

HADSTOCK PARISH COUNCIL



Members of the Council are hereby summoned to attend
Hadstock Parish Council Meeting on
Thursday 28 April 2022
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

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' Dispensations.
4. To receive and confirm the Minutes of the Parish Council Meeting held on **31 March 2022** 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**
UTT/22/0984/LB | Proposed new entrance porch | Hillcrest Cottage Bartlow Road Hadstock Essex CB21 4PF **VOTE REQUIRED**
UTT/22/0983/HHF | Proposed new entrance porch | Hillcrest Cottage Bartlow Road Hadstock Essex CB21 4PF **VOTE REQUIRE**
10. **To note decisions made by UDC on planning application/s ~**
UTT/22/0478/PAM3 | Prior notification of the proposed change of use from commercial, business and service (Class E) to 1 no. dwelling house | The Mill Yew Farm Linton Road Hadstock Cambridge CB21 4NU **APPROVED Prior approval not required.**
11. **The Queen's Platinum Jubilee in 2022 ~**
[a] To note progress of application made for Uttlesford Platinum Jubilee Celebrations Grant 2022
[b] Update from Cllr Hannam
12. **Lens Path ~** to receive any update, note reports and approve any actions required
13. **FINANCE 2021/2022**
[a] To note Finance report and bank reconciliation to date for 2021/22 and 2022/23 to date (*Chair to sign*)
[b] to note update re VAT reclaim that had been sent to HMRC
[c] To agree and approve payments listed below **VOTE REQUIRED**

- [d] To agree and approve appropriate invoices received after Agenda issued if necessary. **VOTE REQUIRED**
- [e] To authorise back dated salary increase for Clerk from 01 April 2021 to April 2022. (report attached previously circulated last month) To notify Cleartax (payroll provider). **VOTE REQUIRED**
- [f] To approve salary increase of Clerk payable from April 2022 as per Item 13e and notify Cleartax (payroll provider). **VOTE REQUIRED**

Cheque	Payee	Description	Net amount	VAT	Total
101368	EALC	County Association annual subscription	92.3		
		National Association annual subscription	20.45		112.75
101369	Ms S A Beckett	Clerks Salary Month 1 April			
101370	Society of Local Council Clerks (SLCC)	Annual subscription	95.00		95.00

- 14. Highways ~ to receive an update on highways issues and discuss.**
- [a] Highways Panel ~ to receive any update from Highways Panel meeting held on 7 April.
- [b] Speed watch report ~ Cllr Nuttall
- [c] to receive an update re road closures (if any)
- 15. Parish Land Report & PRoW's ~**
- [a] discuss any issues reported and approve actions required
- 16. Recreation Ground Report ~**
- [a] To discuss annual playground inspection report
- [b] To authorise work identified within annual playground inspection report **VOTE REQUIRED**
- [c] To obtain quote for any necessary work to be undertaken
- 17. Village Hall Report**
- 18. To consider making comment re NALC's email with regard to Smaller Councils (attached)**
- 19. To consider notification from the Farming & Wildlife Advisory Group, with regard to a funded pond conservation project being delivered on behalf of Natural England (attached) www.fwageast.org.uk/ponds**
- 20. To consider making comment to UDC's Local Plan re shop front policy https://www.uttlesford.gov.uk/media/11295/Uttlesford-Shopfront-Design-Guide/pdf/Shopfront_Design_GuideA.pdf?m=63780093782760000**
- 21. To approve Publication Scheme document (draft attached) **VOTE REQUIRED****
- 22. To approve Document retention & disposal policy (draft attached) **VOTE REQUIRED****
- 23. To approve Policy statement of Internal Control (draft attached) **VOTE REQUIRED****
- 24. To note the Annual Meeting of the Parish (meeting of Electors) will take place in the Village Hall on Friday 06 May 2022 @8:00pm**
- 25. To note the Annual Meeting of Hadstock Parish Council will take place in the Village Hall on Thursday 26 May 2022 @7.30pm**

Sara Beckett

Clerk to Hadstock Parish Council 22 April 2022