



Members of the Council are hereby summoned to attend an additional  
**Hadstock Parish Council Meeting** on  
Thursday 02 October 2025  
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 **31 July 2025** are a true record **VOTE REQUIRED** and to note that the meeting published for **25 September 2025** was not quorate
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) refer to Action reporting document
  - a. Report from Clerk
  - b. Report from Councillors
9. **Planning Application/s to consider a consultee comment –**  
[a]UTT/25/2291/TCA | 1 no. Pear - Reduce crown by 3 metres | 1 Backhill Cottages Back Hill Hadstock Cambridge CB21 4PB  
<https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=T1HLHWQNLBM00>  
[b] UTT/25/2241/TCA | 1no. Field Maple - Remove tree to near ground level. 1no. Norway Maple - crown lift to approximately 3 metres. 1-2 metre crown reduction. | 6 Council Houses Linton Road Hadstock Essex CB21 4NZ  
<https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=T1ANJWQNL6Z00>  
[c] UTT/25/1994/HHF | Demolition of existing detached single garage and erection of replacement detached single garage | Fairhill Moules Lane Hadstock Essex CB21 4PD  
<https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SZWUKKQNKCA00>

**10. To note decisions made by UDC on planning application/s - UTT/25/2042/TCA** | Remove dead wood and light trim around crown of no more than 10% of 1no. Walnut Tree | Fairhill Moules Lane Hadstock Essex CB21 4PD **APPROVED**

**11. To receive an update on planning matters** – Clerk to advise

**12. Applications still awaiting determination and for further comment if applicable**

**13. Governance –**

[a] External auditor communications to note

[b] To accept the notice of conclusion of audit

[c] To discuss the Parish Council's involvement in Remembrance Day and to order a wreath **VOTE REQUIRED**

[d] To discuss Clerks appraisal

**14. FINANCE**

[a] to present and note income, bank balance, reconciliation and budget comparisons at end August 2025

[b] To note NALC annual increase of pay through agreement for officers [ Clerk]

[c] to agree and approve payments listed below made between meetings **VOTE REQUIRED**

Cheque	Payee	Description	Net amount	VAT	Total	
101588	Ms S Beckett	Clerk Salary month 5	451.94	-	451.94	
101589	Ms S Beckett	Clerk Salary month 6	403.04	-	403.04	
101590	HMRC	PAYE Q2				
101591	Playsafety Ltd	Annual play equipment inspection	112.00	22.40	134.40	
101592	RCCE	Event Cllr J Lockton SH	35.00		35.00	
101593	JRB Enterprises	Dog gloves	50.30	10.06	60.36	

[d] to agree and approve payments listed below

Cheque	Payee	Description	Net amount	VAT	Total	
	Ms S Beckett	Expenses claim laptop and mouse from ASUS UK	359.98	-	359.98	
	Mr J. Lockton	SH expenses print cartridges	61.42	NC	61.42	
	Mrs D Wells	Key fobs	2.50	-	2.5	
	Starboard Systems Ltd	Scribe accounting annual fee	273.60	54.72	328.32	
	PJK Littlejohn	External auditor	210.00	42.00	252.00	
	Ms S Beckett	Expenses	TBC			

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

[f] to discuss internet banking

[g] to discuss an additional signatory

[h] to discuss a savings account

**15. Recreation Ground Report ~**

[a] to note annual playground inspection report and discuss requirements options and costings **VOTE REQUIRED**

Monkey Challenge [Finding Fitness] and Tower [Sovereign] have been contacted Clerk to report.

[b] to receive report – Cllr Johnson

i. on recreation ground, and discuss a plan for repair and further action **VOTE REQUIRED**

ii. to confirm all play equipment has been visually checked and useable **VOTE REQUIRED**

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

**17. 100 Parishes funding of £3000.00 re information board- Cllr Lockton/Cllr Hannam**

**18. New Signage and Wayfinding Project- Cllr Lockton/Cllr Wells**

**19. Woodland Trust – Cllr Lockton**

20. **Village communication** -Cllr Gosling
21. **Highways ~ to receive an update on highways issues, discuss and resolve actions**
  - [a] Highways ~ specifically
    - i. Walden Road [2984528] vegetation [2968495] drainage
    - ii Bilberry End – drainage
    - iii Moules Lane – damage
  - [b] Speed watch~
  - [c] Bartlow Road v BT cables
22. **Defibrillator** report from Cllr Wells
23. **To discuss UCNA volunteers** VOTE REQUIRED
24. **Listed Telephone Box Maintenance** – update
25. **Parish Land Report & PRow's** ~ discuss any issues reported and approve actions required specifically with budget allocation. VOTE REQUIRED
  - i.update to FP25 [[2982469](#)]
  - ii update to Arnolds Lane
26. **Village Hall Report** ~ Cllr Hannam
27. **To note items for next agenda**
28. **To note the next Meeting** will take place in the Village Hall on **Thursday 30 October 2025 at 19.45pm. PLEASE NOTE THIS WILL BE IN THE MEETING ROOM NOT THE MAIN HALL**
29. **A public exempt if required.** VOTE REQUIRED
30. **Chairman to close the meeting**

**Sara Beckett**

**Clerk to Hadstock Parish Council 26 September 2025**

Majority VOTE REQUIRED for any decision to be made