

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council held on Thursday 30 September 2021 at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors: Rick Albrow, (Chair) Keith Nuttall, Sara Porter, Trevor Smith, Jude Hannam, Parish Clerk Sara Beckett and County Councillor Martin Foley. 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.
2. Apologies were received & noted from District Councillor James DeVries.
3. **Declaration of Members' Interests and requests for dispensation.** Cllr Nuttall declared an interest in Agenda item 10[ii] Planning application related to Mulberry Cottage. 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 **29 July 2021** were accepted and approved **RESOLVED 21/09/4**. The Chair signed them as a true record.
5. **Public participation** ~ A member of the public wished to speak about Highway issues related to road closures ~specifically closure of roads which affect the village
 - i. without prior notice
 - ii. without proper diversions (Bartlow Road is totally unsuitable and becoming a progressive hazard to use)
 - iii. Inconsistency in communication and activity when there is a closure,
 - iv. accurate signage,
 - v. removal of signage.As County Councillor Martin Foley was in attendance, he was able to respond to matters of concern that had been reported by members of the public and previous emails from the Parish Council. Councillor Foley explained the process of road closures and acknowledged there is something seriously wrong. Councillor Foley has a meeting scheduled with Highways and these concerns are on the Agenda as they need to be proactive and responsible. The Chair summarised by saying that it is likely a County wide problem that we are highlighting and the main issues relate to management by the County Council of the need of utility companies and others to have a road closure. The importance of communicating those road closures, either planned or as an emergency, with the community who are often severely affected for days at a time was emphasised. The length of time the roads are closed with the control of traffic, either by complete closure or traffic management with lights was discussed. To completely close a road seems to be the easier, less expensive option, for those that need to control traffic, but is at the detriment of the Village residents, caused by diversion. A complete road closure is not descriptive, as many times the closure would allow traffic to reach a place without the necessity of following diversion signs. The Parish Council would be an obvious point of contact as we have means of communicating with the Village quite quickly and effectively and/or the use of social media to update of situations.
6. In the absence of James De Vries, the District Councillor, it was noted via email that he had successful councillor surgeries. The Friday was very quiet, but Saturday was busy. He was accompanied by County Councillor Martin Foley for some of the time, as it was thought that residents would wish to discuss traffic issues as well. It was planned to hold further events of this type. Those that attended the surgeries were very impressed and welcomed the opportunity to have such useful discussions with the District Councillor.
7. Review District Councillors surgery as Item 6

8. In a more general report Cllr Foley gave a resume of himself and roles within County Council and Uttlesford District Council. Essex County Council is making efficiency savings, which is challenging. He reported that there is match funding of £200,000 to the Highways Panel from UDC, this is to be used on projects not on maintenance. £6200 is in the pipe line from the Highways Panel to Hadstock for signage on Bartlow Road. He reported of the dangerous occurrences of manhole covers being stolen in the county. Parish Councils would need to request funding for projects by the end of the year. Emergency issues should be reported by the Parish Council to Cllr Foley for action. Councillor Foley spoke of the effective investments that the County Council are making. There was no update on the Local Plan. Councillor Foleys report had been circulated and reassured the Parish Council of his commitment to his ward and would endeavour to attend Hadstock Parish Council meetings in the future. The Chair thanked Councillor Foley for his attendance. Councillor Foley left the meeting at 20.10pm
9. [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 other than the need to contact Nextnorth re website training for the Clerk. This needs a further follow up conversation. **Cllr Nuttall to ACTION**
 [c] **Opportunity for Councillors to update with information** ~ Cllr Hannam expressed concerns about the issue of a bonfire which had been experienced recently. Councillors discussed these concerns but without more detail/evidence it would be difficult to resolve.
10. **Planning Application/s**
 [i] UTT/21/2683/TCA | Fell 1no. Ash | Hillcrest Cottage Bartlow Road Hadstock Cambridge CB21 4PF
NOTED
 Cllr Nuttall declared an interest in the following planning application. He left the meeting and therefore did not participate in the discussion or vote.
 [ii] UTT/21/2732/HHF | Proposed detached building to be used as a car port with attached workshop and log store. | Mulberry Cottage 3 Sargents Lane Walden Road Hadstock Cambridge CB21 4PA. **The Parish Council discussed this planning application in detail and accepted the comments by Place Services who were consulted because of the close proximity to a listed building. The Parish Council agreed in principle to the application but shared the concerns of Place Services related to the mass of the proposed building and the type of hard surface of the vehicle turning area.**
Cllr Nuttall returned to the meeting RESOLVED 21/09/10[II]
11. **Decisions made by UDC on planning application/s** It was noted that UTT/21/2210/DOC | Application to discharge condition 4 (Biodiversity enhancement) and 5 (lighting design scheme) attached to UTT/21/1122/FUL. | Kings Head Linton Road Hadstock Cambridge CB21 4NU **Conditions discharged in full**
12. **To receive an update on the King's Head Enforcement** ~ Cllr Albrow reported that Cllr Devries had spoken to the Enforcement Team and confirmed that it was still an active case but nothing further to report. The Parish Council would continue to monitor and report as necessary.
13. **Highways Panel verbal report by Clerk related to Salt bin** ~ the Clerk reported disappointment in the process of applying for a salt bin which had resulted in requesting to attend a Highways Panel meeting, subsequently the date of which had been changed without notification. Councillor Foley has said he will assist in achieving a satisfactory result. **ACTION** Clerk to resend emails to Cllr Foley.
14. **To consider email received from resident re parking issues Bilberry End** ~Councillors identified the problem which had been a similar issue previously. Double yellow lines had been painted on the corner which had solved the problem at that location, but the concern expressed related to further into and along the road. It was not clear if the parking on Bilberry End was an intermittent concern or on a more regular basis. It was **RESOLVED 21/09/14** that it would be necessary to consult with the residents of the area. An information/question flyer to be distributed to residents in the immediate area (Bilberry End, Orchard Pightle, Moules Lane) to encourage residents and visitors to park considerately and at the same time to try and find out the extent of the problem, welcoming suggestions of how to resolve problems when identified. **Cllr Albrow to ACTION to develop leaflet & Cllrs Smith /Porter to distribute**

