

## HADSTOCK PARISH COUNCIL



Members of the Council are hereby summoned to attend  
**Hadstock Parish Council Meeting** on  
Thursday 07 March 2024  
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 **25 February 2024** 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)
  - 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 to consider a consultee comment - None at the time of issuing the agenda**
10. **To note decisions made by UDC on planning application/s – 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 Bowers Lane Hadstock Saffron Walden CB10 1XQ **REQUIRES A PLANNING APPLICATION****
11. **Training** to approve the attendance of the Clerk/RFO to EALC training at the office in Dunmow Internal & External Audit Course at a net cost of £ 95.00 plus travel expenses
12. **FINANCE 2023/2024**
  - [a] to note the bank balance and reconciliation of accounts
  - [b] to approve the delegated powers of the Clerk/RFO used to seek approval of payment required to Ian Blackman for Linton Road fencing £706.91, and payment to East of England Orchard Project £96.00 **VOTE REQUIRED** Signatures sought from Cllrs Nuttall and Wells.

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

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

Cheque	Payee	Description	Net amount	VAT	Total	
	Ms S Beckett	Re Imburse Printing	11.22	2.25	13.47	
	Ms S Beckett	Re imburse travel	37.8		37.8	
	Ms S Beckett	Clerks salary month 11 February 2024	360.95		360.95	
	Mr I Blackman	Repairs to base of bench on Lens path				
	EALC	Audit course for clerk/RFO	95.00	19.00	114.00	
	Mr I Blackman	Repairs to Linton Road fencing	706.91		706.91	
	Eaat of England Apples and Orchards Project	Trees for heritage orchard	96.00		96.00	

**13. Governance ~**

[i] to confirm the appointment of an internal auditor and scope of audit required **VOTE REQUIRED**

[ii] to approve the terms of reference for the Sustainable Hadstock Working Group [SHWG]

[III] to approve the acceptance and terms of grant funding from UDC of £9500

[iv] to approve the revised draft of Standing Orders noting that Financial Regs are to be re written by NALC and will require approval in the future.

[v] to approve the Risk Management review for 2023/24

[vi] to note the Internal controls policy review for 2023/24

[vii] to approve the Asset Register review for 2023/24

**14. Highways ~ to receive an update on highways issues, discuss and resolve actions**

[a] Highways ~ Cllr Nuttall

[b] Speed watch~ Cllr Nuttall

[c] Pothole reporting update

[d] 20's Plenty

**15. Recreation Ground Report ~**

[a] To receive report on recreation ground

[b] to consider quote for repairs to rope bridge

[c] to consider quote of replacement of one swing seat to be provided by HPC

[d] To confirm recreation ground is in good order

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

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

[a] discuss any issues reported and approve actions required

[b] reminder for the Village Litter pick – suggested date Sunday 17 March 2024 10.00am meet on the Village Green.

**17. To further consider how to approach issues of Linton Road 'ditch'**

**18. Renovation & painting of the Listed Telephone box update ~ Cllr Wells**

**19. Defibrillator ~ Cllr Wells**

**20. CPR training ~ Cllr Wells to consider a date and arrangements**

**21. To consider dates for the ordinary meetings of HPC 2024/25 and the date for the Annual Parish Meeting to be held between 01March and 01 June 2024 perhaps to consider with item 20 above.**

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

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

**24. To note the next Meeting will take place in the Village Hall on Thursday 28 March 2024 at 7.30pm**

**25. A public exempt matter will be required.**

**26. Chairman to close the meeting**

*Sara Beckett*

Clerk to Hadstock Parish Council 29 February 2024

Majority **VOTE REQUIRED** for any decision to be made