

## HADSTOCK PARISH COUNCIL



### Minutes of Hadstock Parish Council Meeting

Held on

**Thursday 28 September 2023**

at 7 30pm in the Village Hall Hadstock.

**Present:** Parish Councillors: Keith Nuttall, Jude Hannam, Denise Wells, John Lockton & Parish Clerk Sara Beckett.

Also present 1 member of the public and District Councillor John Moran

1. The Chair welcomed all to the meeting, reminded Councillors and members of the public of the fire safety procedure and announced that proceedings may be filmed or recorded.
2. Apologies were received from Cllr Johnson which were discussed and approved **RESOLVED 23/09/02**
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 – none notified or received.
4. The Minutes of the Parish Council Meeting held on **11 August 2023** were accepted and approved. **RESOLVED 23/09/04.** The Chair signed them as a true record.
5. **Public participation** ~ a member of the public informed the council that he had taken delivery of the winter salt but was disappointed to say the least that there had been no prior communication
6. County Councillor Foley had sent his apologies and would be forwarding his report.
7. District Councillor Moran reported that with reference to his communication to Essex County Council and 20's plenty scheme he has received a response detailing that they feel it is only relevant to urban areas. Cllr Moran had therefore asked to meet the Highways responsible Cabinet member in the Village (Ashdon) so that the problems can be visualised to support the need e.g. no footpaths.  
HPC requested that Cllr Moran should ask the Cabinet member to also visit Hadstock he confirmed this would be done.  
The Local Plan is due for adoption by mid-2026 with a total proposed area allocation of approximately 5000 dwellings in the emerging document. Following presentation, discussion and approval by Local Plan Leadership Group, Cabinet and Council the ***Uttlesford Local Plan 2021 – 2041 will be proposed for public consultation 3rd November 2023 to 15th December 2023.*** HPC will arrange a meeting to discuss the consultation.  
Cllr Moran also spoke of the possibility of a Unitary Council for Essex
8. **Action points and matters arising from previous meetings:** Updates for information only. (no resolutions will be made)
  - The Clerk reported:
    - reports of crime from Essex Police are monitored
    - Not successful in Lottery funding for fencing
    - Road closures continue to be monitored
    - Clerk has access to telephone banking to enable communication about HPC account
    - Coronation tree(s) to be considered before the end of the year
    - UDC landscape officer has offered trees/hedging ACTION Cllr Lockton to confer with resident
  - a. Report from Councillors:  
Overgrown hedges letter delivered

**ACTION parish land group** to continue monitoring areas in the village, particular attention required by salt bin Bartlow Road

**ACTION KN** to write article for magazine to include vacancy for Parish Councillor

**ACTION JL** Emergency Plan on ticker of www

**ACTION JL** to confer with resident re orchard trees on Recreation Ground

**ACTION KN** to chase County Councillor re Linton Road banking degradation (hole in wall)

**ACTION JH** investigate Christmas Tree

b. Opportunity for Councillors to update with information, report concerns from residents, item for next agenda

- KN reported concerns expressed by resident re speeding lorries and resulting affects~ this is an ongoing issue which HPC is continually trying to address.
- Item for future to arrange an additional meeting to discuss emerging Local Plan following approval by UDC.
- To allocate time to consider draft budgeting
- No further information re Water Tower.

9. **Planning Application/s - UTT/23/2051/LB** | Reduce the size of walls in sitting room and replace modern beam to increase the opening to 3.5m leaving approx. 500-550mm of wall at each end. | Hadstock Cottage Bartlow Road Hadstock Essex CB21 4PF Hadstock Parish Council considered this application but did not feel that they could make any additional comments to those already presented by others related to this listed building **RESOLVED 23/09/09**

10. **Decisions made by UDC on planning application/s were noted**– UTT/23/1866/OP | Outline planning application with all matters reserved except access, scale and layout for 2 no. self-built detached bungalows. | Broadmarsh Cottage 5 The Row Linton Road Hadstock Cambridge CB21 4NY **REFUSED**

11. **Governance** ~

[j] To consider donation requests received ~this item was deferred

[ii] To discuss the clerk's contract and salary point. It was **RESOLVED 23/09/10ii** that matters to be discussed as public exempt

