

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Parish Council Meeting

Held on

Thursday 07 March 2024

at 7.30pm in the Village Hall Hadstock.

Present: Parish Councillors: Keith Nuttall, Denise Wells, John Lockton, David Johnson & Parish Clerk. County Councillor Martin Foley, District Councillor Cllr John Moran. Also present 3 members of the public with a further 2 members of the public arriving at 7.34.

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 Hannam which were **RESOLVED 24/03a/02** to be accepted.
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. The clerk reported that the new Code of Conduct will be adopted at the start of the new Council in April 2024 and a review of members interests will formally be undertaken.
4. The Minutes of the Parish Council Meeting held on **25 January 2024** were accepted and approved **RESOLVED 24/03a/04**. The Chair signed them as a true record.
5. **Public participation** ~ as below
6. County Councillor Foley spoke about the recent issue of highways for the Village which he was well aware of having been included in recent correspondence. The senior Highways Officer has been given a list of urgent locations which included the Linton Road issue and it is hoped that this particular area will receive emergency attention within 24 hours. Cllr Foley would send his report but gave a summary mentioning the Essex County Council budget had been set at 4.9 %, his ambitions to continue the work on providing Youth Clubs was proving to be successful. The Local Highways Panel meeting had been deferred but he was very mindful of the outstanding matters for Hadstock related to that. Essex County Highways was a major concern as highlighted by the issue that Hadstock is experiencing. The urgent issue of Linton Road [B1052] which HPC had been in communication with Cllr Foley over the last 24 hours had been escalated and it was hoped that this would receive emergency attention within 24 hours. Cllr Nuttall mentioned that he had sent correspondence to the Cabinet member and Port Folio holder for highways [Essex County Councillor Cunningham] and a meeting is still awaited.

At this point 2 members of the public were invited to participate having arrived at 7.34 after item 6 had been completed.

One member of the public wished to comment on the works being carried out on the old shop which are expected to be completed within the 6 weeks initially stated. Royal mail had acted swiftly to a request to

provide an alternative location which unfortunately led to the post box being sealed without making alternative arrangements for the village.

7. District Councillor Moran reported that the next stage of the Local Plan should be in June 2024 when the consultation statement will be released detailing the comments received from the recent public consultation. It is hoped that the plan could be adopted in 2026. The problems with the refuse collections in the district, first recognised in January had not been finally resolved, some collections have still not been carried out. He expressed concerns as to why the initial problem related to the license had not been picked up and the costs involved in rectifying it. New refuse vehicles are being obtained and it is hoped staffing levels will increase and the service will improve. The UDC budget has been agreed with a 2.99 %. Norse will no longer provide front line services for UDC and those will now be brought back 'in house'. Cllr Moran spoke about the 'The Case for Cambridge' an important document worth reading. Cllr Moran advised the clerk to email him with regards the Parish Council's concerns on the scheduling and invoicing for the garden waste green skip service noting that the price per hour for 2024 has not in fact been reduced but the cost for 2023 was incorrect being considerably less than HPC had been advised of in February 2023.

https://assets.publishing.service.gov.uk/media/65e865a05b6524001af21a7c/The_Case_for_Cambridge.pdf

8. **Action points and matters arising from previous meetings:**

[a] The Clerk report included matters related to: Highways, Green skip schedule and cost, not successful in the application for UDC's Sports provision grant, further grant submitted by UDC on behalf of HPC, new Emergency plan contact has been located, clerk applying for the EALC Bursary for clerks training, invoice to PPC for grass cutting has been issued, thank you email from UDC Foodbank for the HPC donation.

[b] Report from Councillors: actions had been completed and will report during meeting

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

9. **Planning Application/s** none received, but the Clerk advised that a full planning application will be considered at the next meeting for The Control Tower Bowers Lane

10. **To note decisions made by UDC on planning application/s – none to note**

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 **RESOLVED 24/03a/11** noting that if Bursary successful 75 % of cost will be refunded for course.

12. **FINANCE 2023/24**

[a] Councillors had been able to review the finance detail sent to all with the agenda. The bank balance and reconciliation of accounts were approved by HPC **RESOLVED 24/03a/12a** and signed by Cllr Lockton

[b] to approve the delegated powers of the Clerk/RFO used to seek approval of payment required to LHS Linton Road fencing and EEAOP orchard trees. Signatures sought from Cllrs Nuttall and Wells. **RESOLVED 24/03a/12b**

[c/d] The payments as presented and listed below were agreed and approved **RESOLVED 24/03a/12c/d**

[e] not required

Cheque	Payee	Description	Net amount	VAT	Total
101472	Ms S Beckett	Re Imburse Printing	11.22	2.25	13.47
101473	Ms S Beckett	Re imburse travel	37.8		37.8

101474	Ms S Beckett	Clerks' salary month 11 February 2024	360.95		360.95
101475	Mr I Blackman	Repairs to base of bench on Lens path			
101476	EALC	Audit course for clerk/RFO	95.00	19.00	114.00
101470	Mr I Blackman	Repairs to Linton Road fencing	706.91		706.91
101471	East of England Apples and Orchards Project	Trees for heritage orchard	96.00		96.00

13. Governance

[i] the clerk informed HPC that Janine from ClearTax had kindly agreed to carry the internal audit. HPC confirmed the appointment and scope of audit required as being to confirm the internal controls and governance of HPC through 2023/24 and therefore for HPC to be able to complete the Annual Governance and Accountability Return [AGAR] To confirm at no fee. **RESOLVED 24/03a/13i**

[ii] the terms of reference for the Sustainable Hadstock Working Group [SHWG] were discussed and approved **RESOLVED 24/03a/13ii**

[III] the acceptance and terms of grant funding from UDC of £9590 for the SHWG were approved. **RESOLVED 24/03a/13iii** Receipt and timing of payment to be confirmed when Cllr Lockton meets with UDC next week.

