

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council held on Thursday 28 April 2022 at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors: Rick Albrow, Keith Nuttall, Trevor Smith, Jude Hannam & Parish Clerk Sara Beckett. 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 from Councillor Porter with reasons given ~ approved & **RESOLVED 22/04/02**
County Councillor Martin Foley and District Councillor James De Vries was absent
3. **Declaration of Members' Interests and notice for dispensations.** ~ Councillor Albrow declared a pecuniary interest relevant to item 9
4. The Minutes of the Parish Council Meeting held on **31 March 2022** were accepted and approved **RESOLVED 22/04/4**. The Chair signed them as a true record.
5. **Public participation** ~ A member of the public spoke about the number of new telegraph poles along the B1052 towards FDL.

A member of the public spoke about road closures and referenced a letter in the Saffron Walden Reporter which echoed the concerns of many. It was hoped that the Parish Council would continue to lobby for a resolution of the concerns related to road closures and join forces with others particularly from the Little Walden area. **ACTION** Clerk to write to Saffron Walden Town Council to enquire the action that they might be undertaking to assist with lobbying to improve the situation around the need for road closures.

A question was also asked about the outcome of the Local Councils Liaison Forum. It was questioned whether a report had been sent from County Councillor Foley and/or District Councillor DeVries. The Clerk reported that she had attended the Local Councils Liaison Forum and brought up the subject of lack of communication regarding planned road closures. The minutes of the meeting related to our concerns are below.

Information on road closures, both planned and unplanned. Public utilities can close roads in an emergency, planned closures should be notified to Parish and Town Councils in advance. One PC said that they were not being notified in advance but had registered with the One. Network. (Follow-up information: DC will forward an updated list of PC contacts to Essex Highways)

6. District Councillors report ~ No report.
7. County Councillor's report ~ No report.
8. Action points and matters arising from previous meetings:
 - [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
 - [c] Opportunity for Councillors to update with information ~ None other than Agenda items
9. **Planning Application/s** ~ Councillor Albrow left the meeting. Councillor Nuttall took the Chair.
 - [a] UTT/22/0984/LB | Proposed new entrance porch | Hillcrest Cottage Bartlow Road Hadstock Essex CB21 4PF Hadstock Parish Council considered this application and resolved that no comment was required.
RESOLVED 22/04/09a
 - [b] UTT/22/0983/HHF | Proposed new entrance porch | Hillcrest Cottage Bartlow Road Hadstock Essex CB21 4PF Hadstock Parish Council considered this application and resolved that no comment was required.
RESOLVED 22/04/09b

Councillor Albrow re-joined the meeting and continued as Chair.

10. Decisions made by UDC on planning applications~

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 ~

The Clerk reported that a detailed plan has been sent to UDC for approval for Jubilee funding and expected a response immanently.

Cllr Hannam gave a detailed verbal report following a written report which had been circulated to councillors previously. To summarise:

tickets for the dance were selling well

a flag and bunting to be erected exact locations to be decided.

Trees for community and oak tree will be purchased

The grass to be cut a few days prior to event on recreation ground

Parish Magazine, Hadstock Info, Facebook page are being used to advertise events.

12. Lens Path ~ nothing has been reported other than the base of the bench has some cracks appearing.

ACTION Councillor Albrow will review and clerk to inform contractors for future reference. The plaque has been attached in remembrance of Len Rowlandson after whom the path is named

13. FINANCE 2021/2022 & 2022/2023

[a] The Chair informed council that the end of year accounts are still to be finalised and the preparation of a new account spreadsheet for 2022/23 was in hand with a preferred way of accounting for VAT. Scribe Accounting system will be considered for 2023/24

[b] £2050.02 VAT reclaim had been received from HMRC and has been included in the bank reconciliation

[c] The Clerk explained all payments for approval. Councillors agreed and approved invoices listed below.

