

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council held on Thursday 31 March 2022 at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors: Keith Nuttall, Sara Porter, Trevor Smith, Jude Hannam & Parish Clerk Sara Beckett. Two members of the public were present.

1. In the absence of Cllr Albrow, Cllr Nuttall as Vice Chair took the Chair and welcomed all to the meeting. It was noted that due to a power cut earlier in the day the Hall would be heated via the wall heaters.
2. Apologies were received with reasons given & approved for Councillor Albrow. **RESOLVED 22/03/02** County Councillor Martin Foley had sent his apologies. District Councillor James De Vries was absent
3. **Declaration of Members' Interests and notice for dispensations.** ~ none received
4. The Minutes of the Parish Council Meeting held on **24 February 2022** were accepted and approved **RESOLVED 22/03/4.** The Chair signed them as a true record.
5. **Public participation** ~ A member of the public spoke about concerns of cars parked adjacent to the Village Green and the resulting lack of space causing the ingress of vehicles including the dust cart to damage the edge of the Village Green, meaning grass cutting in these areas was no longer possible. **ACTION** A fact-finding mission would be carried out to identify the cause and try to resolve the problem
Cllr Hannam arrived 19.33
**At 19.35 the Village Hall experienced a power cut resulting in no heating or lighting. It was agreed to continue with the meeting in the dark. The Chair advised that urgent matters that could not be deferred would be dealt with as a primary concern.*
6. **District Councillors report** ~ No report and awaiting an update from the surgeries held on 25 & 26 February 2022 in the Village Hall. Cllr Hannam reported that it had been a very useful event.
7. **County Councillor's report** ~ Cllr Foley had not been able to send a written report but had contacted the Clerk shortly before the meeting. Cllr Foley had attended the Local Council's Liaison Forum where issues related to Highways had been discussed. He hoped to be able to report next week with an update from the Highways Panel
8. **Action points and matters arising from previous meetings:**
 - [a] **Clerk's report** for information only ~ due to the circumstances under which the meeting was being held the Clerk reported items tonight would be sent to all and included in the minutes
 - i. No reports as yet from County or District Councillors although the Clerk attended a Highways zoom meeting at which Cllr Foley was present. The Clerk spoke at the meeting of communications related to road closures and diversions
 - ii. The Clerk attended the Parish Forum together with Cllr Hannam on Tuesday. It was very good and useful to understand more about Enforcement. Hope to provide a written report shortly
 - iii. A new Director of Planning has been appointed Dean Armitage ~ he has lived in Essex all his life and came from a strong section of candidates
 - iv. Arranged a date with the appointed Internal Auditor for May
 - v. LF205 claim (Locality Funding from Cllr Foley) form completed and accepted for payment. This covered the cost of preparing the site for bench and installation at Village end, contribution towards bench & a salt bin at Bilberry End.
 - vi. Received the electoral roll having requested it from UDC
 - vii. Reported the ploughing issue of FP4

- viii. Work on FP7 has been completed
- ix. Local Plan are consulting on Shopfront design and runs for 6 weeks

[b] **Councillor's report** ~ all relevant items were to be included within the agenda

[c] **Opportunity for Councillors to update with information** ~ None other than Agenda items

9. Planning applications

[a] UT/22/0549/DOC | Application to discharge condition 2 (materials) and 4 (additional repairs) attached to UTT/20/1194/LB (amendment to render approved under UTT/20/2290/DOC) | Goldacre Linton Road Hadstock Essex CB21 4NU This application had been decided 25 March 2022 and conditions discharged in full.

[b] 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. The Parish Council considered this application and resolved **22/03/09b** that they had no further comments to add from the ones previously submitted in January 2022. Cllr Hannam remained but did not vote.

[c] UTT/22/0343/DOC | Application to discharge condition 2 (materials, window and door details) attached to UTT/21/3400/HHF. | Bardsfield Walden Road Hadstock Essex CB21 4NX This application had been decided 16 March 2022 and conditions discharged in full.

[d] UTT/22/0742/PAM3 | Prior Notification of change of use from commercial, business and service (Use Class E) to 1 no. dwelling (Use Class C3) | Operations Block Bowsers Lane Hadstock Cambridge CB10 1XQ The Parish Council considered this application and resolved **22/03/09d** that it had nothing further to add to their comments submitted reference to the previous application UTT/22/0051/FUL in January 2022.

[e] UTT/22/0747/FUL | Proposed change of use from commercial premises to 1 no. dwelling with alterations including fenestration, roof terrace and external insulating render. | Operations Block Bowsers Lane Hadstock Essex CB10 1XQ

The Parish Council considered this application and resolved **22/03/09e** that it had nothing further to add to their comments submitted reference to the previous application UTT/22/0051/FUL in January 2022.

10. Decisions made by UDC on planning applications~

[a] UTT/22/0343/DOC | Application to discharge condition 2 (materials, window and door details) attached to UTT/21/3400/HHF. | Bardsfield Walden Road Hadstock Essex CB21 4NX **Discharged conditions in full**

[b] UTT/22/0051/FUL | Change of Use and conversion to single residential dwelling, including fenestration, roof terrace and external insulating render | Operations Block Bowsers Lane Hadstock Cambridge CB10 1XQ **REFUSED**

11. The Queen's Platinum Jubilee in 2022 ~

Cllr Hannam gave a brief verbal report. A prepared written report by Cllr Hannam would be emailed to all and attached as an appendix to the minutes. A recent meeting of interested residents was well attended and formed the core of a group that might oversee the arrangements of the 2 events planned.