[iv] to approve the revised draft of Standing Orders noting that Financial Regs are to be re written by NALC and will be presented for approval later in 2024 **RESOLVED 24/03a/13iv**

[v] the Risk Management review for 2023/24 was approved **RESOLVED 24/03a/13v**

[vi] the Internal controls policy review for 2023/24 was approved **RESOLVED 24/03a/13vi**

[vii] the Asset Register review for 2023/24 was approved **RESOLVED 24/03a/13vii**

14. Highways

[a] Highways ~ Cllr Nuttall reflected on the comments made by Cllr Foley above and reported that following his email to those concerned, he had received a reply from Cllr Foley which indicated that he would take this up at the highest-level including Cllr Cunningham, the new portfolio holder for ECC Highways. It was hoped that Cllr Foley will invite Julia Johnson from ECC Highways to visit Hadstock as soon as possible but as above this has to date not been arranged.

[b] Speed watch~ Cllr Nuttall reported that 1 'watch' had been carried out this month so far and with improved light more 'watches' can be carried out when speeding is more likely in the early morning and late afternoon.

[c] Pothole reporting update, nothing further to add.

[d] 20's Plenty no further progress.

15. Recreation Ground Report ~

[a] The Clerk had confirmed repairs to be carried out with contractor and following a resolution of the quote tonight the work had been pencilled in for the next day. General maintenance required in terms of cleaning and painting which is due to undertaken when the weather has improved Cllr Johnson had left the meeting earlier so no further update

[b] Councillors considered the quote for repairs to the remaining piece of play equipment [chain rope traverse] needing attention as presented 140 **RESOLVED 24/03a/15b**

[c] Councillors considered the cost of the replacement swing seat as Cllr Johnson had previously circulated and resolved to accept 32.40 [plus postage] **RESOLVED 24/03a/15c**

[e] The clerk confirmed that having spoken to the contractor who had taped off the only remaining piece of equipment requiring repair [the next day] that all was in good useable order. The replacement of the Burma Bridge will be reconsidered further when an update on funding is given.

16. Parish Land Report & PRow's

The Linton Road fencing has been completed and is a great improvement. The dog bin has been attached to a firm post on the fence but is not 'stand-alone'

Attention will be required with regard the previous arrangement related to the land adjacent to Duchy Barn.

[d] The date of Sunday 17 March 2024 10.00am to meet on the Village Green has been promoted through the Magazine, Hadstock Info and Facebook Reminders to be sent out the week prior.

17. Linton Road 'ditch' ~ Cllr Nuttall had written to Highways and other bodies/ individuals including Cllr Foley. It was proposed that the Clerk should write to the adjacent land owner advising him of the recent urgent issues which HPC have been liaising with Essex County Council and Highways to resolve immediately, recognising the longer-term issues. **RESOLVED 24/03a/17**

18. Renovation & painting of the Listed Telephone box update ~ Cllr Wells reported that when further looking at the condition of the phone box it was clean and intact and proposed that it be left for the time especially in view of possible lead paint and the likelihood of requiring to be professionally painted

19. Defibrillator ~ Cllr Wells checks monthly and all in order

20. CPR training ~ Cllr Wells has spoken to prospective trainers' - dates to be arranged by Cllr Wells for 2 evening sessions in April and not to combine with the Annual Parish Meeting **RESOLVED 24/03a/20**

21. The prospective meeting dates for 2024/25 had been circulated and it was agreed to carry on with the format of last Thursday in the month excluding August. **RESOLVED 24/03a/21.** The Clerk is to review dates possible for the Annual Parish Meeting to be held between 01March and 01 June 2024 and revert to HPC.

22. In the absence of Cllr Hannam, the Chair reported that the bookings for the hall continue to be positive. The proceeds from the Pantomime have been used to provide a new fridge and hob

23. Items for next agenda were noted throughout the meeting

24. It was noted the next Meeting will take place in the Village Hall Thursday 28 March 2024 @7.30pm

25. The Chair proposed that under PUBLIC BODIES (ADMISSION TO MEETINGS) Act 1960 Hadstock Parish Council by resolution, will exclude the public from this meeting because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted related to planning **RESOLVED 24/03a/25.**

The Clerk reported on emails received from UDC related to planning matters which were noted

26. Chairman closed the meeting at 21.35pm

..... **Chairman.**

Signed as a true record and RESOLVED to approve on 28 March 2024