

## HADSTOCK PARISH COUNCIL



### **Minutes of Hadstock Parish Council held on Thursday 20 June 2019 at 7.30pm in the Village Hall**

**Present:** Parish Councillors Rick Albrow, Keith Nuttall, Sara Porter (arrived at 8:00pm) Parish Clerk Sara Beckett and District Cllr J De Vries.

The Clerk had been informed of Cllr Porters possible late arrival so as this was District Councillor De Vries's first attendance at Hadstock Parish Council the opportunity was taken to make introductions and have an informal discussion about the Village and the concerns that Cllr De Vries may be able to assist with.

Items discussed

The Fete,

The Kings Head ~ business rates payable on empty property, change of use, arrange to have a discussion with Nigel Brown.

Highways reducing speed through Village and speed watch ~ Cllr Nuttall will invite Cllr De Vries to a speed watch session. To continue to seek resolution

Cllr Porter arrived at 8.05pm and the meeting was opened at 8.15pm

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 County Councillor Walsh, Cllr Smith. Cllr Porter had informed Clerk of late arrival.
3. **Declaration of Members' Interests and requests for dispensation..** Councillors were reminded of the need to keep up to date their Register of Members' Interests. The Clerk had received all but one of the Councillors Register of Interests (ROI) which will be forwarded to Uttlesford District Council. Cllr Albrow declared a disclosable pecuniary interest in Item 10  
**UTT/19/1174/TCA**
4. The minutes of the last meeting held on Thursday **16 May 2019** were received. The Clerk pointed out that S137 payment will need to be accounted for separately. The minutes were approved and duly signed by the Chair. **RESOLVED 19/06/05**
5. **Public participation** ~ No members of the public were in attendance.
6. **District Councillor De Vries** reported that he had met with PCSO Simon Horne and had a demonstration of a Tru Cam (speed camera) and has asked that Hadstock been assessed for its use. If its use within the Village is suitable this will be actioned to take this forward. **ACTION** Cllr Nuttall has had contact with PCSO Horne and will chase this (to cc Councillor De Vries)

7. **The report from County Councillor Walsh was received and noted** ~ Cllr Walsh sent his apologies and a recent report which was circulated to all. The following were noted.
- [a] footway defects requiring repair ~ **ACTION** Clerk to reply to acknowledge.
  - [b] Essex Green Infrastructure consultation <https://consultations.essex.gov.uk/rci/green-essex-strategy>
  - [c] national consultation on future flood management <https://www.gov.uk/government/consultations/draft-national-flood-and-coastal-erosion>

8. **Action points and matters arising from previous meetings:** Updates for information only.

- a. Clerks Report ~ VAT reclaimed in April has been refunded to Bank Account.  
Kings Head was pursued and an update given from an email eventually received from Planning Enforcement Team Leader just prior to the meeting.

*"I have carried out a visit to the site and can confirm that from a planning enforcement point of view it is not worthy of a Section 215 notice. The site is not at a level which would warrant formal action and given it is a building site this is considered acceptable. I have also spoken with the Council's conservation officer who is in agreement that the building is not at a stage which would need intervention from the Council nor is the land in a state which warrants a Section 215 notice.*

*With regards to the metal sheets over the windows, whilst these are not pretty, they are protecting the listed building from degradation, vandals and if they were not there the Council would likely be requesting that the windows were boarded up. As such there is nothing we are able to do with this. Given the level of concern raised by the Parish Council I have written to the owners to establish what their intention is with the building, however I have not heard back from them but this is the reason the planning enforcement file is still open.*

*I am aware that Nigel Brown has had discussions with the owners in the past regarding this development and is wanting to follow this up, however due to high workloads and conflicting priorities this has not yet been able to be pursued.*

*I am aware that this information is not what you would be wanting to receive, however from a planning enforcement point of view there is nothing more we can do."*

Highways ~ still no response To forward emails to Cllr Vries (hard copy given)

- b. Councillors Report ~ strimming will be carried out in the next week

9. **Planning Application/s:** none at the time of issuing the Agenda and none received to date.

10. **Decisions made by UDC on planning application/s: Decision made by UDC on planning application/s:**

**UTT/19/1174/TCA** Fell no.3 Ash approx. 12-15 years old growing within 1.5m of garage. New Barn Close Bartlow Road Hadstock CB21 4PF **Status: No Objections**

**UTT/19/0611/HHF** Demolition of existing double garage and erection of two bay cart lodge (amendments to previously approved application UTT/18/1572/HHF). Dormer Thatch Bartlow Road Hadstock Cambridge CB21 4PF **Status: Approved** with conditions

11. **To receive update on work carried out by the Rangers** ~ the Clerk reported that work had been carried out by the Rangers prior to the Fete which was very welcome. The path along Linton Road was also tidied. A resident had commented about the cutting of the Linton Road and an

area had not been completed around the corner towards Half Way Cottage. Confusion about who had carried out this work and the Clerk will investigate. **ACTION**

**12. Kings Head** ~ the update is contained within the discussion earlier. **ACTION** Clerk to write a piece for the magazine to update residents.

