

HADSTOCK PARISH COUNCIL



Members of the Council are hereby summoned to attend
Hadstock Annual Parish Council Meeting on
Thursday 18 May 2023
at 7.30 pm at Hadstock Village Hall
to transact the business as stated on the Agenda

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting. Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. report or comment on the proceedings in writing, during or after a meeting or orally after the meeting

AGENDA

1. The previous chair of Hadstock Parish Council will read fire safety notice and announce that proceedings may be filmed or recorded and then invite nominations for the Election of Chairman of Hadstock Parish Council for 2023/24 **VOTE REQUIRED** Chair to sign acceptance of office and take the chair.
2. Apologies and approval of reasons for absence **VOTE REQUIRED**
3. Election of Vice Chair ~ **VOTE REQUIRED** Chair to sign acceptance of office
4. Election of members to Committees and Council Representatives if required :
 - [a] Chair to Planning Committee **VOTE REQUIRED**
 - [b] Village Hall representative **VOTE REQUIRED**
 - [c] councillor responsible for the Village defibrillator **VOTE REQUIRED**
 - [d] councillor responsible for routine inspection of recreation ground, play equipment & dog bags **VOTE REQUIRED**
 - [e] webmaster **VOTE REQUIRED**
5. Declaration of Members' Interests & to remind Councillors of the need to keep up to date their Register of Members' Interests and to receive any Members' Dispensations.
6. To receive and confirm the Minutes of the Parish Council Meeting held on **27 April 2023** are a true record **VOTE REQUIRED**
7. **Public participation** An invitation to members of the public to put questions/statements of not more than 5 minutes duration. No resolutions can be made but Councillors are very happy for matters relating to the Parish to be brought to their attention.
8. To receive and note any report from the District Councillor ~ Councillor Moran
9. To receive and note any report from the County Councillor ~ Councillor Foley
10. To note the Clerk/RFO has successfully achieved The Certificate in Local Council administration (CiLCA)
11. To adopt the general power of competence by confirming that it meets the criteria for eligibility as described in the Localism Act 2011 s1(1)
 - i. the number of councillors elected at the last ordinary election must equal or exceed two thirds of its total number of councillors
 - ii. The clerk must hold at least one of the sector-specific qualifications and should have completed the relevant training designed as part of the National Training Strategy for local councils.

Hadstock Parish Council confirms I & ii and therefore adopts the general power of competence to be held until the next ordinary election. **VOTE REQUIRED**

12. Action points and matters arising from previous meetings: Updates for information only. (no resolutions will be made)

- a. Report from Clerk
- b. Report for Councillors
- c. Opportunity for Councillors to update with information

13. Planning Application/s

[a] UTT/23/0983/LB | Internal and fenestration alterations, external staircase, retention of existing air source heat pump | The Control Tower Bowers Lane Hadstock Essex CB10 1XQ

[b] UTT/23/0982/HHF | Internal and fenestration alterations, external staircase, S73A retrospective installation of air source heat pump | The Control Tower Bowers Lane Hadstock Essex CB10 1XQ

14. To note decisions made by UDC on planning application/s ~ none at the time of the agenda

15. Governance :To note and approve

[a] that standing orders, financial regulations previously approved remain **VOTE REQUIRED**

[c] risk assessment for year end March 2023 **VOTE REQUIRED**

[d] the Asset register has been reviewed which will be restated during 2023/24 **VOTE REQUIRED**

[e] to agree Annual Insurance renewal due 01 June 2023 **VOTE REQUIRED**

[f] To appoint the Internal Auditor for 2023/24 **VOTE REQUIRED**

[g] to discuss and approve training sessions **VOTE REQUIRED**

i.planning

ii. code of conduct

iii.highways

[h] update from Coronation event and review expenditure.

[i] approval for Clerk to seek removal of 2 signatories from Barclays bank

[j] approve a further Councillor signatory for Barclays Bank to have full authority

[k] approve Clerk/RFO to correspond and discuss banking arrangements only (not a signatory) with Barclays Bank

16. FINANCE 2022/2023

[a] To note Finance report and bank reconciliation to date for 2022/23 to date(*Chair to sign*)

[b] To note council's expenditure 2022/23 under section 137 of the Local Government Act 1972 as no General Power of Competence. ~ i.donation to Addenbrookes Charitable Trust £50.00 ii. donation to Uttlesford Food Bank £50.00 & iii.£23.98 to Royal British Legion for wreath.

[c] To agree and approve payments listed below **VOTE REQUIRED**

[d] To agree and approve appropriate invoices received after Agenda issued if necessary. **VOTE REQUIRED**

[e] To review tree work prior to payment

Cheque	Payee	Description	Net amount	VAT	Total
101434		Saffron Walden Ice creams	170.00	34.00	204.00
101434	Gallagher Insurance	Annual Insurance renewal	528.85		528.85
101435	Ash Tree Services	Tree surgery	650.00		650.00

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

[a] Highways Panel ~ to receive any update with reference email from Peter Holt of UDC

[b] Village Highway concerns & report ~

[b] Speed watch report ~

[c] to receive an update re road closures & traffic management

18. Parish Land Report & PRoW's ~ discuss any issues and approve actions required

19. Lens Path ~ to receive any update note reports and approve any actions required

20. Recreation ground ~

[a] To discuss annual playground report and approve any actions required

[b] Playground equipment report

21. Village Hall Report

22. Emergency Planning~ to receive an update Cllrs Lockton & Wells Approve associated actions

23. To consider a schedule of Parish Council Meetings and the Annual meeting of the Parish 2023/24

24. To note the next ordinary meeting of Hadstock Parish Council will be notified

Sara Beckett

Clerk to Hadstock Parish Council 11 May 2023