

## HADSTOCK PARISH COUNCIL



### Minutes of Hadstock Parish Council Meeting

Held on

**Thursday 30 March 2023**

at 7.30pm in the Village Hall Hadstock.

**Present:** Parish Councillors: Rick Albrow (Chair), Jude Hannam, Denise Wells, John Lockton, David Johnson & Parish Clerk Sara Beckett.

No members of the public.

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 K Nuttall were received and approved **RESOLVED 23/03/02**  
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 **23 February 2023** were accepted and approved. **RESOLVED 23/03/04**. The Chair signed them as a true record.
5. **Public participation** ~ none
6. **County Councillor's report** ~ Cllr Foley had previously sent a report via email that he was still chasing Bartlow Road issues
7. **District Councillors report** ~ None
8. **Action points and matters arising from previous meetings:**
  - [a] **The Clerk reported** on the following items:
    - Barclays Bank have completed their business review of HPC
    - Email from resident about the misinformation regarding the Essex Horse Rider Volunteer Scheme
    - Email re councillor training from EALC
    - Reclaim of VAT is to be submitted
    - Clerk has nearly completed CiLCA
    - Bench moved temporarily to Recreation ground still in situ
  - [b] **Councillor's report** ~
    - Ditch on Linton Road will need a longer-term plan but in the meantime endeavour to keep clear
    - The annual meeting of the Parish was well attended
    - The Village litter pick was a successAll other matters from 8 [a]&[b] were included for update/discussion on the agenda.
  - [c] **Opportunity for Councillors to update with information** ~ Cllr Lockton reported on the Planning Parish Forum that he attended via Teams. Matters reported.
    - I. Training related to Planning to be arranged for Parish & Town Councils
    - II. Section 62A was discussed. UDC Planning officers due to meet with Planning Inspectorate to discuss way forward.
    - III. UDC were committed to engagement with developers via the Community Protocol which may be an advantage for developments within Parishes.
9. **Planning Application/s** ~ UTT/23/0554/LB | Rebuilding of outbuilding to supply ancillary accommodation updating previously approved scheme UTT/14/3764/HHF & UTT/14/3765/LB | Chestnut House Linton Road Hadstock Essex CB21 4NU. The planning application was discussed noting the conservation officer

had not objected to the application & one neighbour had supported the application HPC **RESOLVED 23/03/09** to support the application.

UTT/23/0553/HHF | Rebuilding of outbuilding to supply ancillary accommodation updating previously approved scheme UTT/14/3764/HHF & UTT/14/3765/LB | Chestnut House Linton Road Hadstock Essex CB21 4NU The planning application was discussed the conservation officer supported the application as did one neighbour. The planning application was discussed noting the conservation officer had not objected to the application & one neighbour had supported the application HPC **RESOLVED 23/03/09** to support the application.

**10. Decisions made by UDC on planning applications** ~ UTT/22/3492/HHF | Addition of up to 15 solar photovoltaic panels to pitched roof of standalone cart lodge/store and garage | Bardsfield Walden Road Hadstock Essex CB21 4NX APPROVED with conditions The photovoltaic panels hereby permitted shall only be installed on the rear (west facing) roofslope of the outbuilding APPROVED **Noted**

**11. Governance** ~

[a] Formation of a Working Group for the Village Coronation Event ~ The council discussed forming a working group and reviewed the Terms of Reference (TOR) as presented by the Clerk. The formation of a group and TOR are required for Insurance purposes and to be clear on responsibility and expenditure. The Parish Council agreed that a working group would be formed to 'Work in partnership with the community to prepare a Big Lunch Event on Sunday 07 May 2023 on the Village Green.' The Terms of reference as presented were adopted **RESOLVED 23/03/11a**

The evening Barn Dance would be organised independently by Rick Albrow

[b] Website ~ to agree a meeting of all stakeholders for planning ahead ~ the website needs guidance and regular administration in addition to updating of information ~ Cllr Nuttall to arrange a meeting **RESOLVED 23/03/11b**

[c] AGAR ~ key dates and actions were noted for completion by 30 June 2023

[d] Pension Regulator ~ the Clerk/RFO explained the detail needed to complete the re-declaration by 13 May 2023 using delegated powers this was approved by HPC **RESOLVED 23/03/11d**

