

HADSTOCK PARISH COUNCIL



Members of the Council are hereby summoned to attend
Hadstock Parish Council Meeting on
Thursday 28 October 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
- d. the meeting will be held in accordance with government legislation and guidelines for Covid-19 that are current at the time of the meeting

AGENDA

1. Chair to read fire safety notice and announce that proceedings may be filmed or recorded.
2. Apologies and approval of reasons for absence **VOTE REQUIRED**
3. 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' Dispersations.
4. To receive and confirm the Minutes of the Parish Council Meeting held on **30 September 2021** are a true record **VOTE REQUIRED**
5. **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.
6. To receive and note any report from the District Councillor
7. To receive and note any report from the County Councillor
8. **Action points and matters arising from previous meetings:** Updates for information only. (no resolutions will be made)
 - a. Report from Clerk
 - b. Report for Councillors
 - c. Opportunity for Councillors to update with information
9. **Planning Application/s** for comment or noting
UTT/21/3116/TCA | 1no. pine- fell | Garden Cottage Bartlow Road Hadstock CB21 4PF
10. To note decisions made by UDC on planning application/s ~ none to date
11. [a]To consider responsibility and role of the Parish Council in connection with the Village Hall planning proposal to provide
[i] Patio extension and roofed pergola. Extension to the hall's patio by 2.4m x 6m. a 1.2m wide step will be created into the existing retaining wall with the new paving at the height of the current wall. A new retaining wall will be constructed as required. The paving will be natural sandstone similar to the existing. Total area of new patio = 14.4 msq. A flat roofed pergola measuring 6mx3.9m(max) will be constructed over the existing patio. A 6ftx6ft diamond trellis or elite fence panel will be installed on the r/h/s (looking from the exit door) for added protection from the elements.

- [ii] **Shed** Installation of a 3.6m x 2.4m timber apex roof shed and the installation of the shed base using standard concrete 600x600 slabs.
- [b] Having discussed 11[a] consider approval of application from Village Hall Management Committee for erection of Patio extension and roofed pergola under Schedule 2 Part 12 of The Town and Country Planning (General Permitted Development) (England) Order 2015 and shed.
- 12. Local Plan update** to discuss the SLAA Technical Consultation
- 13. Salt Bin** verbal update by Clerk
- 14. Bilberry End Parking** ~ to receive an update following distribution of note to residents
- 15. Parish Land Report & PRow's** ~
- [a] To receive an update of reviewing PRow in the Village
- [b] Update on footpath previously reported to PRow team at Essex Highways
- 16. Lens Path** ~ update
- 17. Defibrillator** ~ update from Councillor Porter and to resolve if it is necessary to request a code change.
- 18. Village Christmas tree** ~ to receive a report from Councillors Hannam & Porter and resolve if necessary
- 19. The Queen's Platinum Jubilee in 2022** ~to further consider/discuss plans for the Village and the involvement of the Parish Council **VOTE REQUIRED** if financial implication
- 20. Awarding Grants** To consider organisations to award grant as per budget of £100.00.) **VOTE REQUIRED**
- 21. [a] Highways** ~ Cllr Nuttall
- [b] Speed watch report** ~ Cllr Nuttall
- [c]** To receive an update from Cllr Albrow following meeting with Cllr Foley and stake holders about highway issues identified previously
- i. Flooding on Linton Road
- ii. Speeding
- iii. Moules Lane
- iv. Bartlow Road verges
- v. Communication including highway road closures & their notification
- [d] Highways Panel** ~to discuss & resolve submissions to the Highways Panel for project improvements for Hadstock
- 22. Recreation Ground Report** ~
- [a] Recreation ground report**
- [b] Playground equipment** ~ to consider quote for works following interim report **VOTE REQUIRED**
- [c] Update re mowing programme and equipment.** ~ Cllr Albrow
- [d] Update on rewilding project**
- 23. FINANCE 2021/2022**
- [a] To note Finance report and bank reconciliation to date for 2021/22 (*Chair to sign*)
- [b] To receive further information re Clerks request to apply for training bursary/courses & approval of payment **VOTE REQUIRED**
- [c] Update on requirements to register for internet banking.
- [i] To consider opening an account with Unity Trust Bank to allow for online banking. **VOTE REQUIRED**
- [ii] To delegate to the Clerk/RFO the responsibility to continue with the application to Unity Trust Bank. **VOTE REQUIRED**
- [iii] To resolve that the Clerk would be the submitter on the account requiring the signature of 2 Councillors to complete payment transactions **VOTE REQUIRED**
- [iv] To resolve that a cheque transfer of £500.00 is authorised to open account with Unity Trust Bank **VOTE REQUIRED**
- NOTE** Standing orders & Financial regulations would be amended to have additional clarity to secure transparency, financial & risk management according to legislation
- [d] To approve payment for a wreath at £17.99 + £3.99 delivery for contribution of Parish Council to Remembrance Sunday Service **VOTE REQUIRED**
- [d] To agree and approve payments listed below **VOTE REQUIRED**
- [e] To agree and approve appropriate invoices received after Agenda issued if necessary. **VOTE REQUIRED**

[f] To further discuss and confirm use of Grant of £500 from District Councillor DeVries. **VOTE REQUIRED**

| Cheque | Payee | Description | Net amount | VAT | Total |
|--------|------------------|--|------------|--------|--------|
| 101336 | Mr R Albrow | Reimbursement for preservative used on recreation ground equipment | 37.29 | 7.46 | 44.75 |
| 101337 | ClearTax | Payroll April 2021- March 2022 | 140.00 | 28.00 | 168.00 |
| 101338 | Ms S A Beckett | Clerks Salary October Month 7 | 332.45 | | 332.45 |
| 101339 | EALC | Introduction to CiLCA Training course for Clerk | 25.00 | 5.00 | 30.00 |
| 101340 | EALC | CiLCA Group 3 November 2021 | 575.00 | 115.00 | 690.00 |
| 101341 | Unity Trust Bank | To open online bank account | 500.00 | | 500.00 |
| 101342 | Ms S A Beckett | Travel expenses as detailed on expenses form | 90.00 | | 90.00 |
| 101343 | | Wreath | | | 21.98 |

24. Village Hall Report

25. To note the next ordinary meeting of Hadstock Parish Council will take place in the Village Hall on Thursday 25 November 2021 @7.30pm

Sara Beckett

Sara Beckett

Clerk to Hadstock Parish Council 22 October 2021