

## HADSTOCK PARISH COUNCIL



### **Minutes of Hadstock Parish Council held on Thursday 25 July 2019 at 7.30pm in the Village Hall**

**Present:** Parish Councillors Rick Albrow, Keith Nuttall, Sara Porter and Parish Clerk Sara Beckett.

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 Cllr Smith.
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.
4. The minutes of the last meeting held on Thursday **20 June 2019** were received and approved  
**RESOLVED 19/07/04**
5. **Public participation** ~ No members of the public were in attendance.
6. No report received from District Councillor De Vries
7. Email report received from County Councillor Walsh on 03 July which was forwarded to all.
8. **Action points and matters arising from previous meetings:** Updates for information only.
  - a. **Clerks Report** ~
    - i. Standing orders ~ Chair will check through for minor errors on hard copy. It was noted that symbols relating to Committees have been changed to be identified more easily.
    - ii. PRoW checking and clearing continues. Directional stickers have been replaced.
    - iii. Len's Path ~ the posts that need replacing will be marked to identify **ACTION RA**
    - iv. Kings Head is on the Agenda
    - v. To summarise speed data to make public (simplified format) ~ **ACTION RA/KN**
    - vi. An additional VAS is not likely to be affective. It was felt that the only realistic solution will be the use of Tru-Cam.
    - vii Cllr Nuttall continues to engage with RL (Highways) over various outstanding matters. Highways are engaging with County Councillor Walsh over the recent road traffic accident (RTA).
    - viii. The area of Parish Land at Back Hill has been attended to by the Rangers. To review annually.
    - iv. The Clerk had sent acknowledgement emails to Cllr Walsh (re links) and Sarah Marshall (re Kings Head)

x. Cllr Walsh had advised that he would use his Police contacts re the cost of repairs that might fall on Hadstock following the RTA a few weeks ago. Councillor Nuttall will continue to engage with Cllr Walsh and Highways over this and other traffic matters. Replacement of posts fencing and footpath signs (Carters Lane) **ACTION KN** will advise of post number to identify on report to highways.

#### **Information for Councillors**

- i. Informed Councillors of FOI request re play areas. **ACTION** Clerk to respond
- ii. The Clerk brought to the attention of signage in the village ~ no action.

#### **b. Councillors Report ~**

- i. Posts on Lens Path need identifying for replacement. **ACTION RA**
- ii. Moules Lane to revert to Highways

9. **Planning Application/s:** none received. Clerk informed spreadsheet is kept of applications received or on UDC website on a weekly basis
10. **Decisions made by UDC on planning application/s:** none received.
11. **To receive update on work carried out by the Rangers ~** The Rangers have carried out strimming at Back Hill. **ACTION** The Clerk will report on Highways portal the issue of strimming on bend of Linton Road.
12. **Kings Head ~** nothing specific to report. All aspects of enforcement through Uttlesford District Council have been sought to no avail. Nigel Brown (UDC Officer) has kept the case open and will endeavour to speak to owner once more.
13. **Lens Path ~** routine maintenance carried out by Cllr Nuttall
14. **Highways report ~** Traffic data to be produced in a simplified form for publication **ACTION RA/KN**
15. **Public Rights of Way ~** Cllr Nuttall and one other have strimmed FP14 & 15. Area from Village Hall beside field and over two bridges needs attention but this is not a PRow but a permissive walk. Cllrs Albrow and Nuttall will attend to.
16. **Recreation Ground Report ~**
  - [a] Recreation ground report ~ Cllr Smith has removed a rotten picnic bench. A lot of litter needed removal following a well attend private BBQ. Clerk reported to UDC and actioned. Councillors discussed the replacement of the bench. Two quotes were reviewed one in excess of £300 and one at £240. The latter was on offer at half price and of good quality. It was **RESOLVED 19/07/16a** for Cllr Porter to purchase this on behalf of Parish Council to reimburse in September. **ACTION** Cllr Porter to contact Councillor with responsibility for Ashdon Playground.
  - [b] Play equipment report ~ all equipment is useable. Councillors discussed the type of 'users' of the equipment and this will be reviewed in the plan. It was noted that common land/parish Land should be included in Masterplan. To prepare a map of what land the Parish Council owns and what is sited on it.
  - [c] The missing bench is still undergoing repair and will be re fixed in its original position.
17. **Parish Land ~** nothing to report other than contained within minutes throughout.
18. **Village Hall Report ~** Cllr Nuttall reported that the sound proofing has been installed and was working well. The new joint Chairs of the Village Hall Committee are Lynn Nuttall and Kirsty Hutchinson. The Clerk had forwarded a letter received from Saffron Walden MP re grants for Village Halls

- 19. To discuss the co-option of an ordinary vacancy** ~ a number of people have been spoken to but no positive news. **ACTION** Cllr Albrow will write a piece for the Magazine and Clerk will prepare a small poster for notice board.
- 20.** An email from UDC had been received ~ Clerk will obtain register of electors as offered by UDC.
- 21.** Parish Council Website: Essex Info will be closing in March 2020. This will need resolving ~ Cllr Nuttall offered to make further enquiries. The Church will be operating their own site. Is it to be a Village website or a Parish Council web site? To discuss further.
- 22. FINANCE REPORT**

[a] Finance Report ~ the Clerk reported that 2019/20 accounts have been reconciled on a new spreadsheet. (Chair signed) The printed Finance detail was presented to Councillors and had been previously sent to all. Still very little expense so far and no unplanned expenditure.

[b] The Clerk reported that a letter had been received from Barclays Bank to confirm that Councillor Porter was now a signatory and previous signatory has been removed and all updated.

[c] PKF Littlejohn LLP, the external auditors, had received AGAR from Hadstock Parish Council and subsequently confirmed that unless they receive any correspondence from local electors during the period for the exercise for public rights that requires them to contact us, we would not hear from them again, until the planning for the 2019/20 review year gets underway.

[d] ICO payment /Direct Debit was discussed ~ no further action

[e] To note the Clerk had used delegated powers to pay £203.20 to HMRC for PAYE April-June 2019 as due date 22 July 2019.

[f] To agree the payments presented at the meeting **RESOLVED 19/07/22f**

CHEQUE NO.	INVOICE NO.	PAYEE	DESCRIPTION	COST	V.A.T	TOTAL
101231		Ms S A Beckett	June 2019 Salary	270.87		
101231		Ms S A Beckett	July 2019 Salary	271.07		541.94
101232		Information Commissioners Office	Data Protection Annual fee	40.00		40.00
				<b>TOTAL</b>		<b>581.94</b>

**23. Correspondence** none for noting

**24. Items to be considered for next Agenda:** Recreation ground long term plan to now include Parish land, Website provision.

**Date of next Parish Council Meeting: 12 September 2019**

**Meeting closed at 8.55pm**

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

**12 September 2019**