

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council Meeting Held on Thursday 29 September 2022 at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors: Rick Albrow (Chair), Sara Porter, Jude Hannam, Denise Wells, John Lockton (item 8 onwards) & Parish Clerk Sara Beckett.
4 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. The Chairman spoke of the sad passing of Queen Elizabeth II, reflecting on her life of service and respect for her reign. The monarchy has provided continuity and stability for our country which we should be very thankful for and is now in the hands of her son King Charles III. A moment of reflection was taken by all those present.
3. Councillor Wells was welcomed to the council having been co-opted at the last meeting.
4. Apologies were received from Parish Cllr Nuttall with reasons given ~ approved & **RESOLVED 22/09/04**. Apologies were noted from County Councillor Martin Foley & District Councillor James De Vries.
5. Declaration of Members' Interests and notice for dispensations. ~ Cllr Hannam declared an interest in item 12[d]
6. The Minutes of the Parish Council Meeting held on **28 July 2022** were accepted and approved. **RESOLVED 22/09/06**. The Chair signed them as a true record.
7. **Co-option for Councillor Vacancy** ~ an application for co-option to Hadstock Parish Council had been received from John Lockton. Details of qualification for the position of councillor were confirmed. There were no questions from the Council or from the candidate. Cllr Albrow proposed that John Lockton should be co-opted to the Council. The vote was unanimous **RESOLVED 22/09/07**. Councillor Lockton signed a form of acceptance of office and joined the meeting as a Councillor.
8. **Public participation** ~ A member of the public spoke of the recent delivery of salt and suggested that some bags should be dispersed around the village i.e. Bartlow Road, telephone box. Another member of the public spoke of [i] a future application by the Hadstock Society for the Parish Council to consider meeting the full costs of the archive website for consideration in the budget process. [ii] reminded all of some recent videos uploaded onto the website, one having featured an observatory and was concerned that a planning application was seeking to demolish an observatory (It was observed that the planning application for Holly Cottage referenced a conservatory not an observatory so all was well) [iii] wished to congratulate the Parish Council on the work around concerns of road closures and the success of working with County Councillor Foley. Thanks were expressed by Hadstock Parish Council to County Councillor Foley for his genuine help in trying to help and resolve the highways issues of many descriptions.
9. **County Councillor's report** ~ Cllr Foley had sent his report which had been previously circulated to Councillors Items were mostly included on the agenda and would be on file
10. **District Councillors report** ~ Cllr De Vries had sent his report previously circulated to Councillors and on file
11. **Action points and matters arising from previous meetings:**
[a] **Clerk's report** ~ on file, most items included on the agenda apart from an issue of interred ashes which was passed to a representative of the Church. Issues with salt delivery were noted and thanks to the resident (Bill) who very kindly assisted in the removal and more appropriate location to store.

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

[c] Opportunity for Councillors to update with information ~ all relevant items were to be included in the agenda

12. Planning Application/s ~

[a] **UTT/22/2365/LB** | Erection of single storey rear extension and refurbishment of outbuilding to supply ancillary accommodation (amended scheme to that approved under Listed Building Consent

UTT/14/3765/LB) | Chestnut House Linton Road Hadstock Essex CB21 4NU The Parish Council discussed this planning application in detail and the **RESOLVED 22/09/12a** decision was NO OBJECTION

[b] **UTT/22/2364/HHF** | Erection of single storey rear extension and refurbishment of outbuilding to supply ancillary accommodation (amended scheme to that approved under planning permission

UTT/14/3764/HHF) | Chestnut House Linton Road Hadstock Essex CB21 4NU The Parish Council discussed this planning application in detail and the **RESOLVED 22/09/12b** decision was NO OBJECTION

[c] **UTT/22/2396/LB** | Addition of 21 no. removable solar photovoltaic panels to the flat roof | The Control Tower Bowers Lane Hadstock Essex CB10 1XQ . The Parish Council discussed this planning application in detail and the **RESOLVED 22/09/12c** decision was NO OBJECTION

[d] **UTT/22/2148/FUL** | Erection of standalone solar panels to the rear to provide electricity for domestic property | Yew Tree Barn Linton Road Hadstock Cambridge CB21 4NU The Parish Council discussed this planning application in detail and the **RESOLVED 22/09/12d** decision was NO COMMENT

[e] **UTT/22/2552/DOC** | Application to discharge condition 4 (Great Crested Newt Method Statement) 5 (Biodiversity enhancement layout) 6 (External materials) attached to **UTT/22/1278/FUL** | The Mill Linton Road Hadstock Essex CB21 4NU This was noted.

