

## HADSTOCK PARISH COUNCIL



Members of the Council are hereby summoned to attend  
**Hadstock Annual Parish Council Meeting** on  
Thursday 27 May 2021  
at 7.30 pm at Hadstock Village Hall  
to transact the business as stated on the Agenda

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting. Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. report or comment on the proceedings in writing, during or after a meeting or orally after the meeting

## AGENDA

1. Election of Chairman **VOTE REQUIRED**
2. Chair to read fire safety notice and announce that proceedings may be filmed or recorded.
3. To note those present & accept apologies for absence **VOTE REQUIRED**
4. Election of Vice Chair, members to Committees and Council Representatives:
  - [a] Election of Vice Chair **VOTE REQUIRED**
  - [b] Election of Chair to Planning Committee **VOTE REQUIRED**
  - [c] Election of Village Hall representative **VOTE REQUIRED**
5. Declaration of Members' Interests & to remind Councillors of the need to keep up to date their Register of Members' Interests and to receive any Members' Dispensations.
6. To receive and confirm the Minutes of the Parish Council Meeting held on 29 April 2021. These will be taken as read therefore no discussion unless for accuracy **VOTE REQUIRED**
7. **Public participation** An invitation to members of the public to put questions/statements of not more than 5 minutes duration. No resolutions can be made but Councillors are very happy for matters relating to the Parish to be brought to their attention.
8. *To note that following the County Council elections held on 06 May 2021 Martin Foley is now the ward County Councillor for Hadstock. To propose a vote of thanks to the previous County Councillor Simon Walsh.*
9. To receive and note the report (if any) from the District Councillor
10. To receive and note the report (if any) from the County Councillor
11. **Clerks Report** ~ a chance to also note further items of information
12. **Councillor's report** ~ a chance to also note further items of information
13. **Review of :**
  - [a] Standing orders ~ to consider a further re-write by the Clerk.
  - [b] Financial regulations ~ to note that these will be reviewed at a future with proposed changes for internet banking for the Parish Council.
  - [c] To appoint the Internal Auditor for 2021/22
  - [d] To note the Annual Insurance has been renewed for 01 June 2021
  - [e] To note that the Asset register is to be reviewed but has remained as previous year

[f] To note council's expenditure under section 137 of the Local Government Act 1972 as no General Power of Competence. ~ donation to Uttlesford Food Bank £100.00

**14. To consider and resolve a decision on Planning Application/s** UTT/21/1575/HHF | Proposed single storey front extension. | Maddings Cottage Walden Road Hadstock CB21 4NX

**15. To note decisions made by UDC on planning application/s**

**16. To note a report following the Annual Parish Meeting** (verbal)

**17. Parish Land Report & PRoW's ~**

[a] To discuss a programme of reviewing PRoW in the Village

[b] To receive an update to work required at Moules Lane.

[c] To consider any other issues reported

[d] To discuss responsibility and approve expenditure (if any) at Chalky Road Bridge

**18. Lens Path**

[a] Update from Cllr Nuttall following discussion with County Councillor

[b] Update on work required at Zoo end. Approve action and expense **VOTE REQUIRED**

**19. [a] Highways ~** Cllr Nuttall an update from discussion with County Councillor and Highways Officer.

[b] **Speed watch report ~** Cllr Nuttall

**20. Recreation Ground Report ~**

[a] **Recreation ground report ~ general discussion,** clearing of cut vegetation

[b] **Play ground equipment report and update.**

[c] **To discuss provision of bench ~**approve expenditure by Clerk using delegated powers **VOTE REQUIRED**

[d] **To discuss provision of see-saw ~**approve expenditure by Clerk using delegated powers **VOTE REQUIRED**

[e] **Report on Heritage Orchard**

[f] **Removal and chipping of waste vegetation ~** approve expenditure by Clerk using delegated powers

**VOTE REQUIRED**

**21. FINANCE 2020/21** To receive and approve the end of year accounts 2020/21 **VOTE REQUIRED** (to send end of year report and bank reconciliation.) The finalised accounts can then be sent to the Internal auditor before completing the Annual Governance and Accountability Return

**FINANCE REPORT 2021/22**

[a] To note Finance report and bank reconciliation to date for 2021/22 (Chair to sign)

[b] To discuss payment to contractor and possibility of issuing a replacement cheque **VOTE REQUIRED**

[c] **to agree and approve payments listed below** **VOTE REQUIRED**

[d] to agree and approve appropriate invoices received after Agenda issued if necessary. **VOTE REQUIRED**

[e] to note income received since last meeting

[f] to note that the VAT for the year end 2020/21 is to be reclaimed in 2021/22 financial year

Cheque	Payee	Description	Net amount	VAT	Total
101318	Ian Blackman	Play equipment repairs	233.80		233.80

**22. Village Hall Report**

**23. Update on Welcome Bags** Cllr Hannam

**24. To agree future meeting dates for the remainder of the financial year (attached).** Note there will not be meetings in August and December.

**25. To note next ordinary meeting of Hadstock Parish Council** Thursday 24 June 2021 (TBC re Item 24)

Sara Beckett

Clerk to Hadstock Parish Council 20 May 2021

### Meeting dates proposed for 2021/2022

Thursday 24 June  
Thursday 29 July  
Thursday 30 Sep  
Thursday 28 Oct  
Thursday 25 Nov  
Thursday 20 Jan (for budget and precept)  
Thursday 25 Feb  
Thursday 24 Mar  
Thursday 15 Apr (Annual Meeting of the Parish)  
Thursday 28 April  
Thursday 25 May (Annual Meeting of the Parish Council)