

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council held on Thursday 28 October 2021 at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors: Rick Albrow, (Chair) Keith Nuttall, Trevor Smith, Parish Clerk Sara Beckett & District Councillor James DeVries. One member of the public was 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 & accepted from Cllrs Porter & Hannam **RESOLVED 21/10/02** Apologies were noted from County Councillor Martin Foley
3. **Declaration of Members' Interests and requests for dispensation.** None received
4. The Minutes of the Parish Council Meeting held on **30 September 2021** were accepted and approved **RESOLVED 21/10/4.** The Chair signed them as a true record.
5. **Public participation** ~ None
6. **District Councillors report** ~ Cllr De Vries, who was in attendance reported the success of the surgeries that he held in September in the Village Hall. Many of the concerns identified were County Council matters & it was helpful to have County Councillor Foley in attendance too. It was hoped to hold a further surgery in November perhaps not on a booking system ~ Councillor DeVries will organise & Parish Council will advertise. Cllr De Vries offered to assist with a speed watch session. UDC are not challenging the appeal related to Stanstead Airport expansion. UDC have a new 'chat' facility via their website. It was brought to Cllr De Vries attention that within the detail of the SLAA a large site (11) was not in the original list of sites, which raises concerns as to the effect on Hadstock. The Chair advised Cllr De Vries of the recent concerns related to parking in Bilberry End. Enforcement related to the property previously known as The Kings Head reiterating that it was still a concern and even with the passage of time should be followed through. Cllr De Vries advised it is very much on his radar and will continue to chase despite the continuing delays within the Enforcement & associated teams.
7. **County Councillor's report** ~ None
8. **[a] Clerk's report** ~ all relevant items were to be included within the Agenda other than it was noticed that the phone box would benefit from some maintenance in the form of a repaint.
[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. **ACTION** Cllr Nuttall
[c] Opportunity for Councillors to update with information ~ None other than Agenda items
9. **Planning applications** UTT/21/3116/TCA | 1no. pine- fell | Garden Cottage Bartlow Road Hadstock CB21 4PF **NOTED**
10. **Decisions made by UDC on planning application/s** None
11. **Extension to the Village Hall** [a] Councillors discussed the responsibility and role of the Parish Council in connection with the Village Hall planning proposal to provide
[i] Patio extension and roofed pergola
[ii] Shed
Following a verbal report from the Clerk who had email confirmation from a planning officer at UDC that the structure in relation to the plans and information submitted should be considered under the Town and Country Planning (General permitted Development) Order 2015 (as amended), Part 12, Class A. The Parish Council could apply for a Certificate of Lawful Development at a fee of £51.50 if they so wished.

[b] Having discussed 11[a] it was agreed to approve the application from the 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. **RESOLVED 21/10/11b ACTION** Clerk to notify the Village Hall Management committee of the decision.

12. **Local Plan update** Councillors discussed the Strategic Land Availability Assessment (SLAA) Technical Consultation. This is a consultation only for Parish /Town Councils related to the location of the sites. It was noted that a large site Gt Chesterford 11, which had not been identified previously comes partly within Hadstock Parish. The detail of the 2 Hadstock sites assumes that education will be provided at Linton for example. The Clerk reported that schools had been contacted to enquire of the number of children from Hadstock who attend those schools and would be able to report at the next meeting. **ACTION** Cllr Hannam had offered to review document
13. **Salt Bin** the Clerk reported that nothing further had been heard from County Councillor Foley and would as requested by Councillors present a quote so that the Parish Council can provide an additional salt bin in Bilberry End for the benefit of the residents. **For the next Agenda**
14. **Bilberry End Parking** ~ following the distribution of note to residents about concerns of parked vehicles in Bilberry End the Clerk reported that one email had been received which welcomed the note and hoped that residents would be considerate. The Parish Council will monitor the situation.
15. **Parish Land Report & PRow's** ~
[a]Reviewing PRow in the Village is ongoing some photographs have been taken for the eventual report
[b]Walkers in the Village have noticed repairs to a number bridges have been carried out but not the one that is of concern FP7. **Action** Clerk to continue to chase
16. **Lens Path** ~ Zoo end repairs are due to be carried out in November according to recent communication with contractors. Cllr Smith expressed concerns about the surface of the Village end of the path and anticipated that this might need re dressing in the future. Verge cutting on the path has been carried out and whilst there has been increased growth this should die back soon, so no further attention required.
17. **Defibrillator** ~ this is checked weekly and no further instance of mis- use reported, therefore no need to consider changing the code. To monitor.
18. **Village Christmas tree** ~ The Chair reported that this was in hand and no financial implication from Parish Council
19. **The Queen's Platinum Jubilee in 2022** ~ Cllr Nuttall reported that this was in hand. To consider further especially related to Parish Council budget. It was expressed that it would be a welcomed event for the Village to participate in.
20. **Awarding Grants** ~ again no decision as one of the original ideas would not be suitable. **Action** decision at next meeting **Action** Clerk to email links and enquire of further suggestions. For next Agenda
21. **[a] Highways** ~ Cllr Nuttall had nothing further to report as the Council is awaiting to have a stakeholder meeting which has been delayed. See item 21[c]
[b] Speed watch report ~ Cllr Nuttall
[c] Cllr Albrow had not had a meeting with Cllr Foley and stake holders about highway issues identified previously. This was deferred due to Councillor Foley's absence from office currently. Bartlow Road & Moules Lane are areas to consider in the application for the Highways Panel. **Clerk to Action.** Cllr Nuttall reported on the recent webinar he attended 'Vision for Zero' to reduce road deaths by reducing road speeds. To discuss with Rissa Long and Councillor Foley when available to meet.
22. **Recreation Ground Report** ~
[a] Recreation ground report ~ hand sanitiser still in situ. More dog bags required as well used and working well. Items have been removed that were considered to be rotten or unstable according to report detail.
[b] Playground equipment~ All useable and no issues reported. Treatment of remaining woodwork now complete. Following interim report detailing items that might need attention that are none urgent. **ACTION** Clerk to obtain quote for works. These can be carried out next year & to consider in Budget
[c] Update re mowing programme and equipment. ~ Cllr Albrow reported on conversations with current contractor and review of equipment that is available for use. It was decided to carry on with the current