13. Decisions made by UDC on planning applications ~ **UTT/22/1609/HHF** | Demolition of existing conservatory. Erection of single storey side and rear extensions. Proposed new store with canopy to existing stables. Proposed new 1.8m gate to driveway | Holly Cottage 1A Bilberry End Hadstock Essex CB21 4PE This was noted as **APPROVED with condition gate is inward facing**

14. Local Plan update ~ Following a recent communication from UDC it has been announced that the preparation of the Local Plan has been delayed. A series of meetings will inform a new timetable to be announced in the future. The 2005 adopted local plan remains.

15. Projector use for Parish Council meetings ~ The use of a projector was discussed, particularly in relation to being able to share planning applications. It was suggested that a trial should be conducted prior to deciding if the matter should be progressed further. **ACTION** Cllr Lockton may be able to source one.

16. Assets Of Community Value ~ The Clerk advised that the following were currently registered as community assets but the registration was due to expire in December 2022.

[a] Recreation Ground

[b] Village Green

[c] Village Hall

A discussion followed where it was agreed that the Clerk should complete the process of re registering a-c. **RESOLVED 22/09/16** Further assets were discussed e.g. Phone box and pieces of land. **ACTION** Clerk to check status of phone box and councillors to consider further for next meeting.

17. Emergency Planning ~ The Parish Council have a previous emergency plan which is out of date and possibly would not comply with GDPR. It was suggested that a working group could be set up (Clerk+ 2) to prepare a draft plan appropriate to the village and to be mindful of keeping it updated. It should be a document owned by the Parish Council with guidance and details of contacts. It was **RESOLVED 22/09/17** that Cllrs Wells & Lockton would lead this in consultation with the Village and groups.

18. Tree planting ~ the Jubilee oak and orchard trees (apart from 2) have survived the hot summer & thank you to Bill Richards who has been keeping on top of their water requirements. To discuss further planting and replacement at the next meeting.

[b] UDC planting scheme was explained & discussed. The Clerk had expressed interest and notified UDC of the intention to participate. It was **RESOLVED 22/09/18b & ACTION** that the Clerk would respond further to UDC and to ask about ownership of land, suitability of Village Hall hedging, pond on Walden Road, would fruit trees on the Recreation Ground qualify and when the scheme ends (pot of Money).

- 19. Policing our parishes** ~ The Police Community Support Officer (PCSO) had requested 'invitations' to Village events. **Suggestions:** Clerk to **ACTION** and notify PCSO Morris
 Village Hall 'Thank you' event
 The Annual Parish Meeting
 Send Magazine ~ to obtain address.
 Register Hadstock Info
- 20. Lens Path** ~ Cllr Albrow reported that an inspection had been carried out to ascertain the number of posts (now 20 years old) that require attention. It was noted that the brambles are starting to encroach It was **RESOLVED 22/09/20** to replace those marked in red paint (approx.33) **ACTION** Clerk to obtain quote for replacement and installation of posts and clearing of brambles.
- 21. Governance** ~
- [a] Hadstock Parish Council's external audit arrangements for the next 5 years of 2022-2027 was explained by the Clerk. **All authorities require an appointed external auditor even if the authority meets the criteria to qualify for exemption (which currently Hadstock Parish Council claims as income or expenditure is below £25,000)** If the Council opted out of arrangements provided for External Audit by The Smaller Authorities' Audit Appointments (SAAA) this could involve substantial additional costs to the Council and time of the RFO. All councils in the UK that qualified to remain in the scheme offered by the SAAA did so for the last period and none opted out to make their own arrangements. It was recommended by the Clerk that Hadstock Parish Council should remain in central procurement regime managed by SAAA **RESOLVED 22/09/21a**
- [b] Training ~ the Clerk had requested to attend 5 focus sessions related to CiLCA training at a total of £100 + VAT **RESOLVED 22/09/21b**
- 22. Provision of adult outside gym equipment** how to progress ~ it was decided that this could be investigated further by the Clerk in terms of finance and grant as within the current budget there would be no specific allocation and whilst reserves are adequate, they have been utilised in recent years for projects. If a Councillor would like to prepare a proposal, then that could be considered.
- 23. Arrangements for Remembrance Day** It was proposed that a donation be given to the Royal British Legion (RBL) for the purchase of a poppy wreath under s137 **RESOLVED 22/09/23 ACTION** Cllr Albrow to purchase for reimbursement
- 24. FINANCE 2022/2023**
- [a] The Finance report and bank reconciliation to date 2022/23 to date were noted (*Chair to sign*)
- [b] It was agreed to approve payments listed below **RESOLVED 22/09/24a**
- [c] No invoices were received after Agenda issued.
- [d] It was agreed to the addition of Cllr J Hannam to the Barclays bank mandate as a signatory. **RESOLVED 22/09/24d**
- [e] Distribution of surplus funds following the Jubilee event in June 2022~ Councillor Albrow explained that prior to receiving funding from UDC it had been resolved to donate any surplus funds to the Village Hall. With substantial funding received resulting in a larger event the surplus of funds was being revisited noting the required 6 months since the previous resolution. It was resolved that a payment might be made for the use of the Village Hall over the Jubilee weekend. The best way would be for the Village Hall to raise an invoice to the value of £90.00 **RESOLVED 22/09/24e ACTION** Clerk to notify Village Hall Committee
- [f] The request from Village Hall Management Committee (VHMC) for financial help towards the cost of installing a lock on the oil storage tank was discussed in detail & deferred in conjunction with item [g]
- [g] The consideration of allocating /the granting of monies from Cllr DeVries total value £452.00 This item together with item [f] was deferred, noting that £175.00 had been ear marked to the Hadstock Society. To reconsider if further proposals if put forward by VHMC **RESOLVED 22/09/24f&g ACTION** Clerk to notify VHMC
- [h] To approve delegated decisions made by Clerk/RFO **RESOLVED 22/09/24h**
- I. the purchase of a replacement salt bin for Bilberry End ~as per finance schedule
 - II. the purchase of dog bags ~ as per finance schedule

