

## HADSTOCK PARISH COUNCIL



Members of the Council are hereby summoned to attend  
**Hadstock Parish Council Meeting** on  
Thursday 15 June 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. Chair to read fire safety notice and announce that proceedings may be filmed or recorded.
2. Apologies and approval of reasons for absence **VOTE REQUIRED**
3. 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.
4. To receive and confirm the Minutes of the Parish Council Meeting held on **18 May 2023** are a true record **VOTE REQUIRED**
5. **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.
6. To receive and note any report from County Councillor Foley
7. To receive and note any report from District Councillor Moran
8. **Action points and matters arising from previous meetings:** Updates for information only. (no resolutions will be made) to include update of training and Parish Forum
  - a. Report from Clerk.
  - b. Report from Councillors.
  - c. Opportunity for Councillors to update with information, report concerns from residents, item for next agenda
9. **Planning Application/s** - none at the time of the agenda
10. **To note decisions made by UDC on planning application/s** - none at the time of the agenda
11. To consider the salt bag scheme for winter 2023
12. To consider applying for Essex Community Initiative fund <https://www.essex.gov.uk/news/apply-for-our-gbp350-000-community-initiatives-fund>
13. **Governance** ~
  - [a] to review & note **Policy Statement of Internal Control** **VOTE REQUIRED**
  - [b] to approve **associated** HPC Internal control statement for year end March 2023 **VOTE REQUIRED**
  - [c] To receive and approve the end of year accounts 2022/23 and reconciliation with bank account **VOTE REQUIRED**
  - [d] To note the Internal Audit Report for AGAR **VOTE REQUIRED**
  - [e] To consider, **complete** and approve Section 1, Annual Governance Statement 2022/23 of AGAR **VOTE REQUIRED**

[f] To consider and approve Section 2, Accounting Statements 2022/23, of AGAR prepared and signed by the Clerk/RFO **VOTE REQUIRED**

[g] To approve Exemption Certificate & accompanying bank reconciliation **VOTE REQUIRED**. Chair & RFO to sign

[h] Date for public rights of inspection will be noted from Tuesday 20 June 2023 to Monday 31 July 2023 inclusive being 30 working days

[i] To confirm the period of Insurance for the council being one year or fixed 3 year term

[j] Website ~ to receive an update from Cllr Lockton

**14. FINANCE 2023/2024**

[a] To note Finance report and bank reconciliation to date 2023/24 to 30 May 2023

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

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

Cheque	Payee	Description	Net amount	VAT	Total
101437	ClearTax	Annual payroll	150.00	30.00	180.00

[d] To discuss and review Clerks salary following CiLCA qualification.

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

[a] Highways ~ Cllr Nuttall

[b] Speed watch ~ Cllr Nuttall

**16. Recreation Ground Report ~**

[a] To receive an interim report following the Annual Playground Inspection ~ Cllr Johnson

[b] To confirm recreation ground is in good order

[c] To confirm all play equipment has been visually checked and useable

**17. Parish Land Report & PRow's ~ discuss any issues reported and approve actions required**

**18. Village Hall Report ~ Cllr Hannam**

**19. Emergency Planning ~ update Cllrs Wells & Lockton.**

**20. To note items for next agenda**

**21. To note the next Meeting will take place in the Village Hall on Thursday 27 July 2023 @7.30pm**

**22. Chairman to close the meeting**

*Sara Beckett*

Clerk to Hadstock Parish Council 07 June 2023