

## HADSTOCK PARISH COUNCIL



### Minutes of Hadstock Parish Council held on Thursday 24 June 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. The Chair welcomed all to the meeting, read the fire safety notice and announced that proceedings may be filmed or recorded. The meeting was conducted observing Covid-19 guidelines
2. All Parish Councillors were present. Apologies had been received from District Councillor DeVries & County Councillor Foley.
3. **Declaration of Members' Interests and to receive any Members' Dispensation.** None received. Councillors were reminded of the need to keep up to date their Register of Members' Interests.
4. The Minutes of the Annual Parish Council Meeting held on **27 May 2021** were accepted and approved **RESOLVED 21/06/4.** The Chair signed them as a true record.
5. **Public participation ~**  
[I] A member of the public asked if the Parish Council was considering undertaking a Neighbourhood Plan. The Chair was able to respond, by stating that the Parish Council had previously considered the possibility of preparing a Neighbourhood Plan since the Localism Act of 2011 but in the context of Hadstock the Parish Council had resolved not to proceed.
6. A report from District Councillor James DeVries had been received via email which the Chair read out. (Available if requested)
7. A report from the County Councillor Martin Foley was expected via email following a conversation with the Clerk prior to the meeting. The Clerk was able to report that Cllr Foley was aware that the Parish Council had been in conversation with the previous County Councillor about a number of concerns and would respond to the proposal contained within the email that Cllr Albrow would be sending to arrange a face to face meeting.
8. [a] **Clerk's report ~** all relevant items were to be included within the Agenda  
[b] **Councillor's report ~** all relevant items were to be included within the Agenda  
[c] **Opportunity for Councillors to update with information ~** nothing to note or report
9. The following planning applications were discussed and considered UTT/21/1122/FUL Application to discharge condition 8 (vehicle parking details) attached to UTT/21/1122/FUL Kings Head Linton Road Hadstock Cambridge CB21 4NU **RESOLVED 21/06/9** to submit no objections.  
**UTT/21/1889/TCA** 1no. Ash- reduce height by approx. 5m. 1no. Walnut- remove to near ground level. 1no. Prunus group- reduce height by approx. 4m | 4 The Row Linton Road Hadstock CB21 4NY. This work has been carried out.  
A further planning application had been received after the Agenda had been published. This will be discussed at the next meeting. **ACTION** Clerk to inform UDC
10. **Decisions made by UDC on planning application/s UTT/21/1122/FUL |** Change of use from public house to 1 no. dwelling | Kings Head Linton Road Hadstock Cambridge CB21 4NU **APPROVED**
11. **Update re The King's Head ~** The Clerk was able to report that email correspondence had been exchanged with the Enforcement Team at UDC. An enforcement officer and a representative from Place Services had visited the premises on 28 May 2021. A report was still awaited. **ACTION** Cllr Albrow will email concerns to

District Councillor DeVries especially as reports of Enforcement are not distributed to Parish Councils and we need to be able to update our residents.

