

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council held on Thursday 10 December 2020 at 7.30pm via ZOOM

Present: Parish Councillors Rick Albrow, Keith Nuttall, Sara Porter, Trevor Smith, Jude Hannam & Parish Clerk Sara Beckett. One member of the public was present.

1. The Chair welcomed all to the last meeting of 2020, via Zoom and informed all that proceedings were being recorded for the benefit of accurate minutes.
2. No apologies for absence were received from District Councillor De Vries or County Councillor Walsh.
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 Parish Council meeting held on **Tuesday 03 November 2020** were received and approved as an accurate record of the meeting. **RESOLVED 20/12/04** The Chair signed them as a true record.
5. **Public participation** A member of the public spoke of
 - [i] concerns related to recent flooding on Bartlow Road. It was felt that the 'groins' or channels which should take the water away were higher than the road surface and need clearing out. **ACTION** Cllr Nuttall
 - [ii] The hedge at Samantha Cottage was reported to be a concern and now a danger especially with the speed of traffic using the road. **ACTION** Cllr Albrow will action and Clerk to resend letter to Cllr Albrow for residents
 - [iii] The gate post at the entrance of the recreation ground, which the gate swings on, needs replacing. **ACTION** Cllr Nuttall will liaise with contactor who might carry out repair work on the recreation ground or action when fencing is carried outThe Chair, on behalf of the Council and residents, thanked the resident and his colleague for all the work that they have carried out on the Recreation Ground, by regularly cutting and strimming the grass area over the last year.
6. To receive and note the report from the District Councillor ~ nothing received
7. To receive and note the report from the County Councillor ~ the clerk reported on issues raised by Cllr Walsh's emailed report and had forwarded to all. The Chair particularly noted the press release from the County Council related to Covid-19.
8. The Clerk reported the following updates which had been sent to all
 - [a] Uttlesford Rangers have dealt with Linton Road path and it was noted that they had also dealt with the adjacent roadside bank and grass around telephone box and stones on Village green, which was very much appreciated.
 - [b] PRoW ongoing and a plan needed for the future
 - [c] No change re storage at the Village Hall due to Covid-19
 - [d] Hadstock Info were informed of the Agenda and login details for this meeting
 - [e] The Clerk had emailed those residents who have been of great assistance with the proposed tree work
 - [f] Tree survey on recreation ground has been carried out
 - [g] Further funding for the Parish Land Project has been secured through Community Project scheme (match funded)
9. The Clerk gave an update on the Councillors report which had been sent to all~
 - [a] Suffolk County Council have Speed Indicator Devices (SIDS) which also have Automatic Number Plate Recognition (ANPR) so details are collected and offences dealt with automatically & appropriately
 - [b] The barrel on the recreation ground has been removed by a resident

[c] Councillors wished for the Playground inspection to be undertaken once the fencing has been completed

10. There were no Planning Applications to consider

11. Councillors noted the following decisions made by UDC on planning applications UTT/20/2534/DOC | Application to discharge condition 3 (additional drawings) attached to UTT/20/1194/LB | Goldacre Linton Road Hadstock Cambridge CB21 4NU **APPROVED**

UTT/20/2396/LB | Conversion of public house to 1 no. dwelling including the demolition of existing outbuilding, erection of two storey rear extension, detached garage and wall. | Kings Head Linton Road Hadstock Cambridge CB21 4NU **REFUSED** UTT/20/2396/LB | Conversion of public house to 1 no. dwelling including the demolition of existing outbuilding, erection of two storey rear extension, detached garage and wall. | Kings Head Linton Road Hadstock Cambridge CB21 4NU **REFUSED**.

12. Uttlesford District Council Local Plan is currently out to consultation. It is a complicated matter to consider in detail. The Chair would welcome a Councillor who might be interested to lead on this to report to Council in the future.

