

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council Meeting

Held on

Thursday 23 February 2023

at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors: Rick Albrow (Chair), Keith Nuttall, Denise Wells, John Lockton, David Johnson (item 6 onwards) & Parish Clerk Sara Beckett.

Two members of the public were present

1. The Chair welcomed all to the meeting, reminded Councillors of the fire safety procedure and announced that proceedings may be filmed or recorded.
2. Apologies from Cllr J Hannam were received and approved **RESOLVED 23/02/02**
Apologies were noted from County Councillor Martin Foley. District Councillor DeVries was absent
3. Declaration of Members' Interests and notice for dispensations. ~ none required
4. The Minutes of the Parish Council Meeting held on **26 January 2023** were accepted and approved. **RESOLVED 23/02/04**. The Chair signed them as a true record.
5. **Co-option for Councillor Vacancy** ~ an application for co-option to Hadstock Parish Council had been received from David Johnson. The Clerk confirmed details of qualification for the position of councillor. There were no questions from the Council or from the candidate. Cllr Albrow proposed that David Johnson should be co-opted to the Council. The vote was unanimous **RESOLVED 23/02/05**. Councillor Johnson signed a form of acceptance of office and joined the meeting as a Councillor.
6. **Public participation** ~ A member of the public suggested that the fencing of the play equipment needs surface protection and that a resident may be interested in helping with this, under supervision.
7. **County Councillor's report** ~ Cllr Foley had previously sent a report via email concerning highways (reported later in the meeting) and that Essex County Council are operating a booking system at their recycling centres. Increase in council tax expected
8. **District Councillors report** ~ None
9. **Action points and matters arising from previous meetings:**
 - [a] **The Clerk reported** on the following items:
 - Green skip schedule has been published but still no invoice for payment from 2022.
 - Precept demand sent and received by UDC
 - Bank mandate has been resolved and Cllr Hannam is now a signatory.
 - Scribe training has commenced.
 - The Clerk had received a phone call asking the Parish Council's view of a plot of land for sale in the Village ~ advised no comment would be made.
 - Both the Clerk & Cllr Lockton had attended the Thaxted area forum (Zoom) ~ Elections, Planning & Grant funding & gave a report.
 - No reimbursement as yet from UDC for Heritage orchard and hedge planting
 - Completed & returned Local Plan survey
 - Coronation funding available up to £700.00 applications close 13 April 2023.
 - Playground Inspection 19 April 2023

All other matters were included for update/discussion on the agenda.

[b] Councillor's report ~

- Salt bin on Bartlow Road has been replaced.
- Village Volunteer maintenance group has yet to be formally co-ordinated for strimming and vegetation removal

[c] Opportunity for Councillors to update with information ~ None

10. Planning Application/s ~ UTT/22/3492/HHF amendment noted

11. Decisions made by UDC on planning applications None

12. Governance ~

[a] Councillors considered recipients for the Parish Council charitable donation of £100.00. Following a discussion and noting suggestions received previously it was approved to donate £50.00 to Addenbrookes Charitable Trust (<https://act4addenbrookes.org.uk/donate/>) and £50.00 to Uttlesford Food Bank (<https://uttlesford.foodbank.org.uk>) **RESOLVED 23/02/12a**

[b] It was noted that the Clerk used delegated powers to authorise the Green Skip for 2023 and clarified the timings.

[c] The detail of Parish & District Council elections 04 May 2023 was discussed and noted. A timetable from UDC was given to all councillors. Nominations to be received at UDC by 04 April 2023. **ACTION** Cllr Albrow will inform magazine. **ACTION** Clerk will email links for nomination to current councillors which can be completed in VH before next meeting at 7:00pm 30 March 2023.

13. FINANCE

[a] The Chair invited questions on the finance report noting the bank reconciliation which he signed together with the relevant bank statement.