12. **FINANCE 2023/2024**

[a] The Finance report, budget report and bank reconciliation to date 2023/24 to 30 August 2023 (previously sent to all) were discussed and noted. Specifically: venue hire, salaries, community income & expenditure, Coronation expenditure, election fees, green skip, reimbursement of CiLCA fees, trees on recreation ground

[b] The 2<sup>nd</sup> precept payment was due to be paid 21 September as notified by UDC

[c] To agree and approve payments listed below and previously sent **RESOLVED 23/09/12c**

[d] To agree and approve appropriate invoices received after Agenda issued if necessary. \* **RESOLVED 23/09/12d**

Cheque	Payee	Description	Net amount	VAT	Total
101447	Mrs S Crawley	Rent for Len's Path	15.00		15.00
101448	Ms S Beckett	Clerks' salary month 5 August	315.29		315.29
101449	Ms S Beckett	Clerks' salary month 6 September	315.49		315.49
101450	HMRC	Q2 PAYE	244.40		244.40
101451	Mr K Nuttall	Reimbursement strimmer fuel	20.42	4.08	24.50
101452	*Hadstock Village Hall	Venue hire	80.00		80.00

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

[a] Highways ~ nothing new to report but a watching brief

[b] Speed watch~ Cllr Nuttall reported that this continues with 11 vehicles exceeding (36mph+) last night. These details are sent to Essex Constabulary for further action as required.

[c] Pothole reporting update ~ County Councillor Foley has been extremely supportive of the ongoing concerns of HPC and residents. The Clerk reported that a Freedom of Information request has been submitted to ECC asking for the detail of 52 reports currently on the tracking facility of ECC www. Once a response has been received the plotting, photos and locations of those that remain and need attention can commence. It was suggested that an online form could be used on the www for ease of reporting by others

[d] 20's Plenty ~ Cllr Nuttall will continue to liaise with Cllr Moran to move this along

#### 14. Recreation Ground Report ~

[a] Councillors discussed in detail the outstanding work required on the recreation ground quotes as presented and **RESOLVED 23/09/14a to accept Q1**

Big climbing frame ~ solid in structure

To install 4 off concrete spurs to legs on the pyramid slope - £280.95

Smaller rope climbing frame ~ posts need attention to secure

Rope bridge remove rotten timbers to one end and replace with 75mmx50mm battens - £122.50

Realign gate hinges to play area - £10.

**ACTION** Wood preserving for play equipment and fencing will be required.

[b] The Signage requirements for the recreation ground were discussed and delegated power to the Clerk was given to place order for smaller cheaper signs than quote **RESOLVED 23/09/14b (18x15cm and graphic)**

[c] Other than the above which is taped off it was confirmed recreation ground is in good order

[d] Other than the above which is taped off it was confirmed all play equipment has been visually checked and useable

[e] Councillors discussed the quote for removal of a dead tree on the recreation ground as reported by Cllr Johnson ~ it was difficult to ascertain where it was so decided to defer to next meeting with Cllr Johnson in attendance

#### 15. Parish Land Report & PRow's ~ as above at 8a, vegetation on Bartlow Road needs attention **ACTION** by Village strimming group.

The Village Green was reported to have incurred some damage due to large lorries.

The broken plinth under the bench on Lens Path was discussed with presented quotes. It was decided to seek further quotes and reposition using a different method and move further back once vegetation removed **ACTION KN** to inform required residents

#### 16. To discuss fencing on Linton Road ~ following receipt of 3x quotes

All the quotes were discussed in detail but concern was expressed as to how many horizontals would need to be replaced particularly when removing the posts to resecure and included a suggestion to sponsor a post. It was **RESOLVED 23/09/16** to seek quotes for just the broken end of the fencing and to review further.