13. Highways report~ Cllr Nuttall reported that he had made very little progress with the speed monitoring issues of the Village. He had made enquires with Regional Councillors and the Police but had only received a response from the local PCSO who would pass the correspondence to the relevant unit (the Casualty Reduction Department). He was warned that his request for information was unlikely to be treated urgently due to the current climate. To date neither Cllr Nuttall or the Clerk have received a further response. It was extremely disappointing, that in addition, there had been no response from Regional Councillors who had been contacted too. Much the same was reported for the continuation of Speed Watch which has not been in operation since March 2020 and during Covid-19. Essex Fire & Rescue are now the responsible body. It would appear that there are huge administrative problems and basically the whole process would need to be commenced again with even more Health & Safety criteria to be met. We will have to wait for further updates on both issues which is extremely disappointing. The equipment for speed watch is still in the hands of the Parish Council and is regularly checked but will need recalibrating in the future.

Cllr Smith reported that there has been recent severe flooding of Linton Road and at the bridge at Little Walden effectively cutting the village off. This is a long-standing problem at Linton Road, which the Parish Council has tried to resolve over time. Essex Highways do not feel they are responsible and indicated that it was the responsibility of the Parish Council or land owner. The lease for Len's path would indicate that the Parish Council is not responsible, as responsibility ends at the fence, not at the bank, trees or ditch. Legal advice might be an option. **ACTION** Cllr Nuttall was asked to take a view of the lease for Len's Path to try and confirm the Parish Council's liability before deciding what further steps to take. **ACTION** Cllr Smith would take some photographs. It was felt that the risk of volunteering to carry out any attempt to clear the ditch was not a risk that the Parish Council should take. **ACTION** Cllr Albrow would forward a copy of the lease to Cllr Nuttall

14. Recreation Ground Report ~

[a] Recreation ground report~ The recreation ground remains open for use. Sanitiser was being well used.

ACTION Clerk to see if there was an alternative to the wipes which were either drying out or the container allowing water in. **ACTION** Cllr Smith was delegated to obtain suitable chipping or bark to place at the entrance of the recreation ground to aid water dispersal which accumulates there **RESOLVED 20/12/12a**

[b] Play equipment report ~ Cllr Nuttall reported that he was seeking a quote for repairs to be carried out to various pieces of play equipment. All equipment is useable. **ACTION** Clerk to enquire if it was within the Rangers remit to carry out simple repairs.

[c] The tree safety inspection report was discussed but the report seemed to be contradictory, in that some of the trees detailed in the written section, did not match the detail within the table so this will need clarification. Nothing was reported to be urgent but it was felt that quotes should be obtained for the necessary work to be carried out in the near future. Some trees have been numbered which would indicate action required as detailed in the report. **ACTION** One tree in particular needs attention (#7) Cllr Smith will fell. **ACTION** Cllr Albrow will review trees with the report to hand. It was felt that the report was very good. Following a question from the member of the public, the Parish Council stated they would be obliged to carry out the recommendation including those to be felled.

[d] **ACTION** Cllr Smith to report to the Council having reviewed the 2019 Playground inspection report of work that can be readily undertaken by Councillors

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

[a] A general discussion on how to proceed with work required and how to go forward with formally agreeing quotes was held. Cllr Nuttall, Cllr Albrow and resident had met with the preferred contractor. The area for the proposed fencing to enclose the play equipment was re measured. The requirements including positioning of gates and taking into consideration the Playground Inspectors recommendations of design and materials were discussed at the site visit. A revised quote has been received with the work to be carried out in February 2021.

[b] Councillors were presented with the revised quote for fencing on the recreation ground to enclose the play equipment. Councillors voted unanimously to accept the quote of £5372.00 from Greenscroft Fencing

RESOLVED 20/12/15b

[c] Planting of Heritage fruit trees in conjunction with UDC's scheme was discussed. The 8 trees were being provided free of charge with the necessary protection and stakes. The trees are 7 apples and 1 gage. Delivery is expected immanently and may be before Christmas. Volunteers would be needed to assist with the planting ~ Cllr Albrow would therefore advertise through Hadstock Info. The Parish Council await notification of delivery.

[d] Councillors received an update on the proposed wildflower planting from Cllr Albrow ~ this has been delayed until early spring when a scarifier might be available. A mix with a high percentage of yellow rattle was noted

(e) Councillors received an update on funding for the project from the Clerk ~ a further £1000.00 has been awarded from Community Project Grant this is match funded. We now have a total of £5500.00. Councillors were made aware that all funding should be utilised by the end of the financial year. **ACTION** Clerk to keep Councillors informed so that we do not lose the funding obtained. It was noted that nearly all the funding had been achieved.