arrangements until circumstances change. The Clerk to still pursue an estimate for budget purposes as a contractor has been eager to help

[d] Update on rewinding project ~ very successful recent volunteer event of raking cut grass. Further fruit trees are on order and delivery expected.

23. FINANCE 2021/2022

[a] The Chair signed the bank reconciliation to date for 2021/22

The Clerk reminded Councillors that planning the budget for 2022/23 will commence and invited them to consider projects/ items that might need to be considered. The Budget and precept will be resolved in January 2022

[b] The Clerk gave further detail about the cost of training for the Clerk to Council and to clarify that the fees would be paid by the Council in advance of qualification and partly reimbursed through successful bursary on qualification of CiLCA by the Clerk.

[c] The Clerk had previously presented a report to Councillors for consideration and discussion concerning online banking. Barclays Savings account has been dormant for years and attracts very little interest (03-04p per month) Whilst Unity Trust Bank do not offer any interest currently on accounts that may not always be the case. There was a possibility that access to the Barclays savings account could be difficult in the future. It was **RESOLVED 21/10/23c** to transfer the balance of funds from the Barclays Savings Account to the current account, this will allow all funds to be switched to Unity Trust Bank **ACTION** Clerk to confirm procedure

[i] Councillors considered opening an account with Unity Trust Bank to allow for online banking. It was proposed by Cllr Albrow to open a current account with Unity Trust Bank at a cost of £6.00 per month paid quarterly. To transfer the balance from the Barclays current to Unity Trust Bank via the switch process after the funds from the Barclays Saving account has been received. The proposal was seconded **RESOLVED 21/10/23ci** unanimously

[ii] It was **RESOLVED 21/10/23cii** to delegate to the Clerk/RFO the responsibility to continue with the application to open an account with Unity Trust Bank and allowing a 'switch' to commence after all the Parish Council funds are in the current account

[iii] It was **RESOLVED 21/10/23ciii** that the Clerk would be the submitter on the Unity Trust Bank account requiring the signature of 2 Councillors to complete payment transactions as per the current mandate and financial regulations.

[iv] It was not necessary to resolve a cheque transfer of £500.00 to open account with Unity Trust Bank as this would be achieved through a switch.

Standing orders & Financial regulations would be amended if necessary to have additional clarity to secure transparency, financial & risk management according to legislation

[di] It was **RESOLVED 21/10/23di** to approve payment for a wreath at £17.99 + £3.99 delivery for contribution of Parish Council to Remembrance Sunday Service this would be reimbursed to Cllr Albrow.

[dii] It was **RESOLVED 21/10/23dii** to agree and approve payments listed below apart from the £500 to Unity Trust Bank as this was not required

[e] There were no further invoices received after Agenda issued.

[f] Councillors considered the Grant of £500 from District Councillor DeVries, it was suggested and welcomed that a bench might be placed at the Village end of Lens Path **ACTION** Clerk to seek quote for installation and Council to resolve at the next meeting

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
101342	Ms S A Beckett	Travel expenses as detailed on expenses form	90.00		90.00
101343	Mr R Albrow	Wreath	21.98		21.98

- 24. Village Hall Report** ~ The Committee would consider making an application for grant funding from the Parish Council in the next financial year as requested to perhaps provide addition furniture for the planned outside area.
- 25.** It was noted that the next ordinary meeting of Hadstock Parish Council will take place in the Village Hall on Thursday 25 November 2021 @7.30pm

..... Chairman.
Signed as a true record and RESOLVED to approve on 25 November 2021
The meeting closed at 21.10pm