richard Morgan (RM), Adam Riches (AR), Eugene Simpson (ES), In attendance: Clerk to the Council Ernie Fenwick, and 4 member of the public

#### **3418. CHAIRMAN'S WELCOME & PUBLIC PARTICIPATION**

Chairman opened with welcoming two new councillors Karen McIvor and Adam Riches to the council following their election in December. Questions submitted in writing will be addressed by the Council during the first 15 minutes of the Meeting.

- Question raised regarding the access road to the cricket pavilion. PM responded with the details that the access road was purely for disabled access and only for the Thursday club.

#### **3419. APOLOGIES AND REASONS FOR ABSENCE**

Cllr John Binder (JEB), ECC and EFDC Cllr C Whitbread, EFDC Cllr Ray Balcombe (RB). EFDC Executive Council meetings.

#### **3420. TO APPROVE MINUTES OF LAST MEETING**

Minutes of the Parish Council Meetings held on 2<sup>nd</sup> December approved and signed.

#### **3421. DECLARATIONS OF INTERESTS.**

RM is a district councillor

#### **3422. REPORTS TO AND FROM COUNTY AND DISTRICT COUNCILLORS**

No report

#### **3423. CLERKS REPORT**

- On matters from the last meeting.
- Any business requiring a decision is listed on the agenda.
- The Clerk advised the council that he had had problems since the 12<sup>th</sup> December regarding emails he had sent to councillors not being shown in his sent folder. He had been in contact with Microsoft support and had spent 8 hours on support chats on 1<sup>st</sup> January which had escalated through level 2 and level 3 to Senior software engineer level. Further support had been provided on Monday 5<sup>th</sup> without resolution to the problem and a further call from Microsoft was expected on Wednesday.

#### Correspondence

i.	EALC Ebulletin
ii.	EALC Training bulletin
iii.	Data Protection Essentials (GDPR) – Quality Online Training for just £17 +VAT/Delegate
iv.	EFDC Win a £3,000 Christmas cash bonus
v.	EALC News on Greater Essex LGR Proposals 3rd December 2025
vi.	Website preview
vii.	Matching Parish Council "The Chequers 'Christmas light switch on"

Chairman \_\_\_\_\_ Date \_\_\_\_\_



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viii.	EFDC New control tower complete
ix.	Greater Essex Mayoral election delayed
x.	EFDC Food and garden waste collections are changing
xi.	Boxing Day Hunt meet: PM Reported that the Boxing Day Hunt was again mired in chaos, and this was worse than ever. The problem appears to be caused by the followers, many of which are from some distance away. Some followers drove onto the village green and performed donuts on a saturated green. Many residents have been prevented from leaving their own homes by uncontrolled parking. Parking was nearly down to Matching Church on the roads.
xii.	EALC Announcement- EALC Annual Elections 2025
xiii.	Training E-Bulletin: 2026–2027 Calendar — Now Available!
xiv.	EFDC Chigwell fly-tippers fined.
xv.	EALC News on Greater Essex LGR Proposals 10th December 2025
xvi.	EFDC Providing good value and protecting frontline services
xvii.	EFDC New Epping Leisure Centre opening confirmed
xviii.	EFDC Taxbase 2026-2027
xix.	EALC Upcoming Training Courses for January & February 2026
xx.	EFDC New shared ownership houses for sale
xxi.	Reminder: Essex Love Your Bus funding applications
xxii.	Council services over the festive period
xxiii.	Disinformation Workshops - For Parents and Older Adults.
xxiv.	EFDC Have your say on our rent review
xxv.	Government proposes cancelling elections. Clerk to write to EFDC supporting their stance on local elections.
xxvi.	Asylum accommodation proposals withdrawn
xxvii.	Last chance to comment on LGR plans for Greater Essex
xxviii.	Important Update – Assertion 10 Digital Compliance & Website Accessibility Requirements : from Narkedesign
xxix.	Planning Ref. EPF/1755/25 – Incorrect Jurisdiction Postcode and EIA Concerns
xxx.	Food and Garden Waste collections online briefing.
xxxi.	NALC Chair - open letter to parish and town councils.

### 3424. IT REORGANISATION

- To change website supplier from Narkedesign.co.uk to HugoFox.com
- To change email address and domain name to [matching.gov.uk](mailto:clerk@matchingparishcouncil.gov.uk) and [matching-pc.gov.uk](mailto:clerk@matchingparishcouncil.org.uk) respectively
- The Clerk reported on the Assertion 10 changes to the AGAR audit procedure which requires a complete overhaul of the website and email system. The following advice has been received from both EALC and internet service providers

#### **What Assertion 10 Requires (from 2025/26 AGAR onwards):**

The council MUST have email addresses on a **council-owned domain**. This means:

✓ ACCEPTABLE: [clerk@matchingparishcouncil.gov.uk](mailto:clerk@matchingparishcouncil.gov.uk) or [clerk@matchingparishcouncil.org.uk](mailto:clerk@matchingparishcouncil.org.uk)

X NOT ACCEPTABLE: [matchingclerk@gmail.com](mailto:matchingclerk@gmail.com) or [matchingpc@outlook.com](mailto:matchingpc@outlook.com)

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Each councillor should also use an email address on the council domain such as [cllrname@matchingparishcouncil.gov.uk](mailto:cllrname@matchingparishcouncil.gov.uk)

In summary

1. Assertion 10 requires council-owned email addresses (not personal/free services)
2. Each councillor needs their own council email for council business
3. The council has until 2025/26 AGAR to be fully compliant.