15. Parish Land Report & PRoW's ~

[a] **To receive an update of reviewing PRoW in the Village.** Cllrs Albrow, Nuttall & Hannam were able to report that some areas have been completed. **ACTION Cllr Albrow will remind all of remaining areas**

[b] **To consider any issues reported** including matter recently raised by resident related to footbridge requiring repair Long Lane/ Chalky Road FP7 ~ the Clerk was able to report that having had a further email exchange this particular bridge was to be inspected with a view to carrying out repairs immanently (having previously been informed this would be after harvest.) **ACTION Clerk to monitor progress**

16. Lens Path ~ to receive an update

[a] repair & maintenance ~ nothing to report other than under items [b]&[c]

[b] clearing of vegetation ~ Cllr Albrow and a resident had cleared the vegetation previously reported around the bench. The bench was found to be in good order and no further action required

[c] consideration of bench ~ no action required

17. Defibrillator ~ update from Councillor Porter who reported that the defibrillator had been accessed for the second time in recent weeks. Whilst the equipment was not affected, Community Heartbeat Trust were notified and the cabinet closed. It has raised the issue of a possible threat in trying to save a life and needs to be addressed It was **RESOLVED 21/09/17** that a further article would be placed in the Magazine & Hadstock Info. The possibility of changing the code might need to be considered if the situation reoccurs. First Aid training will be arranged when circumstances allow. Further details to then be advertised to the Village.

18. Village Christmas tree ~ to receive a report from Councillors Hannam & Porter ~ further work is required to confirm details and will report next meeting. Any expense must be resolved by the Parish Council.

19. The Queen's Platinum Jubilee in 2022 ~ plans for the Village and the involvement of the Parish Council were discussed. The date set for celebrations is the first week end in June 2022, it was noted that it was very close to the Annual Village Fete and should not seek to replicate that. It was felt that it might be a Village celebration and a commemoration for the generation that will be experiencing this type of event for the first time, perhaps followed by an evening event in the Village Hall. **ACTION** Cllr Hannam would take this forward to try and find an individual/group that would organise the events.

20. Awarding Grants A number of options were considered to award a grant as per budget of £100.00. Clarity was needed on the preferred Charity. To be confirmed and resolved at the next meeting.

21. [a] Highways ~ To await meetings with Cllr Foley & **Highways Liaison Officer**

[b] **Speed watch report ~** Cllr Nuttall reported regular sessions continue

[c] Cllr Albrow reported that following a conversation with Cllr Foley a meeting between stake holders to 'walk the patch' would be arranged to highlight the highway issues identified below:

i. Flooding on Linton Road a complicated issue

ii. Speeding

iii. Moules Lane

iv. Bartlow Road verges

Communication including highway road closures & their notification has been discussed in detail with members of the public, Cllr Foley and the Parish Council and we await further detail.