III. the purchase of tarpaulin £14.00 purchased 27 September 2022 not on schedule this month.

Cheque	Payee	Description	Net amount	VAT	Total
101391	HMRC	PAYE Q 2	58.8		58.8
101392	Hadstock Village Hall	Village Hall Hire charges April- September 2022	120.00		120.00
101393	Ms S A Beckett	Clerks Salary Month 5 August	332.34		332.34
101394	Ms S A Beckett	Clerks Salary Month 6 September	338.35		338.35
101395	BinShop	Salt Bin	62.89	12.58	75.47
101396	JRB Enterprises	Dog bags	57.8	11.56	69.36
101397	SLCC	CiLCA focus sessions 1-5 Clerk	100.00	20.00	120.00

25. Highways ~

[a] Highways Panel ~ Councillor Foley has been very helpful in trying to get some action to repair the damage on Bartlow Road following Highways informing him that no action would be taken, which is unacceptable. The Highways panel have this as being in validation with the design team as is Moules Lane. The Clerk has sent further photos and what3words location for Bartlow Road as requested by Highways ~ to await further update.

[b] Speed watch report ~ 2 sessions recently which continues to demonstrate the problems of speeding in the Village and the lack of constraints available. In light of the departure of the liaison officer it is vital to restart engagement to express our concerns and hopefully get a resolution of the problems. Volunteers are still needed to action this useful operation

[c] Quiet Lanes ~ The Clerk said that she had not prepared very much info on this subject but reported of positive personal experience. The suitability of Bartlow was questioned but as a single track would be worth considering. Councillors were urged to review document previously sent.

[d] Twenty is Plenty ~ Clerk reported that following communication with Cllr Gadd from neighbouring Town of Saffron Walden where a successful scheme had been implemented it was proposed to have a zoom conversation to see how Hadstock Parish Council might follow suit.

[e] Road Closures ~following notification that the B1052 would be closed for 5 days at Little Walden the Clerk in conjunction with Cllr Foley progressed means of changing this to traffic lights as a way of managing the traffic. This was mostly achieved except for a brief road closure for a matter of hours which was deemed necessary by the contractors UK Power Networks.

26. Parish Land Report & PRoW's ~ nothing to report other than an audit of salt bins and suitable locations

27. Recreation Ground Report ~

[a] It was confirmed that the recreation ground is in good order following a visual inspection It was noted that the Jubilee Oak tree had been resurrected thanks to be watered by Bill. Arrangements will need to be discussed for future grass cutting equipment.

[b] It was confirmed that the play equipment had been visually checked and was useable

28. Village Hall Report~ report on file

29. Items for the next Agenda The Chair reminded councillors that requests for items for consideration can be made to the Clerk in good time for inclusion.

i.filing cabinet

ii.salt bin for Walden Road

iii. grass cutting equipment

30. It was noted that the next meeting of Hadstock Parish Council will take place in the Village Hall on Thursday 27 October @7.30pm.

The meeting was closed at 21.58 pm by the Chairman.

..... Chairman.

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