

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council

held on Thursday 14 November 2019 at 7.30pm in the Village Hall

Present: Parish Councillors Rick Albrow, Keith Nuttall, Sara Porter and Parish Clerk Sara Beckett. Two members of the public were present. Cllr Trevor Smith arrived at 8:20pm

1. The Chairman welcomed all to the meeting, read the fire safety notice and informed all that the meeting may be filmed or recorded.
2. **Apologies for absence were received and accepted from** Parish Councillor Smith. County Councillor Walsh sent his apologies and the report that he had sent earlier in the month was noted. District Councillor De Vries was absent
3. **Declaration of Members' Interests and requests for dispensation.** None received. Councillors were reminded of the need to keep up to date their Register of Members' Interests.
4. The minutes of the last meeting held on **Thursday 17 October 2019** were received. An amendment was proposed at Item 18 to change "a quote of £3795 exc. VAT" to "an estimate of £3795 exc. VAT" The amendment was accepted and the minutes were approved **RESOLVED 19/11/04**
5. **Public participation**~ A member of the public wanted to bring the condition of Bartlow Road to the attention of the Parish Council and the wish that it should be brought to the attention of the District Council .Trenches have been created by traffic using this road as a diversion route due to road works at Linton, rather than using the official diversion route via Haverhill. The Bartlow Road does not have weight restrictions and severe damage has been caused which should be reported to the relevant authority. Councillors felt it would be appropriate that photographs should be taken as evidence to highlight the problem and to liaise with Essex (Cllr Walsh) & Cambridgeshire (Cllr Batchelor) County Councils when the roadworks are completed. **ACTION** Councillors to take photos and Clerk to action on receipt.
It was requested that the table on the Recreation Ground could be placed to make mowing more accessible. Councillors advised that all aspects of 'furniture' will be reviewed.
The pathway on Bilberry End has a manhole cover which is degrading and needs attention. The curbing and light have still not been attended to. Resident will forward photographs **ACTION** (Clerk to action to UDC*)
6. **District Councillor report** ~ N/A
7. **County Councillor report** ~ Councillors noted the report from Councillor Walsh which had been emailed to Councillors o6 November 2019
8. **Action points and matters arising from previous meetings:** Updates for information only.
 - a. Report from Clerk ~ Locality funding form from Cllr De Vries has been received, completed and returned ~ this is £500 to go towards the works on the Recreation Ground.
Kings Head ~correspondence received from Friends of the Kings Head.

Dog bag bin has been installed. 800 bags were ordered which should be sufficient for the time being ~ to review.

Uttlesford Association of Local Councils had been emailed requesting detail to consider for membership but no response ~ to review if /when a response if forth coming.

- b. Report for Councillors~ all matters are included in the Agenda.
- c. Opportunity for Councillors to update with information ~ Thanks were extended to Cllr Smith who had kindly done an excellent job of installing the dog bag bin.

9. To consider Planning Applications

UTT/19/2671/HHF | Link extension between main residence and garage including replacement of garage door and changes of internal layout to garage. Little Spinney Moules Lane Hadstock CB21 4PD. The Parish Council considered this application, it was however noted that whilst the application indicated that it was for a change to the internal layout of the garage, it was realistically a change of use from a garage to [a] partly habitation and [b] partly storage. It was also noted that the application form indicated that the resulting change of layout, did not affect any parking, when in actual fact there is a loss of garage space. The Parish Council is aware that there is adequate parking within the property and will not mean the need for off road parking and therefore resolved there were no objections to the planning application. (Submitted to UDC Planning Portal *)

10. Decision made by UDC on planning application/s none

11. It was agreed and RESOLVED 19/11/11 that the Venue for the next meeting of the Parish Council on 12 December 2019 due to the General Election would be held at Nextnorth Ltd, The Granary, Yews Farm Hadstock Cambridge CB21 4NU. The Parish Council are very grateful for the offer to use this as a venue. **ACTION** Clerk to advertise accordingly. (web site, Hadstock email*) Cllr Albrow to arrange for piece in Village Magazine

12. Kings Head update The Parish Council had received a draft letter from the Friends of the Kings Head which they intend to send to Uttlesford District Council. At the last meeting of the Parish Council a request was made for the Parish Council to support in some way the views of the Friends of the Kings Head. No further update on the possible mural being painted on the hoardings, which would need planning permission. **ACTION** Clerk to enquire

13. Lens Path update Signage at Linton end of Len's Path (Cambridge County Council responsibility) has been damaged during Highways works. Photographs have been taken and Cllr Batchelor contacted who has advised that Cambs Highways dept." will do something towards repairing the sign once they have left the Hadstock Road area, in case there is further damage whilst they are still operating". HPC await the outcome. The Clerk has a quote for the replacement of signage. No further update from Cllr De Vries on whether the fencing work required along Len's Path can be carried out by the Rangers. Cllr Albrow reported that there is quite extensive work required to the posts and fencing including the replacement of a gate post. **ACTION** Cllr Nuttall will seek an estimate for work from company who have given similar re fencing on Recreation Ground. Grass to be cut early spring.