[a] No further update related to the Jubilee Funding application

[b] Update from Cllr Hannam within written report with items c-g discussed and **RESOLVED** as below

[c] Volunteer organising group can spend up to the £300 agreed in 2022/23 budget and £50 public donation towards a Jubilee tree on the Recreation ground. (sapling tree included in this) **RESOLVED 22/03/11c**

[d] Jubilee Tree - English Oak to be planted on Rec. Cost £60 + £30 for stakes etc. £75 for plaque. Cllr Albrow will provide other materials for deer guard. £50 donation received in 2021/22 to be set against this. **RESOLVED 22/03/11d**

[e] The Parish Council will underwrite cost of band of up to £380 should ticket sales at £10 each not cover this. (10% deposit already paid by PC) **RESOLVED 22/03/11e**

[f] Any surplus from barn dance ticket sales to go to Village Hall. **RESOLVED 22/03/11f**

[g] Limited car parking on Recreation was thought not to be appropriate **RESOLVED 22/03/11g** not to proceed with the proposal.

12. Village Litter pick ~ it was reported that a large number of bags were collected by those residents that kindly helped. The bags were collected by UDC and the fencing & builders material found in a ditch were reported as fly tipping.

13. Lens Path ~ (a) nothing specific to report or concerns reported to the Parish Council. It was noted that considerable maintenance had been carried out this year and arrangements have been made to cut the grass at the edges to help to maintain width of path.

[b] The bench has been installed and the brambles removed as previously resolved. The Chair reported that on meeting with the contractors at the time of installation it was felt that the bench was not the one that should have been ordered. The Clerk had been contacted and undertook to investigate. The Clerk reported to the Parish Council that following a rather long email exchange with the suppliers it was clarified that whilst the hard wood bench had been ordered and invoiced, a soft wood bench had been delivered. An exchange was offered or a credit. Due to the funding terms the Clerk used delegated authority to request a credit. The initial credit of £250.00 was rejected. The difference between the 2 benches was £299.00. When a credit of £299.00 was subsequently offered the Clerk accepted this offer to close the matter and to meet the funding criteria deadline.

RESOLVED 22/03/13b

14. This item was deferred to the next meeting

15. FINANCE 2021/2022

[a] Finance report was presented by the Clerk outlining that bank reconciliation was completed to the end of February and with the final payments and receipts being made before 31 March 2022 all was in order.

[b] it was noted that the first instalment of the precept will be made on 21st April 2022 and the second will be made on 19th September 2022.

[c] The Clerk explained that the VAT reclaim had previously been sent to HMRC. In a phone conversation with HMRC the agent explained that the claim period should be the end of a month. Because the claim had been in the system for a period of over 10 days it was no longer possible for it to be amended by HMRC and therefore processed. The Clerk successfully re submitted the claim online as advised.

[d] The Clerk explained the payments as below and it was **RESOLVED 22/03/14d** to authorise payments as described.

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

[f] To approve salary increase of Clerk payable from April 2022 as per Item 14 and notify Cleartax (payroll provider). This item was deferred to the next meeting

Cheque	Payee	Description	Net amount	VAT	Total
101364	East of England Apples & Orchard Project	Fruit trees for recreation ground re wilding	143.00	Exempt	143.00
101365	Mortimer Contracts Ltd	Preparation & installation of bench Len's Path	450.00	90.00	540.00
101366	Ms S A Beckett	Clerks salary March 2022 month 12	332.45		332.45
101367	Broxap	Bench for village end Lens path	440.00	88.00	528.00

16. Highways ~ to receive an update on highways issues and discuss.

[a] **Highways Panel** ~ as reported by County Councillor Foley an update is due but currently no update re Bartlow Road or Moules Lane

[b] **Speed watch report** ~ Cllr Nuttall reported that due to road closures only a few sessions had been undertaken. A communication had been sent from the **PCSO for the area based in Saffron Walden police station** to confirm the lead member details which Cllr Nuttall welcomed and responded.

[c] **to receive an update re road closures** ~ The recent road closure had caused great concern and the Clerk was able to liaise with the utility company involved. That contact had been extremely helpful resulting in at least some better signage during the period. The road had now reopened

To note the Clerk had reported to missing county signage at Bartlow (County sign)

17. Parish Land Report & PRow's ~

[a] FP7 previously reported to PRow team at Essex Highways has at last had the repairs carried out which were requested in May 2021. FP4 has also been reported with an update that Enforcement is speaking to those concerned

[b] No further issues have been reported. **ACTION** the Clerk would contact the Rangers for cutting of area of Linton Road pathway and road side as this is an annual issue.

18. Recreation Ground Report ~

[a] **Recreation ground report** ~ nothing relevant to report

[b] **Playground equipment report** ~. All in good and usable order no problems reported. Annual Inspection is 20 April 2022. On receipt and discussion of the report Ian Blackman will be contacted to arrange any remedial work required and further inspections during the year.

19. Village Hall Report~ It was noted that recent events had been very well attended and that the additional covered outside space was well received and extremely beneficial. It was also noted that the Village Hall is very much the centre for community activity and should continue to be registered as an asset of community value in the future.

20. It was noted that the next ordinary meeting of Hadstock Parish Council will take place in the Village Hall on Thursday 28 April @7.30pm

The meeting closed at 20.20 *The power supply had not been restored at this point.*

..... Chairman.

Signed as a true record and RESOLVED to approve on 28 April 2022