16.FINANCE REPORT 2020/21

[a] The Clerk presented the Finance report and bank reconciliation for 2020/21 to the end of October 2020. This was noted and the latter signed by the Chair. The Clerk advised Councillors that the cheque of £40.00 to ICO had not been presented as yet. Inquires had been made, this was reported as all in order, just delayed in processing the cheque due to Covid-19. The Council remains registered (*since the meeting the Clerk has received the certificate*)

[b]The Clerk explained the printing and the travel expenses. Councillors agreed and approved the payments listed below* **RESOLVED 20/12/16b**

[c] No further invoices received since Agenda issued.

[d] Clerks Salary~ The Chair explained the proposed increase in salary of the Clerk/RFO in light of the NALC agreement to an increase of approximately 2.7% from 1 April 2020. Pay scale with adjustment from 'old' scale SPC15 is now SPC 05. Councillors agreed the increase of salary as discussed to be back dated to 01 April 2020.

RESOLVED 20/12/16d

[e] Councillors were asked to consider a request from the Clerk to purchase 12th edition of Charles Arnold Baker's Local Council Administration at a cost of £119.00 This was agreed. **RESOLVED 20/12/16e**

[e]The draft budget detail was discussed in preparation for budget agreement and setting of precept for 2021/22 which will be at the January 2021 meeting. Due to the successful funding applications being approved and awarded, there is now no need to take from reserves to fund the trees and fencing provision on the recreation ground. The Parish Council has a healthy bank balance and it was suggested that the Parish Council element for Council Tax should remain the same. The Precept calculator has been received from UDC which allows the Council to make an informed decision of the Precept demand required, to effectively manage the business of the Council in 2021/22. If the Council Tax for residents remained the same the precept demand to UDC could be slightly more than previous years being £10412.00. The budget detail as presented today will likely stay the same, so Councillors will need to consider the budget for the next meeting in order to demand the Precepted amount required.

Cheq #	Payee	Description	Net amount	VAT	Total
101284	Ms S A Beckett	November Salary	270.87		270.87
101285	ClearTax	Payroll April 2020- March 2021	140.00	28.00	168.00
101286	Ms S A Beckett	Printing expenses	32.83	6.56	39.39
101286	Ms S A Beckett	Travel Expenses	23.40		23.4
101287	Mr Richards	Grass cutting/strimming Recreation Ground	1569.00		1569.00

17.Village Welcome Packs ~ Cllr Hannam gave an update on the proposed project which was to provide a welcome pack to new residents of the Village. Following discussion at the last meeting Cllr Hannam had sought quotes for a printed material bag. Many suggestions as to what might be included in the welcome pack (bag) had been received. It was recognised as a very good idea. Councillors thought that paper information should be limited as often this is just thrown away and much information can be directed through the web site and social media. It was decided that the bag should be the welcome present and additional material should not be bought. The bags could be sold at future events and self-perpetuate funds for the future Cllr Hannam presented the quotes. Following further discussion, it was **RESOLVED 20/12/17a** to accept a quote for 100 bags at a cost of £258.00 + £12.00 PP + VAT from Screenshots, a local company from Haverhill. Adding the Village book was discussed. It is currently being prepared for a second print run and Councillors needed to decide if some should be bought. It was **RESOLVED 20/12/17b** to purchase 20 books at £7.00 per book. Cllr Albrow to **ACTION**.

ACTION Cllr Albrow to send Footpaths map to Cllr Hannam. **ACTION** Cllr Hannam to decide what the additional contents of the bags should be and to notify Cllr Albrow for wording for website.

It was unanimously felt that this was a very welcomed and good initiative by Cllr Hannam

18.Village Hall Report. ~ nothing to report

19.Parish Land Report & PRoW's~ no issues reported to the Parish Council. A review of Parish land and PRoW will be carried out in the Spring Weather and Covid-19 permitting

20.Correspondence ~ none to note

21.Items to be considered for next Agenda ~ Councillors to consider further projects that might be undertaken in 2021/22.

The Chair thanked all Councillors for their hard work throughout the year and wished everyone a Happy Christmas.

The meeting closed at 9.30pm