Cllr Smith arrived and joined the meeting

Highways report~ no speed watch in recent weeks due to weather and roadworks. The work on the footpath by the Zoo has been completed and an email recognising Cllr Batchelor's assistance in expediting this will be sent **ACTION** Clerk to email *

14. Public Rights of Way update~ no update

15. Recreation Ground Report ~

[a] Recreation ground report ~ Dog bag bin has been installed. Bird spikes on swing have been attached.

[b] Play equipment report ~ reported as in order and usable

16. Parish Land Project (Design and management of all land owned by the Parish Council in addition to the Recreation Ground) ~ ACTION

Cllr Nuttall, Cllr Porter and Cllr Smith will arrange for measuring of proposed fencing area. Cllr Nuttall to provide plan so areas of play equipment, fencing and planting can be plotted. Cllr Albrow has not had a response from Plant Life. There are a number of people in the village who can assist. **ACTION** Cllr Albrow will arrange a walk around the Recreation Ground with interested people

17. Parish Land report.~ nothing further to report

18. Village Hall Report.

Outside lighting has been installed and is a great improvement. A thermostat has been installed to operate the heating and a system which will allow the heating to be operated remotely. There are still some problems to be solved. The Village Hall Committee thanked The Fete Committee and associated people with a drink's reception recently.

19. Co-option of an ordinary vacancy ~ nothing further to report.

20. Web site for the Parish Council ~ Cllr Nuttall gave an general update and the costs for the new web site being £840.00 + VAT were discussed, which would include:

Register one .org.uk domain (hadstock.org.uk is available)

Design and code a website in accordance with your instructions

Register the website with major search engines and free online directories

Set up a system for uploading agendas and minutes of parish council meetings

Set up separate areas for the Church and Village Hall

Incorporate a publicly visible booking calendar for the Village Hall

Provide access to a comprehensive website statistics package (hit counter, keyword analysis etc.)

Provide onsite training for website administrators to instruct them in basic website maintenance such as updating the minutes

Host the website for the first year on a server protected with an SSL certificate maintenance

The price quoted above includes the cost of domain registration and hosting for the first year.

Thereafter the annual cost of domain registration and SSL hosting will be £200 plus VAT per annum which includes up to three hours of support/maintenance.

Proposed Parish Council funds a training evening for all interested administrators (as included in £840.00 + VAT)

Proposed Parish Council pays invoice which include VAT from Nextnorth and other interested parties will be invoiced by Parish Council once apportionment has been confirmed.

The Home page will incorporate Village information and the magazine, with separate 'tabs' for other interested parties (PCC and Hadstock Society)

Apportionment of costs to be resolved at the December meeting. The Village Hall will be responsible for the apportionment associated with the booking system. It was noted that the Parish Council and Village Hall will be incur the larger proportion of cost and a nominal amount would be paid by the PCC and Hadstock Society

ACTION Cllr Nuttall to confirm with Nextnorth that the domain name has been registered under the Parish Council to secure ownership for the future.

ACTION Cllr Nuttall to confirm with Nextnorth the next stages bearing in mind that the Parish Council has a legal duty to have a web site and is time sensitive (March 2020) and to ask Nextnorth for a project plan with dates for all to work to.

RESOLVED 19/11/20 to accept the quote of £840.00 + VAT from Nextnorth **ACTION** Cllr Nuttall to inform

21. Remembrance Day Service ~ Cllr Albrow reported that the service was well attended and he had laid a wreath at the War Memorial on behalf of the Village.

22. FINANCE REPORT

[a] Finance Report **ACTION** Clerk to forward to all. Of the £23000.00 (approx.) currently held in the Bank there is £10000.00 (approx.) that could be allocated to the Recreation Ground. (Budget setting to confirm)

Barclays Bank to be notified of change of address for correspondence.

The Chairman signed Bank reconciliation.

INCOME RECEIVED was noted

September	Precept from UDC	5014.00
October	PCC Contribution to grass cutting	360.00

[b] It was **RESOLVED 19/11/22b** to pay £10.00 for the subscription to the Hundred Parishes Society

[c] Membership to Uttlesford Association of Local Councils ~ pending

[d] Receipt of payment from PCC for grass cutting contribution was noted

[e] to agree and approve payments below **RESOLVED 19/11/22e** including

[f] to agree and approve invoice received after Agenda issued ~ Dog Bag bin **RESOLVED 19/11/22f**.

CHEQUE NO.	INVOICE NO.	PAYEE	DESCRIPTION	COST	V.A.T	TOTAL
101239		Ms S A Beckett	November 2019 Salary	270.87		270.87
101240	419	Hadstock Village Hall April to November		140.00		140.00
101241	20464	JRB Enterprise	Dog bag bin and 800 bags	108.65	21.73	130.38
101242		Hundred Parishes Society	Subscription	10.00		10.00
				TOTAL		551.25

23. Correspondence had been received after issue of summons and agenda from Charles Worthington with reference a proposed planning application for Yew Tree Farm Barns. Once a planning application has been received Councillors will carefully consider bearing in mind there might be substantial changes from the original approved application.

24. Items to be considered for next Agenda: None noted

Date of next Parish Council Meeting: 12 December 2019 at 7.30pm to be held at Nextnorth Ltd. The Granary Yews Farm Hadstock Cambridge CB21 4NU.

*Denotes action completed by Clerk following this meeting.

..... **Chairman.**
Signed as a true record and RESOLVED to approve 12 December 2019