The Clerk presented an analysis of the costs for the current supplier Narkedesign and an alternative supplier Hugofox. The costs were very similar but the Clerk advised that the ease of use of the website system provided by Hugofox was much easier to maintain and would probably save £70-£80 in clerks costs and recommended a change to Hugofox. PM put the recommendation forward to the council and it was approved unanimously.

- To consider 6 months subscription to Gpeto for AI Planning App at £25 per month
- The Clerk then recommended that the council try the AI planning application which provides insight into all planning applications in the parish providing detailed reports on supporting and objecting to applications. He had previously provided sample reports to councillors for their consideration. The cost is £25 per month and the Clerk suggested a trial period of 6 months. PM put this recommendation to the council. Approved unanimously

### 3424. CHAIRMAN'S REPORT

No Report

### 3425. MATCHING GREEN AND MATCHING TYE

To consider issues for Matching Green

- To consider the installation of a disabled access road to the pavilion. Clerk to try to speak to planning department regarding approval.
- Robert Blumson is going to pick up the Matching Green millennium sign and assess whether or not he can repair it.
- Reports of children trying to skate on the pond and also a man was seen trying to drill through the ice.

To consider issues for Matching Tye

- Bench has arrived ion kit form and awaiting assembly.

To consider issues to Housham Tye and other hamlets

- No problems

### 3426. JUBILEE FIELD

- Climbing frame rope has been ordered.
- Football goal posts will be painted when the weather improves

### 3427. HIGHWAYS

Raised Iron works on roads from Matching Green to Harlow.  
1 outside Robins Acre, High Laver Road CM5 0DX.

### 3428. FINANCIAL REPORT

Invoice submitted to ECC for Grass cutting in the sum of £3847.96  
To consider the Budget Proposal and set the Precept in the sum of £19826  
To receive financial reports

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- To consider request for financial support for 200<sup>th</sup> Farmers Market. After discussion it was agreed to make a payment of £200 towards the 200<sup>th</sup> Farmers Market
- The bank balance will be £10302.59
- Payments to be approved

Skilled Tech Ltd	Office 365	13.06
J Kenney Services	Grass Cutting	10220.22
Clerk	Salary and expense (December)	663.44
HMRC	PAYE (Period 10)	291.80
Village Hall	Farmers Market Grant	200.00

Authorised by PM and JEB or RSB

### 3429. PLANNING MATTERS

Decisions by EFDC Planning Dept.

1. 5A, Laurel Cottage, Rainbow Road, Matching Tye, Harlow, CM17 0QP; EPF/2351/25; to come out 5 metres from the back of my detached property across the width of my property keeping in the original shape of the house. the extension will contain a new kitchen dining area. **Prior approval Part 1 Class A.1(ea): Larger home extension**
2. Threshers Equestrian, Threshers Bush, Matching, Harlow, CM17 0NP; Variation of Condition 2 Plan numbers of EPF/2383/24 (Demolition of livery stables and associated structures, removal of menage, carpark and construction of a detached dwelling (self-build)). **APPROVED**
3. Hadley Wood, Downhall Road, Matching Green, Harlow, CM17 0RD; Approval of Details Reserved by Conditions 3 Levels, 4 Broadband, 7 Foul and Surface Water, 8 Water Efficiency Standard, and 11 Contaminated Land of EPF/0859/23 (Demolition of existing dwelling and outbuilding. Construction of a new detached dwelling). **Split (Details Partially Approved)**
4. 6 Stonehall Grove, Downhall Road, Matching Green, Harlow, CM17 0RA; Proposed single storey side extension. **APPROVED**

Applications

1. 5A, Laurel Cottage, Rainbow Road, Matching Tye, Harlow, CM17 0QP; EPF/2351/25; to come out 5 metres from the back of my detached property across the width of my property keeping in the original shape of the house. the extension will contain a new kitchen dining area. **SUPPORTED**

### 3430. REPORTS BY MEMBERS ON MEETINGS ATTENDED NONE

### 3431. MATTERS TO BE RAISED BY MEMBERS FOR THE NEXT AGENDA Pavilion Disabled access road.

### 3432. DATES OF NEXT MEETINGS

Tuesday 3rd February

Tuesday 3rd March

Meeting closed at 8.43 pm

Chairman \_\_\_\_\_ Date \_\_\_\_\_