



Members of the Council are hereby summoned to attend  
**Hadstock Parish Council Meeting** on  
Thursday 27 February 2025  
at 7.45 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 **23 January 2025** 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 report forwarded to Councillors 05/02/2025
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) refer to Action reporting document
  - a. Report from Clerk
  - b. Report from Councillors
9. **Planning Application/s to consider a consultee comment - none**
10. **To note decisions made by UDC on planning application/s –** UTT/24/3190/HHF Symantha Cottage Bartlow Road Hadstock Essex CB21 4PF **APPROVED**
11. **To receive an update on planning matters –** Clerk to advise
12. **Applications still awaiting determination and for further comment if applicable** UTT/24/2926/FUL | Change of use from agricultural to residential private amenity garden | 2 Yew Tree Place Linton Road Hadstock Cambridge CB21 4NU <https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SMW929QNJYU00>
13. **Highways ~ to receive an update on highways issues, discuss and resolve actions**
  - [a] Highways ~ Cllr Nuttall
  - [b] Update on overgrown vegetation on Bartlow Road
  - [c] Speed watch~ Cllr Nuttall
  - [d] Pothole reporting update
14. **FINANCE 2024/2025**
  - [a] to note the bank balance, reconciliation and budget monitor of accounts as at January 2025
  - [b] to note increase in fee payable to ICO now 52.00

[c] to agree the payment terms associated with the new piece of play equipment ordered from Sovereign. This is required to [a] meet the terms of the contract and [b] meet the terms of the grant funding from UDC and [c] to manage internal financial controls.

[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**

[f] update on request for funding from District Councillor

Cheque	Payee	Description	Net amount	VAT	Total	
	Sovereign	DEPOSIT	1152.40	230.48	1382.88	
	Sovereign	BALANCE	3457.20	619.44	4148.64	
	ROW	SH Energy assessments	240.00		240.00	
	Ms S A Beckett	Salary month 11	398.79	-	398.79	
	Uttlesford District Council	Green Skip 2024	1539.00		1539.00	
	Ms S A Beckett	Clerks expenses	TBC			

## 15. Governance

[a] to note any Barclays Bank signatory update

[b] Neighbourhood Watch co-ordinator update

[c] to review and approve HPC Financial regulations [2024 NALC edition with relevant amendments] **VOTE REQUIRED**

[d] approve Management of Risk document updated 2025 **VOTE REQUIRED**

[e] approve Publication Scheme document updated 2025 **VOTE REQUIRED**

[d] to resolve HPC meeting dates from April 2025 **VOTE REQUIRED**

[e] to resolve the date for the Hadstock Annual Parish Meeting [This meeting must be held **between 1st March and 1st June**] **VOTE REQUIRED**

## 16. The Sustainable Hadstock Working Group [SHWG] - Cllr Lockton

17. To confirm a date for the spring litter pick [To note Mother's Day is Sunday 30 March 2025 and Easter Sunday 20 April] [The Great British Spring Clean 21 March to 6 April 2025]

## 18. Recreation Ground Report ~

[a] to receive an update on the installation of play equipment in the recreation ground

[b] to receive report on recreation ground and approve recommendations **VOTE REQUIRED**

[c] to confirm recreation ground is in good order **VOTE REQUIRED**

[d] to confirm all play equipment has been visually checked and useable **VOTE REQUIRED**

## 19. Defibrillator report from Cllr Wells

20. Parish Land Report & PROW's ~ discuss any issues reported and approve actions required specifically with budget allocation. **VOTE REQUIRED**

## 21. Village Hall Report ~ Cllr Hannam

## 22. To note items for next agenda

23. To note the next Meeting will take place in the Village Hall on Thursday 27 March 2025 at 7.45pm.

24. A public exempt if required. **VOTE REQUIRED**

25. Chairman to close the meeting

Sara Beckett

Clerk to Hadstock Parish Council 19 February 2025

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