[b] The payments listed below were agree and approve **RESOLVED 23/02/13b**

Cheque	Payee	Description	Net amount	VAT	Total
101409	Ms S A Beckett	Clerks Salary Month 11 February 2023	361.01		361.01
101410	Hadstock Village Hall	Village Hall Venue hire	20		20
101411	Ms S A Beckett	Travel expenses	108		108
		Printing costs	33.3	6.66	39.96

[c] To agree and approve appropriate invoices received after Agenda issued if necessary. ~ none

[d] It was agreed an application for funding for an event to mark the Kings Coronation up to £700.00 from UDC would be applied for in consultation with a resident who is lead for the event with Cllr Hannam

RESOLVED 23/02/13d ACTION delegated to Clerk

14. Lens Path ~ Cllr Nuttall gave a detailed report following a recent physical investigation of the ditch adjacent to Lens Path & Linton Road. Problems associated with regular flooding and the over flow onto the highway were discussed and identified to a certain degree. Cllr Nuttall described the work that had been undertaken to elevate a blockage and described the historic events that have sought a resolution with ECC Highways and the land owner previously with no satisfactory outcome. The Parish Council would attempt to clear and manage the ditch as much as is safely possible when required. **ACTION** Village volunteer maintenance group will endeavour to cut back the vegetation along the pathway and around benches. It was noted that the Parish Council had carried out considerable work at the zoo end of the Path in recent times. The Parish Council may wish to revisit the responsibility of maintenance of the ditch in the future.

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

[a] Highways ~ Cllr Nuttall had nothing specific to report.

[b] Highways panel ~ repairs to Bartlow Road. The Clerk reported an update from email exchanges with the Highways Liaison Officer Sarah Tomlin. It would appear that in fact, the Bartlow Road issues, which we had identified via What3Words, have not been isolated from the Highways Panel Scheme but rather reported via the online portal and waiting for Inspection. The correspondence received from Cllr Foley showed that both Bartlow Road & Moules Lane issues were still in Validation. The signage at the junction of Bartlow Road/Linton Road/Walden Road should be in situ by the end of March 2023 at a cost of over £6000 (an

item that the Parish Council had not requested or indicated as being urgent (i.e., less than 2 years to action.)

[c] Speed watch~ Cllr Nuttall reported that speed watch is being regularly undertaken now that the weather has improved and the evenings are lighter. **ACTION** Cllr Nuttall will write a piece for the Magazine asking for more volunteers.

16. Parish Land Report & PRow's ~ no reports received.

17. Recreation Ground Report ~

[a] The temporary placement of a resident's bench on the recreation ground was noted.

[b] Cllr Albrow reported that the annual grass and vegetation maintenance had commenced. It was confirmed that the recreation ground is in good order.

[c] All play equipment had been visually checked and is useable. Two councillors had carried out a visual inspection and minor repairs had been carried out to the fencing around the play equipment. It was noted that the quality of the fencing was not as good as had been anticipated. To review repair to picnic bench seat after Playground inspection. Cllrs Wells and Johnson will also carry out additional visual inspections and check equipment when feasible.

The matting area under the swings will need to be swept. **ACTION** Cllr Albrow

18. Village Hall Report ~ Cllr Nuttall reported that the heating problems had been rectified as had the electrical faults in the entrance hall. Work is being carried out to improve the function of the areas at the front and surrounding the hall. Events are going well.

19. Tree planting ~

[a] Cllr Albrow reported that the planting of 2 replacement and 3 additional fruit trees in the Heritage Orchard on Recreation ground had recently taken place.

20. Emergency Planning ~ report presented by Cllrs Wells and Lockton. The previous emergency plan needed updating, so the updated plan is now taking shape. The draft was circulated previously to all councillors for comment. Updated contact details have been added with permission of the individuals, more contacts still required and will be sought. It was confirmed that in such an event and if feasible, the Church Bells can toll. A brief discussion followed and it was decided to have copies available at the Annual Parish Meeting (APM) on Friday 17 March 2023 and for Cllr Lockton to present a brief report inviting comment in preparation for the final document being approved by Hadstock Parish Council before sending to UDC.

21. Vulnerable residents ~ Cllr Lockton opened a discussion about residents who may for various reasons be vulnerable and how if anything the Parish Council might be able to assist. It was felt that whilst it is a concern of the Parish Council the overall responsibility sits with other levels of local government or groups. Many factors need to be considered not least GDPR and safe guarding. Cllr Johnson is undertaking some training in relation to this subject and will report further. To revisit as an agenda item in the future.

22. To note the Annual Meeting of the Parish is Friday 17 March 2023 @ 8:00pm in the Village Hall

23. The following items were noted for next agenda ~ meeting with NextNorth requested by Cllr Nuttall

24. To note the next Meeting of Hadstock Parish Council will take place in the Village Hall on

Thursday 30 March 2023 @7.30pm

25. The Chairman closed the meeting @ 21.20pm

..... **Chairman.**

Signed as a true record and RESOLVED to approve on 30 March 2023