

HADSTOCK PARISH COUNCIL



Members of the Council are hereby summoned to attend
Hadstock Annual Parish Council Meeting on
Thursday 29 May 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. **The previous chair of Hadstock Parish Council will read the fire safety notice and announce that proceedings may be filmed or recorded and then invite nominations for the Election of Chairman of Hadstock Parish Council for 2025/26** VOTE REQUIRED
Chair to sign acceptance of office and take the chair.
2. Apologies and approval of reasons for absence VOTE REQUIRED
3. **Election of Vice Chair ~** VOTE REQUIRED
Vice-Chair to sign acceptance of office
4. **Election of members to Committees [if required] and Council Representatives:**
 - [a] to resolve roles and responsibilities as per list VOTE REQUIRED
 - [b] Village Hall representative VOTE REQUIRED
 - [c] Councillor responsible for the Village defibrillator VOTE REQUIRED
 - [d] Councillor responsible for routine inspection of recreation ground, play equipment & dog bags VOTE REQUIRED
 - [e] Website co-ordinator VOTE REQUIRED
 - [f] Lead for Sustainable Hadstock working group VOTE REQUIRED
5. Declaration of Members' Interests & request by Clerk for Councillors to update their Register of Members' Interests
6. To receive any Members' Dispensations
7. To receive and confirm the Minutes of the Parish Council Meeting held on **24 April 2025** are a true record VOTE REQUIRED
8. **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.
9. To receive and note any report from the District Councillor ~ Councillor Moran
10. To receive and note any report from the County Councillor ~ Councillor Foley

- 11. 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
- 12. Planning Application/s to consider a consultee comment –**
 - [a] UTT/25/0871/FUL | Demolition of buildings and structures associated to car repair business (Class B2) and erection of 3 no. residential dwellings (Class C3) and associated works **VOTE REQUIRED**
<https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SU003AQNGMQ00>
 - [b] UTT/25/1353/TCA | 1no. Walnut- Overall reduction and thin by approximately 1-2 meters. Leaving a flowing branch line. Thin congested inner twiggy growth and dead wood. Removing branches no more than 1-2 inches in diameter. **VOTE REQUIRED**
<https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SWGKUEQNI5O00>
- 13. To note decisions made by UDC on planning application/s- none**
- 14. To appoint a member of HPC to attend the planning authority when planning applications are to be decided by a UDC planning committee. The member would be proposed at the relevant time and therefore need not always be the same member attending. **VOTE REQUIRED****
- 15. To consider ways of advertising planning applications to encourage engagement with residents **VOTE REQUIRED****
- 16. Governance:** To note and approve
 - [a] to agree Annual Insurance renewal due 01 June 2025 **VOTE REQUIRED**
 - [b] to confirm alternative arrangements for the green skip 28 June 2025 [no collection Village Green with time allocated to Bilberry End] **VOTE REQUIRED**
 - [c] confirmation of 'roles/responsibilities/volunteers' for village activity [report attached] **VOTE REQUIRED**
- 17. The Hundred Parishes Society wishes to utilise more of its funds in pursuit of its charitable objectives, so are inviting parish councils and other organisations who have long-standing membership of the Society to apply for funding support towards any project that is consistent with their charitable aims.**
- 18. Accounts Year Ending 31st March 2025**

To report on the financial position of the Parish Council's accounts for the year ending 31st March 2025 and complete the Annual Governance and Accountability Return (AGAR)

 - [a] To note the Internal Audit Report for AGAR **VOTE REQUIRED**
 - [b] To consider, complete and approve Section 1, Annual Governance Statement 2024/25 of AGAR **VOTE REQUIRED** Chair and Clerk to sign
 - [c] To consider and approve Section 2, Accounting Statements 2024/25, of AGAR prepared and previously signed by the Clerk/RFO **VOTE REQUIRED** Chair to sign
 - [d] To approve accompanying bank reconciliation **VOTE REQUIRED**. Chair & RFO to sign
 - [e] Date for public rights of inspection will be from Wednesday 11 June 2025 to Tuesday 22 July 2025 inclusive, being 30 working days
- 19. Accounts Year Ending 31st March 2026**
 - [a] To review the financial reports to 29 April 2025
 - [b] To confirm authority of delegated powers was used by the RFO to make a payment to Jonathan Ashe Architects Ltd signed by KN and JL **VOTE REQUIRED**
 - [c] To agree and approve payments listed below **VOTE REQUIRED**
 - [d] To agree and approve appropriate invoices received after Agenda issued if necessary. **VOTE REQUIRED**

[e] approve purchase of new parish council laptop and associated requirements suggestion ;
<https://www.laptopsdirect.co.uk/asus-vivobook-15-x1504za-nj043w-intel-core-i5-8gb-ram-512gb-ssd-15.6-inch-w-x1504za-nj043w/version.asp>

VOTE REQUIRED

Cheque	Payee	Description	Net amount	VAT	Total	
	Jonathan Ashe Architects Ltd	SH Presentation	200.00	40.00	240.00	Delegated powers used
	Mr R Albrow	Reimbursement for materials to repair finger post on village green	11.82 19.99	2.37 4.00	14.19 23.99	
	ClearTax accounting	Annual payroll fees	160.00	32.00	192.00	
	Gallagher Insurance	Annual insurance premium	617.07		617.07	
	Ms S Beckett	Month 2 salary	390.79		390.79	
	Hadstock Village Hall	Venue hire to March 2026	300.00		300.00	
	Mr J Lockton	SH expenses			299.54	

20. The Sustainable Hadstock Working Group [SHWG]

21. Highways ~ to receive an update on highways issues, discuss and resolve actions[

a] Highways

[b] Speed watch

[c] Pothole reporting update

22. Recreation Ground Report ~

[a] to confirm the installation of play equipment in the recreation ground on 30 April 2025 was satisfactorily completed.

[b] to receive report

i. on recreation ground,

ii. confirm recreation ground is in good order and

iii. approve recommendations and associated costs – picnic bench in particular

iv. to confirm all play equipment has been visually checked and useable **VOTE REQUIRED 21bi-iv**

23. To discuss the play ground inspection report if undertaken by the time of the meeting

24. Defibrillator report from Cllr Wells

25. Listed Telephone Box Maintenance – update

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

27. Village Hall Report ~ Cllr Hannam

28. To note items for next agenda

29. To note the next Meeting will take place in the Village Hall on **Thursday 29 May 2025 at 19.45pm.**

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

31. Chairman to close the meeting

Sara Beckett

Clerk to Hadstock Parish Council 21 May 2025

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

