

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council Meeting

Held on

Thursday 24 November 2022

at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors: Rick Albrow (Chair), Keith Nuttall, Jude Hannam & Parish Clerk Sara Beckett.

There were 3 members of the public.

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 Parish Cllr Lockton with reasons given. Apologies were received from Cllr Wells ~ both were approved & **RESOLVED 22/11/02**.
Apologies were noted from County Councillor Martin Foley & District Councillor DeVries
3. Declaration of Members' Interests and notice for dispensations. ~ none
4. The Minutes of the Parish Council Meeting held on **26 October 2022** were accepted and approved. **RESOLVED 22/11/04**. The Chair signed them as a true record.
5. **Public participation** ~ Richard Dolby representing The Hadstock Society spoke to proposals previously sent to the Parish Council requesting additional funding support for the Hadstock Society element of the village website. A member of the public also spoke in support for the Hadstock Society's request. It was noted that the request would be considered as part of the budget process.
6. **County Councillor's report** ~ no specific report.
7. **District Councillors report** ~ an email was received late in the day reporting on, zero carbon communities grant scheme, the local plan, design code and Christmas parking
8. **Action points and matters arising from previous meetings:**
 - [a] **Clerk's report** ~ all matters included for update/discussion on the agenda on file.
 - [b] **Councillor's report** ~ other than items on the agenda the following was provided by Cllr Albrow for information only:
 - A draft Local Plan by Summer 2023 – for consultation with Parish Councils, residents, developers, government bodies, Essex County Council, neighbouring district councils and any other interested parties.
 - Building on the work of the preferred options document to make it clearer.
 - Where development would be – site assessments including information previously provided from Parish Councils.
 - Proposed Local Plan published by Summer 2024 – this would be the plan that Uttlesford District Council (UDC) wanted to adopt and would be submitted for examination by the Planning Inspector
 - The chief executive Peter Holt had communicated that villages without the necessary social and physical infrastructure would not be subject to allocated development

It was also noted that the result of the Boundary Commission had been published and whilst this did not affect Hadstock directly the inclusion of some areas previously associated with Chelmsford would now be in the constituency of Saffron Walden

[c] Opportunity for Councillors to update with information ~ Cllr Hannam reported of concerns expressed to her related to parking in the Village. These should be reported to Essex Highways which can be done through the portal.

9. **Planning Application/s** ~ UTT/22/2836/CLP | Station a mobile home for use as an Annexe for family use Monks Hall Bowers Lane Hadstock Essex CB10 1XQ was noted and no comment as this was seeking an opinion of lawfulness from UDC or whether planning approval might be required for the future.
10. **Decisions made by UDC on planning applications** UTT/22/1278/FUL The Mill Linton Road conditions 4 5 and 6 discharged in full
11. **Provision of Christmas Tree update** ~ Cllr Hannam reported that FDL had confirmed donation of tree for the village but it was doubtful that it would arrive by the weekend when a celebration had been planned. The celebration would still go ahead as planned and the tree would be lit soon after arrival. It was suggested to invite the contact from FDL to the 'light up' and to make it widely known that the tree has been kindly donated by FDL.
12. **Emergency Planning** ~ updates not available from Cllrs Wells & Lockton so in their absence this item was deferred
13. **Salt Bin** ~ the provision of a salt bin on Walden Road was discussed and **RESOLVED 22/11/13** not to proceed. The salt bin on Bartlow Road still requires replacing. The item has been located and assured of attention to install.
14. **Lens Path** ~ [a] no updates or reports to note other than
[b] The 2 quotes to replace 30 x 4" wooden posts on fence at side of path. To cut back and chop up bramble etc and blow back into hedge to rot down were discussed particularly in relation to finances for the current year and the 2023/24 budget. It was felt that the work was not of an urgent nature and as there was no allocation in this year's budget and due to the pressures of next year's budget this indicated that this should not be progressed as this stage. **RESOLVED 22/11/14b** not to progress with the replacement of the posts. **ACTION** Councillors would endeavour to cut back the vegetation.
15. It was agreed to [a] purchase a filing cabinet with appropriate internal files for Parish Council storage ~ up to the amount of £100.00 (to be situated in Village Hall store room) **RESOLVED 22/11/15a**
[b] It was approved that Cllr Albrow should purchase a suitable cabinet as approved at 15a **RESOLVED 22/11/15b**
16. **Governance** ~
[a] It was noted that there is an additional bank holiday Monday 08 May 2023
[b] Coronation of King Charles III ~ the Village Hall committee have yet to discuss this so deferred for further discussion by HPC until January 2023
[c] The Clerk presented the report for purchase of new accounting system to commence on 01 December 2022, prior to full integration of the accounts on 01 April 2023. The use and benefits were further discussed and approved to purchase at a total cost of £375.00 + VAT for the first year, which are set up costs £147.00 + VAT and annual fee £228.00 + VAT
[i] Allow for costing when preparing budget for 2023/24 and beyond. Cost currently for subsequent years = £273.60 + VAT NOTED
[ii] Approve subscription to Scribe at cost for 1st year = £ 375.00 + VAT **RESOLVED 22/11/16cii**
[iii] Delegate to the Clerk authority to inform Scribe of the intention of commencing use from 01 December 2022 allowing time to make any necessary arrangements for a smooth transfer for commencement on 01 April 2023 in conjunction with the Chair. **RESOLVED 22/11/16ciii**

17. FINANCE 2022/2023

[a] The Finance report and bank reconciliation to date 2022/23 to date were noted & signed by the Chair.

