

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council Meeting

Held on

Thursday 25 January 2024

at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors: Keith Nuttall, Denise Wells, David Johnson & Parish Clerk. District Councillor Cllr John Moran. Also present 2 members of the public

The Chair open the meeting announcing the sad news of the death of Hamish McIlwrick earlier in the week.

Hamish was a stalwart of the parish council being chair for a good many years and a member of the village hall committee to name only a few activities with the village that Hamish was directly involved with. Hamish was very much a person who loved Hadstock spending a lot of time and effort over many decades for the benefit of the Village. Hamish could always be relied on to help and do the very best he could for the Village and will be greatly missed. Rest in peace Hamish

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 Lockton and Cllr Hannam which were **RESOLVED 24/01/02** to be accepted County Cllr Foley had also sent apologies.
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 **30 November 2023** were accepted and approved **RESOLVED 24/01/04**. The Chair signed them as a true record.
5. **Public participation** ~ none although members of the public wished to perhaps speak at item 15 and Finance.
6. County Councillor Foley had sent his apologies but had reported to the Clerk that the Local Highways Panel should be reporting in February 2024. He recognised there are serious problems and concerns particularly those connected to Hadstock and the highways [potholes, Moules Lane and Bartlow Road] and apologised for not being able to meet with HPC in conjunction with the Cabinet member and Port Folio holder for highways [Essex County Councillor Cunningham] **ACTION** Cllr Nuttall will write as necessary.
7. District Councillor Moran reported on the emergency surrounding refuse collections in the district first recognised on Wednesday 24 January [the day of Hadstock's collection]. This is due to an 'administrative' error between UDC and the Traffic Commissioner. This has meant that UDC's operator's licence has been revoked. Under the terms of the licence, an organisation must have a qualified transport manager in place

something it would appear UDC does not currently have. Further updates will be available but the duration of this costly disruption is currently unknown.

There is no update about the Local Plan but anticipated that Regulation 19 will be in June 2024.

Cllr Moran had received the required information to progress the Locality funding to HPC which should be dealt with within 2 weeks.

8. Action points and matters arising from previous meetings:

[a] The Clerk reported: the locality funding has been updated which is now solely for the Linton Road fencing and relevant information requested from Cllr Moran has been sent. Cllr Moran has submitted the form which should be verified in 2 weeks. All other matter will be reported throughout the meeting

[b] Report from Councillors: Cllr Nuttall had carried out some litter picking [Walden Road] and cutting back of vegetation [Linton Road] The problem of over grown hedging on Bartlow Road may be resolved by a change of ownership. All other matters will be reported throughout the meeting.

[c] Opportunity for Councillors report concerns from residents ~ none to note

9. Planning Application/s UTT/23/2994/LB | Proposed installation of electric vehicle charger. | The Control Tower Bowsers Lane Hadstock Essex CB10 1XQ. Despite an approved request by the Clerk to UDC for an extension to respond to this application it was noted that the application has since been approved UTT/23/3212/PAM3 | Prior Notification of change of use from commercial, business and service (Use Class E) to 1 no. dwelling (Use Class C3) | Adjacent to The Control Tower Bowsers Lane Hadstock Saffron Walden CB10 1XQ. Hadstock Parish Council discussed and considered this application and **RESOLVED 24/01/09b** to submit a consultee comment that HPC notes the comments made by Place Services and has nothing further to add.

10. To note decisions made by UDC on planning application/s – UTT/23/2994/LB | Proposed installation of electric vehicle charger. | The Control Tower Bowsers Lane Hadstock Essex CB10 1XQ **APPROVED.** UTT/23/2558/LB | Installation of 300mm terracotta chimney pot and hanging cowl | Roundhill Cottage Bartlow Road Hadstock Cambridge CB21 4PF **APPROVED.**

FINANCE 2023/24 and 2024/25

[a] To consider the detail of a draft budget for 2024/25 and approve the final budget for 2024/25 Councillors had previously reviewed a draft budget presented at the November meeting. Since then, the chair and clerk/RFO had reviewed the detail further line by line rather than a percentage review as a whole. A further revised draft budget was sent to all.

The Clerk/RFO presented the draft budget for approval line by line with reasoning for figures. Some costs from providers, have been confirmed and noted. Grass cutting is one of the major expenses for HPC but its value to the parish is recognised as is the green skip garden waste service operated by UDC, the latter which had increased in costs by 20 per cent last financial year. With that in mind an anticipated increase of 10 per cent has been added for the green skip. Confirmation of the green skip service has not been received but if it does proceed, then HPC would wish to continue with 2 weekly collections. With reference the Grass cutting, a discussion had been held between the clerk and the contractor, who was invited to participate in the discussion of this item. Following a detailed and informative discussion it was mutually agreed that payment would be per cut and to increase grass cutting to £80 per cut, which is cutting of all grass that HPC have responsibility for [Recreation ground, village green , church yard and lens path] 10 per cent would be added to the cost per strim £25 to £27.50, half the service fee of equipment ,currently £120.00 therefore £60.00 approximately and £160.00 towards the cost of a replacement drive for the contactors tractor as and when

required which might not be until 2025/26 in which case to be held as an EMR. **RESOLVED 24/01/FINANCE [GC]**

It was recognised that HPC has no other income other than the contribution from the PCC for grass cutting and it was agreed to increase the charge by 10% to £400.00 for 2024/25. **RESOLVED 24/01/FINANCE [PCC]**

The budget as presented and discussed was therefore agreed and **RESOLVED 24/01/FINANCE [a]**