- 12. Parish Land Report & PRoW's** ~ The review of all footpaths and PRoW is on track to be completed by the end of August. Some areas were specifically noted that need attention. It was **RESOLVED 21/06/12** to get the strimming group up and running again. **ACTION** Cllr Nuttall to write a piece for the Magazine and send via Hadstock Info. **ACTION** Clerk to request Rangers deal with Linton Road & around phone box. It was noted that a private contractor was clearing vegetation on Arnold's Lane which was welcomed. Yellow directional stickers for the PRoWs have been ordered.
- 13. Lens Path** ~ reaffirmed contractor to contact Parish Council before commencing work to discuss nature of work. This is expected early in July.
- 14. Defibrillator** ~ following an email from a resident to Cllr Porter the use of the defibrator was discussed. It was agreed to inform residents of the correct procedure by way of leaflets and to direct them to training videos available on the internet. It was decided to see the demand to provide face to face training for interested residents in the Autumn which could be organised at a cost of approximately £175.00 by the Parish Council using the Village Hall as a venue. It was emphasised the need to follow correct procedure by dialling 999 who will give directions, but most importantly start CPR. By following the correct procedure, it also means that the use is registered to allow correct maintenance of equipment. It may be prudent to have a continual advert in the Magazine.
- 15. Salt Bins** ~ Councillors considered participation in the Essex County Council Salt Partnership. It was **RESOLVED 21/06/15** to continue participation but not to order any more salt **Clerk to ACTION**. A request was made to seek a further Salt Bin in Bilberry End. **Clerk to ACTION**
- 16. [a] Highways** ~ No response to email sent following meeting with Essex Highways will chase again.  
**[b] Speed watch report** ~ Cllr Nuttall reported that sessions continue and alarmingly last week, an incident of a speed of 60 mph had been reported. A response received the next day stated that the individual would be 'spoken to'. Cllr Nuttall would write a piece for the Magazine to highlight the work of the group.
- 17. Recreation Ground Report** ~  
**[a] Recreation ground report** ~ the Clerk reported that the pile of cut vegetation that remains is not easily accessible and contains a lot of debris that would not chip. This will be disposed of in an appropriate way (burnt) when conditions allow. All were happy with the work that had been carried out. The next interim inspection of ply equipment would be arranged with Ian Blakeman  
**[b] The Playground equipment** was reported as usable. The wood work will be painted in due course Cllrs Albrow/Nuttall will arrange. The gates need to be adjusted as the closing mechanism is quite harsh. Still awaiting delivery of bench and seesaw and confirmation of commencement of installation. The new mowing plan is successful and the re-wilding area is developing successfully  
**[c] report concerning mowers** ~ it was **RESOLVED 21/06/17b** to include a member of the public in the discussion. Provisional estimate for refurbishment of the existing mowers was discussed following an update from Mr Richards who currently attends to mowing of Parish Land and churchyard. Points considered: cost of refurbishment, cost of replacement, continuing with current operator or seek an alternative contractor and not replace Council's equipment. It was emphasised that this could be resolved after the cutting season and the need to consider within budget. The equipment is usable for the current season. It may be considered to reduce the number of cuts.  
**ACTION** Clerk to seek quotes for contractor to attend to mowing. **ACTION** Mr Richards will find out further information about refurbishment and replacement.
- 18. FINANCE 2020/21** ~ Annual Governance & Accountability Return (AGAR) –  
The Clerk gave an overview of what was required to complete the process of Annual Governance & Accountability for the Parish Council for the financial year of 2020/21. The internal audit had been completed by Greg Walker who has agreed to do the same for the next financial year. The Annual Governance statement was reviewed and completed, the Accounting statements followed by the

completion of the Exemption certificate as the Annual expenditure /income of the Parish Council was below £25,000.

[a] The Internal Audit Report of AGAR was noted

[b] The Parish Council considered, completed and approved Section 1; Annual Governance Statement 2020/21 of AGAR **RESOLVED 21/06/18b**

[c] The Parish Council considered and approved Section 2, Accounting Statements 2020/21, of AGAR which was prepared and signed by the Clerk/RFO **RESOLVED 21/06/18c**

[d] The Exemption Certificate & accompanying bank reconciliation were approved and signed **RESOLVED 21/06/18d**

[e] Date for public rights of inspection will be noted from Tuesday 29 June to Monday 09 August inclusive

## **Finance 2021/22 Part 2**

[a] The Finance report and bank reconciliation to date for 2021/22 was presented to the Council. It was considered, approved then signed by the Chair

[b] The Hire & charges of Village Hall was discussed in relation to time required for meetings. Rather than an hourly rate for meetings it was felt that the Parish Council have an agreement of charges at £20 per session which the Parish Council are very happy with. The Clerk had been concerned as the website gives the impression that meetings commence at 7:00pm which she had used as setting up time.

[c] Councillors agreed and approved payments listed below and

[d] Councillors agreed and approved invoices received after Agenda\* as listed below **RESOLVED 21/06/Part 2/18c&d**

[e] it was noted that Greg Walker has kindly agreed to conduct the internal audit for 2021/22

Cheque	Payee	Description	Net amount	VAT	Total
101321	Mr K Nuttall	Padlock for gate Recreation Ground	12.75		12.75
101322	*HMRC	PAYE Q1 April – June 2021	208.80		208.80
101323	*Ms S A Beckett	Clerks salary June 2021	278.45		278.45
101324	*Ash Tree Services	Removal of vegetation and chipping	330.00		330.00

**19. Village Hall Report** ~ Cllr Nuttall reported that events were continuing in compliance with Covid-19 guidance

**20. Affinity Water Consultation** ~ this had been sent via Hadstock Info. A discussion followed related to drought and water supply to the Village.

**21. The next ordinary meeting of Hadstock Parish Council would be on Thursday 29 July 2021**

..... **Chairman.**

**Signed as a true record and RESOLVED to approve on 29 July 2021**