[b] The expenditure against budget for 2022/23 was noted within the budget report

[c] The payments listed below were agreed and approved **RESOLVED 22/11/17c**

Cheque	Payee	Description	Net amount	VAT	Total
101403	EALC	Councillor training (DW) 2 days	180.00	36.00	216.00
101404	Ms S A Beckett	Clerks Salary Month 8 November.	335.35		
101405	Scribe	Accounting system	375.00	75.00	450.00
101406	Mr R Albrow	Royal British Legion poppy wreath	19.98	4.00	23.98
101407	East of England Apple & Orchard Project	Fruit trees for recreation ground	125.00		125.00

[d] No invoices were received after Agenda issued.

[e] Cllr Albrow presented the draft budget for 2023/24 as previously circulated. Explanations were given line by line and appropriate amendments made following a detailed discussion, noting previous year's calculations. Examples of precept requests against band D payments per household were discussed recognising the impact of the current possible financial restraints on households. Revised figures will be prepared following this discussion with knowledge of the tax base figure from UDC which forms the basis of the band D calculation. A further draft budget will be presented prior to the January meeting to allow for approval and resolution at the next meeting before setting the precept demand by resolution.

[f] whilst a decision had previously been made to progress internet banking further (October 2021). The Clerk reported that to date for this financial year a far lesser amount had been spent of postage than the charges associated with internet banking. The process of authority was further explained and suggested that it might be more onerous and time consuming for councillors. The Clerk was also keen to limit screen time in general. Following a discussion, the decision was made to continue banking with Barclays and to still utilise payments by cheque and not progress with internet banking for HPC. **RESOLVED 22/11/17f**

18. Tree planting ~ [a] It was noted that HPC have been granted permission from UDC to purchase trees for the Orchard project and hedging for the Village Hall & pond (Walden Road) and to reclaim cost from UDC. The orchard trees have been ordered with delivery early next year.

[b] The Village Hall Committee has not met to discuss if they wish to proceed with planting of hedges at Village Hall. **ACTION** Cllr Nuttall to notify the Clerk

[c] still to confirm that the 'Pond group' wish to proceed with planting of hedges at Walden Road

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

[a] Highways Panel ~ the Clerk reported that from the minutes of the last meeting of 24 October 2022

i) the Bartlow Rd junction signage had been approved *Improved signage on the approach to the junction with Bartlow Road LUTT202004 for completion Q4 cost £6500.00*

ii) Bartlow Road verge & passing places, *Bartlow Road, Hadstock -Passing places and kerbing Measures to protect the verges from overrun LUTT212023* still at the validation stage

iii) Moules Lane drainage/verge *Drainage leading to the recreation ground and measures to protect the verge LUTT212036* still at the validation stage

[b] road closures had been reported through Hadstock Info but diversions were unclear fortunately no problems reported to HPC

[c] Quiet Lanes ~it was reported that this would/could work well with 20 is plenty

[d] Twenty is Plenty webinar was reported by Cllr Albrow, Cllr Nuttall & Clerk. It was discussed and felt that it was a relevant to the Village in trying to reduce the speed of traffic passing through and would seek ways to progress this. To discuss with Cllr Foley next week at a meeting that has been arranged with Councillors of HPC and Highways.

[e] **The motion considered by** Hadstock Parish Council (previously published) was amended to read

- Hadstock Parish Council supports the *20's Plenty for Essex* campaign; and will consult with residents on the twenty mile an hour limit in Hadstock

The ways in which a consultation would take place will be discussed in the future. It was suggested that Adrian Berendt might be invited to the Annual Parish Meeting or seek permission to use his slides and hold a public meeting to enable the Village to make an informed decision.

20. **Parish Land Report & PRow's** Cllr Nuttall reported the clearing of 2 trees but nothing further reported for attention.
21. **Recreation Ground Report ~**
[a] The recreation ground is in good order. **ACTION Cllr Albrow** will carry out a visual tree inspection with Mr Richards
[b] All play equipment had been visually checked and useable
22. **Village Hall Report ~** Cllr Nuttall reported that the heating system required some attention and nothing else further to report as the last meeting of the VH Committee had been cancelled
23. The Clerk had noted items for next agenda which included the budget detail
24. It was proposed to exclude members of the public in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) due to the confidential nature of the items to be discussed **RESOLVED 22/11/24**
25. Councillors resolved to authorise a recent pay award to the Clerk/RFO as per NALC agreement at LC1 SCP5 to be implemented & back dated to April 2022. 1 day increase in holiday entitlement with effect from 1 April 2023. To also inform payroll **RESOLVED 22/11/25***
26. **It was confirmed that the next meeting of Hadstock Parish Council will take place in the Village Hall on Thursday 26 January 2023 @7:30pm**
27. **The meeting was closed at 21.40 pm by the Chairman.**

..... Chairman.

Signed as a true record and **RESOLVED** to approve on 26 January 2023

***confidential detail is minuted separately**