[b] Following the approval of the budget having recognised the funding required to maintain the level of services needed for the village, it was agreed, the precept demand would be £14312.00. This is an increase of £2272.00 from that required in 2023/24. The precept demand represented an increase for a band D property from £70.99 for 2022/23 to £86.55 for 2024/245 equating to an annual increase of £15.56 per household **RESOLVED 24/01/FINANCE [b]**

[c] to approve the delegated powers of the Clerk/RFO used to seek approval of payment required to HMRC for PAYE Q3 of £345.40 Signatures sought from Cllrs Nuttall and Wells. **RESOLVED 24/01/FINANCE [c]**

[d] The payments as presented and listed below were agreed and approved **RESOLVED 24/01 FINANCE [d]**

[e] Cllr Johnson presented an invoice for payment for hazard tape which was agreed and approved **RESOLVED 24/01/ FINANCE [e]**

CHEQUE	PAYEE	DESCRIPTION	NET	V.A.T	TOTAL
101464	HMRC	PAYE Q 3	345.40		345.40
101465	CLERK	MONTH 9 DECEMBER 2023 SALARY - ADVANCE	377.30		377.30
101466	UTTLESFORD FOOD BANK	HPC DONATION	50.00		50.00
101467	ADDENBROOKES CHARITABLE TRUST	HPC DONATION	50.00		50.00
101468	CLERK	MONTH 10 JANUARY 2024 SALARY	360.95		360.95
101469	MR D JOHNSON	REIMBURSEMENT HAZARD TAPE	4.16	.83	4.99

11. Governance

[i] The Chair gave an update on the appointment of an internal auditor **RESOLVED 24/01/11 [I]** Clerk to action further

[ii] Councillors discussed approaches to fill the casual vacancy, no specific action to be taken.

12. Highways

[a] Highways ~ Cllr Nuttall had nothing further to report but will be writing to Essex County Council and liaising with Essex County Councillor Foley.

[b] Speed watch~ Cllr Nuttall reported that 3 'watches' had been carried out this month

[c] Pothole reporting update **ACTION** Clerk still to provide references and work with Cllr Hannam to plot these.

[d] 20's Plenty no further progress. Still the intention to arrange visit from Portfolio Holder for Highways which may involve more input from Essex County Councillor Cllr Foley. Various reports in conjunction with the scheme but no further action taken recently.

13. Recreation Ground Report ~

[a] No update from UDC Sports Provision Grant. The Clerk had confirmed repairs to be carried out with contractor.

[b] General maintenance required in terms of cleaning and painting which is due to undertaken but likely delayed due to inclement weather. Cllr Johnson reported that further palings have broken, this time on the

gate **ACTION** Cllr Nuttall will hopefully obtain some replacements. Cllr Johnson reported that the circular seats attached to the picnic bench require attention and will seek to get them refurbished.

[c] Cllr Johnson confirmed all play equipment has been visually checked and useable apart from the Burma Bridge which has been taped off again.

[d] Councillors discussed briefly the removal of a tree which might be dead on the recreation ground. This was reviewed as not being a hazard and to be kept under review. HPC members will carry out a tree survey in the spring.

[e] the retirement of playground inspector was noted but will carry out an inspection will be carried in April 2024

14. Parish Land Report & PRow's

[a] Len's bench will be left in situ but the foundation area will be tidied without the addition of a bollard. Revised at a cost of 95.00 confirmed with contractor.

[b] Linton Road fencing will be commenced shortly. A cemented post is required for the dog bin so that it can stand alone away from the fence to review if carried out by contractor.

[c] The placement of a Coronation tree will have to be deferred until further notice as current funding has expired.

[d] A date for the Village Litter pick – suggested date Sunday 17 March 2024 10.00am to meet on the Village Green with all equipment provided **RESOLVED 24/01/14**[d] **ACTION** Cllr Nuttall to write note for magazine and Clerk to inform Hadstock Info and Facebook.

15. Linton Road 'ditch' ~ Cllrs recognised the need to resolve this ongoing situation and will open communications with stakeholders related to flooding .There is a secondary issue related to the responsibility of the ditch which requires to be cleared at the particular area that is causing the flooding on the road which is developing degradation of the road and undermining the road on both sides .A member of the public felt that action must be taken, a letter should be sent to County Councillor Cunningham, the leader of Essex County Councillor Kevin Bentley , MP Kemi Badenoch and the Chief Executive. The Clerk reported that a letter had been received from a further member of the public **ACTION** Cllr Nuttall to write to Highways and above individuals including Cllr Foley.

16. Renovation & painting of the Listed Telephone box update ~ Cllr Wells reported that this would be a project now for Spring 2024. The shelf has been fitted and a notice for the space near the defibrillator to be kept free for emergency use.

17. Village Hall ~ The Pantomime was a great success and the Hall continues to be well used. Combined with the use is the need to carry out maintenance and the funds raised from the Pantomime can be put to good use.

18. Defibrillator ~ Cllr Wells checks monthly.

19. CPR training ~ Cllr Wells has spoken to prospective trainers' - dates to be arranged

20. It was agreed to cancel the February meeting and move to Thursday 07 March 2024

21. Items for next agenda were noted throughout the meeting

22. It was noted the next Meeting will take place in the Village Hall Thursday 07 March 2024 [date to be confirmed] @7.30pm

23. Public exempt not required

24. Chairman closed the meeting at 21.32pm

..... **Chairman.**

Signed as a true record and RESOLVED to approve on 07 March 2024