#### 17. To consider how to approach issues of Linton Road 'ditch' **RESOLVED 23/09/17** to defer to next meeting

#### 18. Hadstock Parish Council discussed neighbourhood planning for the village & the meeting with Ashdon NHP group leader. It was very similar to the Parish Plan in that public consultation was the key to success and to find out what were the wishes of the Village. It was very much felt that it would be better to consider revising the Parish Plan. Cllr Lockton had a further idea to include described in Item 25. It was **RESOLVED 23/09/18** not to pursue a Neighbourhood Plan but to revisit other similar options. **ACTION KN** will maintain contact with Ashdon Parish Council Chair

#### 19. Renovation & painting of the Listed Telephone box ~ **ACTION** Cllr Wells will investigate further the requirements to carry out some restoration prior to painting which may require an assessment

#### 20. Village Hall Report ~ Cllr Hannam reported various ideas for events and bookings continued to be made.

#### 21. Emergency Planning ~ update from Cllrs Wells & Lockton. It was emphasised that the parish council should recognise their responsibility and the processes involved in handling an emergency and the purpose of the Emergency Plan. The role of the village is to support the emergency services on arrival, the first action is therefore to call 999. If the village is cut off completely a nominated Parish Councillor will direct as per the Emergency Plan. A one-page summary will be prepared and distributed as necessary, hard copies can be available.

It was **RESOLVED 23/09/21** that following minor amendments the 2023 Emergency Plan for Hadstock is launched to the public. A distribution list was discussed and confirmed and the document is to be reviewed annually.

It was acknowledged this has been an excellent, time consuming piece of work by Cllrs Lockton & Wells and thanks were expressed by all.

22. The purchase of a Loud Hailer to support the Emergency Plan Communications was discussed but a resident has kindly donated one. Batteries will need to be purchased and a safe but assessable place for accessible storage will be needed.
23. Defibrillator ~ Cllr Wells. Books etc to be removed or sorted and tidied to allow ease of access to the defibrillator. Routine checks confirmed.
24. CPR training for residents was discussed and revisited once emergency plan has been published and to gauge response of uptake from residents~ Cllr Wells
25. Cllr Lockton presented the key points from the event he attended 'Helping communities deliver net-zero: housing and energy'. Two themes Housing & Communities decarbonising their areas. Community Land Trusts and involvement with Parish Councils was discussed but not thought appropriate for Hadstock. Saffron Walden has an innovative scheme which allows further investigation of the requirements and energy consumption to encourage surrounding villages participation giving benefit to individuals and the community. The Littlebury Energy Project has been rolled out which was described and discussed which might be a benefit for Hadstock. <https://www.swce.co.uk/littlebury-project/> following which Cllr Lockton would investigate what is involved and what the benefits would be. **ACTION** Cllr Lockton to pursue further and perhaps invite a speaker.
26. Key points from the Local Council Liaison Forum ~ Cllr Wells attended this forum which focused on the Local Plan and had prepared a report which had been circulated to all councillors. It was well attended and presented. Cllr Wells could understand the benefit of having an up-to-date Local Plan and had been given details of progress of the consultation process which the Parish Council will need to accommodate.
27. Community pay back scheme ~ was briefly discussed and **ACTION** the clerk to find out further information [beth.lunn@justice.gov.uk](mailto:beth.lunn@justice.gov.uk) for next meeting
28. **Consultations** as below were noted
  - Bus Network Consultation <https://consultations.essex.gov.uk/iptu/2023/>
  - Stansted Air Noise <https://www.stanstedairport.com/community/noise/noise-action-plan/>
  - Waste consultation webinar for Councils 21 September 2023
29. To note items for next agenda -
  - Resolving clerk used delegated powers to order Remembrance Day wreath
  - Confirmation of ordering Christmas Tree
30. To note the next Meeting will take place in the Village Hall on Thursday 26 October 2023 @7.30pm
31. It was **RESOLVED 23/09/31** to exclude the public according to The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) to consider Item 11ii. Following a report from the Chair and discussion it was **RESOLVED 23/09/11i/31** that the Clerk /RFO should be on SCP9 from September 2023. All other terms and conditions set out in the contract remain unchanged. Before the end of 2023 a meeting will be arranged at which HPC can discuss the Clerk/RFO's role and establish some parameters for the following year. This will then be an annual process.
32. Reminder to Councillors to be considering budget requirements for 2024/25
33. The Chairman to closed the meeting at 9:52pm

..... Chairman.  
**Signed as a true record and RESOLVED to approve on 26 October 2023**