22. Recreation Ground Report ~

[a] **Recreation ground report ~** all in good order and no issues to report. The trees planted earlier in the year were becoming established and thriving.

[b] **Playground equipment report and update. ~** the interim report was noted & it was agreed to obtain a quote for the work identified **Cllr Nuttall /Cllr Smith to ACTION.** Further painting of preservative on play equipment will continue.

[c] **Update if any re mowing programme and equipment. ~** the Clerk will continue to seek quotes for cutting as a matter of good governance and future reference. Cllr Albrow will seek information and costings of alternative & replacement of equipment but not a matter of urgency having discussed this with the current contractor, but to have a clearer view before the next cutting season.

[d] It was **RESOLVED 21/09/22d** that the bench & seesaw together with the installation of both was satisfactory and happy to proceed to authorisation of payment

23. FINANCE

- [a] The Finance report was noted with the bank reconciliation to August 2021/22 (Chair signed)
- [b] The Clerk explained the request to apply for training bursaries through EALC which would cover 75% of total cost of the training modules to qualify for the Certificate in Local Council Administration
- [i] £575 & [ii] £280 and [iii] £150 towards registration fees which is £420.00
- The Parish Council would pay the remaining 25% of the training courses =£143.75 + £70
- Total Hadstock Parish Council to pay = £483.75 **RESOLVED 21/09/23b**
- [c] Update re internet banking ~ the Clerk had prepared a report and distributed to Councillors and recommended considering opening an account with Unity Trust Bank but to maintain the Barclays Account open which would remain at no charge. The charge of Unity Trust Bank is £6 per month which would be off set against the current cost of stationery and postage. Financial regulations for Parish Councils allow for online banking and HPC Financial Regulations would be amended accordingly. The facility of online banking would be an advantage for HPC as the Clerk would have authority to access the account for the purposes of reconciliation, preparing payments & the ability to monitor account /finances in real time rather than weeks in retrospect. The payments of corresponding invoices would be authorised in a similar manner as is currently in operation. The schedule of payments would be presented for authorisation at the appropriate Council meeting, the Clerk would submit payment details online, the actual payment would be authorised separately by the signatories according to the bank mandate. Councillors were in agreement in principle
- ACTION** The Clerk will prepare a formal recommendation for the next meeting
- [d] Councillors agreed and approved payments listed below **RESOLVED 21/09/23d**
- [e] Councillors agreed and approved invoices received after Agenda* as listed below **RESOLVED 21/0/23e**

Cheque	Payee	Description	Net amount	VAT	Total
101330	Mortimer Contractors Ltd	Install seesaw supply and fit grass matting in recreation ground Install rustic bench on recreation ground	£900.00 £225.00	£180.00 £45.00	£ 1,080.00 £ 270.00
101331	Ian Blackman	Interim playground inspection	£45.00	-	£45
101332	M K Nuttall	Reimbursement for strimmer fuel	£17.08	£3.42	£ 20.50
101333	Broxap	Supply of rustic bench	£609.00	£121.80	£730.80
101334	Ms S A Beckett	Month 5 August Clerks Salary (Tax rebate included) Month 6 September Clerks salary		- -	£548.45 £332.45
101335*	Hadstock Village Hall	Venue Hire Fees	£100.00		£100.00

[f] To further discuss and confirm use of Grant of £500 from District Councillor DeVries. ~ deferred to next meeting.

- 24. Village Hall Report** ~ Cllr Nuttall reported that the Village Hall is gaining momentum with bookings and is undertaking some repairs to the roof. The Village Hall Committee are seeking funding for a pergola type structure at the rear of the Hall for which planning permission may be required. A discussion followed on the principles of this. No decision could be made as item was not on the Agenda and further clarification would be needed. **ACTION** To be an Agenda item for the next meeting
- 25. Ashdon Neighbourhood Plan consultation was noted**
- 26. It was noted the next ordinary meeting of Hadstock Parish Council** will take place in the Village Hall on **Thursday 28 October 2021 @7.30pm**
- 27. Items for the next Agenda:** Banking. Grant funding to organisations. Projects to put forward for Highways panel. Village Hall planning application. Grant funding from Cllr DeVries. The Queen's Platinum Jubilee. Village Christmas tree. Projects for 2022/23.

..... **Chairman.**
Signed as a true record and RESOLVED to approve on 28 October 2021
The meeting closed at 21.15pm