

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Annual Parish Council held on Thursday 27 May 2021 at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors Rick Albrow, Keith Nuttall, Sara Porter, Trevor Smith, Jude Hannam and Parish Clerk Sara Beckett. Three members of the public were present.

- 1. Election of Chairman** ~ As the preceding Chair of Hadstock Parish Council Cllr Albrow asked for nominations for the position of Chair for 2021/22. Cllr Albrow was proposed and seconded. No other nominations received. **RESOLVED 21/05/1**
- 2.** The Chair read the fire safety notice and announced that proceedings may be filmed or recorded. The meeting was conducted observing Covid-19 guidelines
- 3.** All Parish Councillors were present. No apologies had been received from District Councillor DeVries or County Councillor Foley.
- 4. Election of Vice Chair, members to Committees and Council Representatives:**
 - [a] Election of Vice Chair ~ Cllr Nuttall was proposed and seconded **RESOLVED 21/05/4a**
 - [b] Election of Chair to Planning Committee **RESOLVED 21/05/4b** that a Chair for a Planning Committee would be elected when required
 - [c] Election of Village Hall representative ~ Cllr Nuttall was proposed and seconded to continue in this role **RESOLVED 21/05/4c**
- 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.** None received. Councillors were reminded of the need to keep up to date their Register of Members' Interests.
- 6.** The Minutes of the Parish Council Meeting held on **29 April 2021**. were accepted and approved **RESOLVED 21/05/6**. The Chair signed them as a true record.
- 7. Public participation** ~
 - [i] A member of the public referred to what he thought was a Health & Safety issue related to the Parish Council responsibility to discourage residents of the Village from feeding Red Kites. The response from the Parish Council was that it might be appropriate for the resident to write an article for the magazine.
 - [ii] A member of the public expressed concerns related to lengths of wood that are being left on the recreation ground which could cause damage to maintenance equipment.
- 8.** It was noted that following the County Council elections held on 06 May 2021 Martin Foley is now the ward County Councillor for Hadstock. It was proposed that the Clerk should write a vote of thanks to Simon Walsh for his 8 years as Ward County Councillor for Hadstock. **RESOLVED 21/05/8 ACTION Clerk**
- 9.** Report from the District Councillor James DeVries ~ none received
- 10.** Report from the County Councillor Martin Foley ~ none received
- 11. Clerks Report** ~ all relevant items are included within the Agenda
- 12. Councillor's report** ~ all relevant items are included within the Agenda
- 13. Review of:**
 - [a] Standing orders ~ the Clerk advised that Hadstock Parish Council adopted revised Standing Orders in 2019 but they were still too complicated and not relevant to the Council **ACTION Clerk** a further re-write.
 - [b] Financial regulations ~ these will be reviewed in conjunction with proposed changes for internet banking for the Parish Council.

[c] To appoint the Internal Auditor for 2021/22 ~ It was **RESOLVED 21/05/13c** to appoint Mr G Walker as the Internal Auditor for 2021/22 with his acceptance.

[d] It was noted the Annual Insurance had been renewed for 01 June 2021.

[e] It was noted that the Asset register is to be reviewed and has remained as previous year

[f] It was noted that the Council's expenditure under section 137 of the Local Government Act was a donation to Uttlesford Food Bank £100.00

14. Planning Application UTT/21/1575/HHF | Proposed single storey front extension. | Maddings Cottage Walden Road Hadstock CB21 4NX was discussed and considered. It was **RESOLVED 21/05/14 that the Council would submit 'No Comment'**

15. Decisions made by UDC on planning applications ~ none to note. **ACTION** Clerk to make enquires about the status of The King's Head

16. A verbal report on the Annual Parish Meeting was noted ~ The meeting was held in the Village Hall and was Chaired by Hadstock Parish Council Chairman Cllr Albrow. The meeting was attended by 4 members of the public observing government guidelines for Covid-19. The Chair welcomed the members of the public and Councillors and presented a report. Topics of discussion were speeding through the village, road closures, The Kings Head and heavy lorries passing through the village. A further Village meeting will hopefully take place in the Autumn.

17. Parish Land Report & PRow's ~

[a] Councillors discussed reviewing the PRow in the Village. The Chair had provided a form & map with routes which were to be divided between Councillors. To note such things as loss of signs safety of bridges/steps to note vegetation that needs to be cut back, surfaces etc. Cllr Nuttall would order yellow arrow signs which can be placed as required. To be undertaken by the end of August **RESOLVED 21/05/17a**

[b] An update to work required at Moules Lane was given by the Chair. The resident who lives opposite the particular problem area had cut back some vegetation which was helpful. The work required is the responsibility of Essex County Council and the quote received by the Parish Council was considered to be much too expensive.

[c] No other specific issues were reported. Recent repair work has been successful.

[d] The area previously reported as being Chalky Road Bridge has now been identified as footpath 7.

It is the responsibility of the land owner and at a difficult location for the Parish Council to consider further.

ACTION The Clerk would contact the PRow officer to request that contact is made with the land owner and ensure repairs are carried out.