**13. Lens Path** ~ this has been walked recently to check a report of nettles but these has gone at the Hadstock end. Linton end needs clearance of nettles. Path is clear and no need for further action until possibly after harvesting. Cllr De Vries will see if he can assist with posts that might be replaced possibly by Rangers. Posts that need to be replaced should be marked to indicate replacement needed. If the work required on the posts is outside the Rangers remit then the Parish Council will seek to pay a contractor.

**14. Highways report** ~ Cllr Nuttall reported that the scheduled Speed watch the day before was cancelled due to bad weather conditions. The post on the corner of Linton/Walden Road still needs attention **ACTION** Cllr Nuttall will email Highways (cc Cllr De Vries and Clerk) about various matters that are still outstanding or at least require an update. e.g. feasibility study. Council to think about schemes under the Uttlesford Local Highways Panel (LHP) for the next financial year

**15. Public Rights of Way** ~ Cllr Albrow reported that he has cleared around 2 bridge areas that needed attention. To leave the steps as they are. \*Cllr Porter reported that work may be carried out in the future on the lane that runs from the back of the recreation ground past Briar Cottage, to Moules Lane. The County Council has a responsibility for the surface. A tree needs to be removed.

**16. Recreation Ground Report** ~

[a] Recreation ground report \* and

[b] Play equipment report ~ Cllr Smith reported via email that the tread wheel that was to be refitted has been removed and he had refitted the planks. Some additional minor repair to one side of the climbing frame are still to be attended to. Cllr Porter reported that adult gym equipment has again been requested. Fencing children's play area needs to be considered. Clerk reported that we had noted at the last meeting that a long-term plan was going to be actioned. Councillors to investigate for the next meeting and commence a report at the October meeting to plan for 3 to 5 years ahead to include feasibility of:

Adult Gym equipment

New children's equipment.

Fencing

Securing play area

Tree planting

Creating a meadow

Maintenance

**ACTION** Clerk to send an aid memoire. **ACTION** Councillors to visit local play areas for ideas

[c] The missing bench is undergoing repair and will be re fixed in its original position.

**17. Parish Land** ~ nothing to report

**18. Village Hall Report** ~ Cllr Nuttall reported the Village Fete had been a great success. The Sound proofing has still to be installed. The current Chair has resigned and therefore at the next meeting a new Chair will be considered

**19. To discuss the co-option of an ordinary vacancy** ~ a number of names were spoken of Councillors would approach

**20. FINANCE REPORT**

[a] Finance Report ~ the Clerk reported that 2018/19 accounts have been closed and the 2019/20 had commenced. The printed Finance detail was presented to Councillors. Very little expense so far and no unplanned expenditure. As reported last month first payment of precept has been received and VAT refund of £814.00 both these have been reconciled. Item [e] The Clerk had met with the internal auditor and the report returned and contained within the AGAR detail. All very satisfactory. Bank statements were checked. Resolutions were confirmed and a number of invoices reconciled.

Councillor Porter completed forms to be added as a signatory for the Bank Account. **ACTION Clerk to post these to the appropriate address.**

The AGAR form was explained and clarified that the Parish Council needs to confirm that income and expenditure is less than £25000 and the Exemption form should be sent to the External Auditors. **RESOLVED 19/06/20a.** The period of Public Rights 24 June 2019 to 04 August 2019. This will be on the notice board and all details required will be on the web site.

[b] Councillors agreed and approved to complete Annual Return (AGAR) for 2018/19 **RESOLVED 19/06/20b**

[c] Councillors agreed and approved the Annual Governance Statement. This was duly signed by the Chair and Clerk **RESOLVED 19/06/20c**

[d] Councillors agreed and approved the accounting statement this was completed and signed by the Clerk prior to presentation to the Council. An agreed and approved amendment related to Assets (incorrectly stated) duly signed by the Chair and Clerk at the entry point. The Chair signed page 6. **RESOLVED 19/06/20d**

[e] Agree and approve the Internal Auditor will be Mr G Walker for 2019/20 and approved the Internal Audit as presented for 2018/19 **RESOLVED 19/06/20e**

[f] To agree the payments presented at the meeting **RESOLVED 19/06/20f**

CHEQUE NO.	INVOICE NO.	PAYEE	DESCRIPTION	COST	V.A.T	TOTAL
101228		Ms S A Beckett	April 2019 Salary	270.87		270.87
				<b>TOTAL</b>		<b>270.87</b>

## 21. Councillors reviewed

[a] Standing Orders for Hadstock Parish Council as presented by the Clerk amended from previous year were approved. **RESOLVED 19/06/21a.** Standing Orders will need to be formatted but without any fundamental changes from those approved

[b] Financial Regulations for Hadstock Parish Council which were not amended were approved. **RESOLVED 19/06/21b**

## 22. Correspondence none for noting

## 23. Items to be considered for next Agenda: Recreation ground long term plan (October)

**Date of next Parish Council Meeting: 25 July 2019**

**Meeting closed at 9.45pm**

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**Signed as a true record and RESOLVED to approve**

**25 July 2019**