[e] Insurance ~ HPC discussed the renewal review of cover required for Insurance 2023/24. It was felt that Public liability & Playground equipment was adequately covered within the policy. The Clerk to complete the renewal proposal with no amendments **RESOLVED 23/03/11e. ACTION** Cllr Albrow will review the asset register of equipment and advise of 'write offs'

**12. FINANCE**

[a] The Chair invited questions on the finance report noting the bank reconciliation which was signed

[b] The payments listed below were agreed and approved **RESOLVED 23/02/13b**

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

Cheque	Payee	Description	Net amount	VAT	Total
101419	Uttlesford Food Bank	Donation	50.00		50.00
101420	Addenbrookes Charitable Trust	Donation	50.00		50.00
101421	UDC	Green skip garden waste collection	1323.00		1323.00
101422	SLCC	Professional membership fees Clerk	112.00		112.00
101423	Ms S A Beckett	Clerks Salary Month 12 March 2023	361.01		361.01
101424	HMRC	PAYE Q4 JAN-MARCH 2023	82.8		82.8

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

[a] Highways ~ no further update

[b] Highways panel ~ no further update that can be reported at this time

[c] Speed watch ~ in Cllr Nuttall's absence it was noted that speed watch continues

[d] 20'sPlenty in Essex campaign ~ way forward was discussed & the proposal

*Hadstock Parish Council supports the 20's Plenty for Essex Campaign. The Council will write to Essex County Council urging the county wide introduction of 20mph speed limits, including in Hadstock, where pedestrians and other road users mix with speeding traffic and where it is safe to do so'* was approved **RESOLVED 23/03/13d ACTION** Clerk would inform Cllr Foley

**14. Parish Land Report & PRoW's ~**

[a] To discuss any issues reported ~ no reports received

**15. Recreation Ground Report ~**

[a] Trees on recreation ground~ following communication from a resident this was discussed. Cllr Albrow explained that a tree, the exact location was not very clear, but may be from the recreation ground, had fallen into a neighbouring property, damaging a picket fence. The offending tree had been dealt with, so no further action is required by HPC. However, there is a row of 4 lime trees which do belong to the Parish Council and on the recreation ground, require a reduction in height, as they are very close to the neighbouring property. One quote had been received. **ACTION** clerk to seek further quote. Clerk reported that the last tree survey was undertaken in October 2020. It is for the council to decide how to progress against budget for 2023/24 It would appear that whilst 4 trees are involved, it may be that any work has to be done in stages. **ACTION** Cllr Albrow to draft letter to resident advising of proposal to share costs.

**ACTION** Cllr Johnson would remove ivy from base of trees

[b] Councillors reported recreation ground is in good order ~ previously noted residents bench still in situ.

[c] Councillors confirmed that play equipment has been visually checked and useable although some pieces were showing signs of degrading and are 'tired' The Burmese bridge is safe for children but not adults due to weight disparity. The fencing requires treatment and some replacement of nails to prevent deterioration and rusting. **ACTION** Cllr Johnson would attend the Playground inspection on 19 April 2023. **ACTION** Clerk to liaise.

**16. Village Hall Report ~** in Cllr Nuttall's absence it was noted that the heating issues had been resolved and a recent quiz was very successful

**17. Emergency Planning ~** Cllrs Wells & Lockton updated HPC and felt that the response from the Annual Parish Meeting was good. From the meeting, it was suggested to advertise the plan in the Hadstock and Linton Village magazines. Further detail had been added to the plan and it was now ready to invite consultation responses from the residents. The flyer would be printed for distribution with a link to the page on the website where the full draft plan could be viewed. And the same detail would go to the magazines and Hadstock Info. Residents need to know the availability of the Emergency Plan, where to find it and how to respond. Cllr Lockton and Cllr Albrow would undertake uploading detail to the website.

**RESOLVED 23/03/13** to proceed as discussed

**18.** No further items were noted for next agenda

**19. The next Meeting of Hadstock Parish Council** will take place in the Village Hall on Thursday 27 April 2023 @7.30pm

**20.** The Chairman closed the meeting @ 21.21pm

..... **Chairman.**

**Signed as a true record and RESOLVED to approve on 27 April 2023**