18. Lens Path

[a] Cllr Nuttall did not raise the issue of flooding adjacent to Len's Path with Cllr Walsh but it will be on the list of issues to discuss with newly elected County Councillor Foley

[b] The Clerk gave an update on possible work required at Zoo end. Mortimer Contractors would be able to honour the previous quote of £1360.00 and to substitute the concrete element with road planings. To provide a drain into the ditch would be a maximum of £200.00 Following a discussion it was **RESOLVED 21/05/18b** to have both pieces of work carried out at a maximum expenditure of £1560.00 + VAT. A councillor will meet with contractor prior to commencement. **ACTION Clerk to authorise work to be carried out.**

19. [a] Highways ~ Cllr Nuttall gave an update from his meeting with County Councillor Walsh, Highways Officer Rissa Long and the PCSO from Saffron Walden held early in May. The historical concerns were discussed those being primarily [i] speed of traffic [ii] impact of lorries [iii] accidents at Bartlow Road/Linton Rd/Walden Rd including structural damage to property. It was reiterated that speed bumps were not an option due to lack of street lighting. To lower the speed limit to 20mph was not an option because the road is a 'through route'.

The installation of a mini roundabout at the junction of Bartlow Road/Linton Rd/Walden Rd was discussed as a possible solution. Rissa Long promised she would revert with report on all items discussed. Cllr Nuttall has subsequently sent a reminder but no response to date. Councillor Foley had been cc'd. The report

would likely be discussed at the next meeting. It was reaffirmed that Hadstock Parish Council has a good working relationship with Highways which apparently is not always the case within other Parishes in Essex.

[b] Speed watch report ~ Cllr Nuttall reported a number watches have successfully been carried out with an increase in volunteers and will continue. Essex Fire Service gained an interview with Cllr Nuttall about impact of speed watch.

20. Recreation Ground Report ~

[a] Recreation ground report ~ The Clerk reported that delegated powers had been used to authorise the removal of vegetation which remained from the tree surgery previously carried out due to the danger of adverse heat or anti-social behaviour. The original quote accepted of £500 + VAT was withdrawn in favour of a subsequent quote of £165.00. It then became apparent that more work was required and the Clerk authorised further work for another £165.00. A member of the public reported that having spoken to contractor unless they heard further, they would burn any remaining debris as and when conditions allowed as it was too impacted to gain access with machinery. **RESOLVED 21/05/20a**

[b] The Playground equipment was reported as usable and the work undertaken by Ian Blackman was good. The Playground inspection report had not been viewed by Ian Blackman as yet ~ Cllr Nuttall will liaise to see if further work needs to be undertaken

[c] To discuss provision of bench ~ The Clerk reported that ordering the bench had been on hold whilst a further quote for installation had been sought. Mortimer Contractors quote of £225.00 was discussed and considered with the quote from Ian Blackman of £172.75 It was **RESOLVED 21/05/20c** to accept quote from Mortimer Contractors as the bench could be offloaded at their yard and taken to site when installation is to be carried out. It may be possible for Mortimers Contractors to order and arrange delivery Clerk to **ACTION**

[d] To discuss provision of see-saw ~The Clerk reported that the seesaw had been ordered and following discussion with the supplier and Mortimers Contracts the Clerk's delegated powers were used to authorise the payment of £226.50 for carriage to the Installers premises. **RESOLVED.21/05/20d** .The surface beneath the seesaw was discussed and quotes

[i] install seesaw with grass mats £900+ VAT

[ii] install seesaw with resin mulch surfacing £1250 + VAT were discussed.

It was **RESOLVED 21/05/20di** to approve to install above seesaw with grass mats at £900+ VAT

[e] Heritage Trees The 8 trees already planted and are 'doing' well. A further 6 trees have been reserved for delivery later in the year. The planting location of these to be decided but within same area. The water butt has been refilled

[f] Removal and chipping of waste vegetation ~ as above at 20[a]

21. FINANCE 2020/21 Councillors received and approved the end of year accounts 2020/21 **RESOLVED 21/05/21**

The finalised accounts will now be sent to the Internal auditor for confirmation that the Parish Council has followed correct financial procedures before completing the Annual Governance and Accountability Return **FINANCE REPORT 2021/22**

[a] The Finance report and bank reconciliation to date for 2021/22 was noted and the Chair signed the reconciliation. The Clerk reported that the accounts spreadsheet for 2021/22 has commenced. Internet banking would be further investigated. To check EALC re Financial Regulations and governance requirements. The Clerk felt that following good reports Unity Bank might be the one to use.

[b] Councillors discussed payment to contractor with reference and possibility of issuing a replacement cheque. The Chair reported that following an investigation by Barclays Bank a refund of £450.00 had been made to Hadstock Parish Council as the original cheque had been paid into an account but not that of our payee.

[c] Councillors agreed and approved payments listed below and

[d] Councillors agreed and approved invoices received after Agenda as listed below **RESOLVED 21/05/21c/d**

[e] Income received since last meeting was noted ~£1000.00 funding and the first half of the precept payment £5206.00

[f] Councillors noted that the VAT to the year end 2020/21 will be reclaimed in 2021/22 financial year

Cheque	Payee	Description	Net amount	VAT	Total
101318	Ian Blackman	Play equipment repairs	233.80		233.80
101319	Ms S A Beckett	Clerks Expenses to May 2021	109.32		109.32
101320	Ms S A Beckett	Clerks Salary Month 2	278.44		278.44

- 22. Village Hall Report** ~ Some bookings are coming in and business is gradually returning. If the mini fete proceeds the Village Hall will be utilised.
- 23. Update on Welcome Bags** ~ Cllr Hannam reported that a number of people have moved into the Village recently and a total of 6 bags have been gifted. The bags will be available to purchase at the mini fete at a cost of £5.00. The Chair will update the letter that is enclosed periodically. Future **ACTION**
- 24.** Councillors agreed future meeting dates for the remainder of the financial year. Noting there will not be meetings in August and December.
- 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)

25. The next ordinary meeting of Hadstock Parish Council Thursday 24 June 2021

..... **Chairman.**
Signed as a true record and RESOLVED to approve on 24 June 2021