[d] Councillors agreed and approved appropriate invoices received after Agenda was published * below

[e] The Chair explained the increase of Clerks salary and how it related to back payment. It was agreed and approved to authorise back dated salary increase from 01 April 2021 to April 2022 and to notify Cleartax (payroll provider). **RESOLVED 22/04/13e**

[f] The Chair explained the increase of Clerks salary as agreed by NALC. The annual increase was agreed and approved payable from April 2022 as per Item 13e and to notify Cleartax (payroll provider). Noting that because the back pay would be from April 2021-April 2022. The actual pay increase would commence in Month 2 of 2022/23 **RESOLVED 22/04/13f**

Cheque	Payee	Description	Net amount	VAT	Total
101368	EALC	County association annual fees	92.30		
		National association annual fees	20.45		112.75
101369	Ms S A Beckett	Clerks salary April 2022 month 1	332.45		332.45
101370	CANCELLED	CANCELLED			
*101371	David Bracey	Annual playground inspection	85.00	17.00	102.00
*101372	ClearTax	Annual payroll fees	150.00	30.00	180.00
*101373	Society of Local Council Clerks	Annual subscription	112.00		112.00

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

[a] **Highways Panel ~** No further report had been received from County Councillor Foley but from the minutes of the last available Highways Panel meeting the signage for Walden Road had been approved and the schemes for Moules Lane & Bartlow Road were in the validation process.

[b] **Speed watch report ~** Cllr Nuttall reported speed watch had continued. A discussion evolved about mobile speed indicators and reference was made to the one operated by Linton Parish Council.

[c] to receive an update re road closures ~ monitoring through One Network & communication with County Council & Highways will continue

15. Parish Land Report & PRow's ~

It was confirmed that the saltbin has been received and will be installed appropriately in the future on Bilberry End before this coming winter. There is a possibility that the new saltbin might be exchanged with the current one on Bartlow Road. **ACTION Cllr Smith**

16. Recreation Ground Report ~

[a] The council discussed the annual playground inspection report recently received. It was felt that it was a good report with minimal risk identified and welcomed. The missing seat on the picnic bench was identified within the report & should be replaced

[b] It was resolved that a quote should be sought from Ian Blackman to replace the seat on the picnic bench as identified within annual playground inspection report **RESOLVED 22/04/16b**

[c] To obtain quote for any necessary work to be undertaken as above at 16b

17. Village Hall Report~ bookings are picking up and past regular events have commenced. The Quiz night was a big success. Problems have been experienced with the heating. The new outside area has been very well received and outside furniture has been purchased.

18. The Council considered the recent email from NALC asking for additions/comments for discussion related to smaller councils that might be taken forward. Following a discussion, it was approved to forward the following items to be included RESOLVED 22/04/18

[a] The future ability of Town & Parish Councils to hold decision making meetings via remote means e.g., Zoom /Teams

[b] The desire to improve communication (currently very lacking) with District & County Councils, together with Local Highways & possibly Highways England, in relation to traffic management of roadworks (particularly when it involves complete road closures) which directly adversely affects our Parishes in multiple ways.

19. Councillors discussed notification from the Farming & Wildlife Advisory Group, with regard to a funded pond conservation project being delivered on behalf of Natural England. Councillors thought that the pond on Walden Road might be suitable to put forward RESOLVED 22/04/19 ACTION Clerk to inform

20. Councillors noted UDC's proposal to adopt a shop front policy as a supplementary planning document to be part of the Local Plan.

21. Councillors considered the Publication Scheme document presented by the Clerk. It was approved and RESOLVED 22/04/21 to adopt

22. Councillors considered the draft Document Retention & Disposal Policy presented by the Clerk. It was approved and RESOLVED 22/04/22 to adopt

23. The draft Policy statement of Internal Control was deferred

24. It was noted the Annual Meeting of the Parish will be held in the Village Hall on Friday 06 May 2022 @ 8:00pm

25. It was noted that the Annual meeting of Hadstock Parish Council will take place in the Village Hall on Thursday 26 May @7.30pm

The meeting closed at 21.05pm

..... Chairman.

Signed as a true record and RESOLVED to approve on 26 May 2022