



Minutes of Hadstock Annual Parish Council Meeting

Held on

Thursday 25 June 2026

at 7.45 pm in the Village Hall Hadstock.

Present: Parish Councillors: Denise Wells [Chair], David Johnson, Jude Hannam, John Lockton, Simon Gosling & the Parish Clerk. Two members of the public also attended

1. The Chair, Councillor Wells, welcomed all to the meeting, reminded those present of the fire safety procedure and announced that proceedings may be filmed or recorded.
2. Apologies and reason for absence were not required
Apologies were received from District Councillor Moran
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.
4. The Minutes of the Annual Parish Council Meeting held on **Friday 15 May 2026** with an amendment proposed by Cllr Lockton, were approved **RESOLVED 26/06/04**. The Chair signed them as a true record.
5. **Public participation-** none
6. To receive and note any report from County Councillor Davis ~ no report
7. To receive and note any report from District Councillor Moran ~ message sent but nothing to report affecting Hadstock
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 ~ items not on the agenda ~no further information about Walden Road drainage and verge damage but understood that the over grown vegetation issue was subject to a planning application to be consider on the agenda. **ACTION** Clerk to send previous report to County Councillor Davis and invite to a meeting and enquire of funding.
Lease payment for Len's Path has been resolved by Clerk and payment due for approval on Agenda
Payment for bench had not been received by payee~ ongoing
 - b. Report from Councillors ~ items not on the agenda ~
[1] Cllr Hannam reported that she had heard from a resident that two fields behind the recreation ground were for sale and might be significant re planning. **ACTION** Cllr Lockton to enquire
[2] Cllr Johnson reported that he wished to share some information about Volunteer Guidance reference the Green Team ~ emailed to all
9. **Planning Application/s to consider a consultee comment –**
 - [a] UTT/26/1412/DOC|Application to discharge condition 3 (external finishes) attached to UTT/24/0994/HHF|4 The Row Linton Road Hadstock Essex CB21 4NY **No decision required**
 - [b] UTT/26/1394/TCA|Fell 1 no. Ash|Hill House 1 Backhill Cottages Back Hill Hadstock Cambridge CB21 4PB **Not discussed**
 - [c] UTT/26/1467/TCA|Reduce and shape all round by approximately 1 metre on 2 no. Yews, 2-3 metre crown reduction on 1 no. Horse Chestnut and Face back group of road side trees past edge of highway to a height of 5 metres|Glebe House Walden Road Hadstock Essex CB21 4NX **Not discussed**
10. **To note decisions made by UDC on planning application/s** UTT/26/1164/FUL|S73 application to vary condition 2 (development carried out in accordance with approved plans) attached to UTT/22/1216/HHF - retention of the existing single garage in addition to the cart lodge structure and an amendment to the drive extension to form a turning head.|Mulberry Cottage 3 Sargents Lane Walden Road Hadstock Cambridge CB21 4PA **APPROVED**
11. **To receive an update on planning matters –** none

12. Applications still awaiting determination and for further comment if applicable ~none

The Chair requested of Councillors to move agenda item 14 in advance of 13 RESOLVED 26/06/00

[minutes remain in agenda order]

13. Governance.

[a] Consideration and clarity of volunteer groups working under HPC particularly related to the Green Team ~ The Clerk explained that ECC own the public rights of way and previously HPC had been part of their group called P3 who directed the work identified, supported HPC undertaking it and provided training. The Clerk had contacted ECC officer responsible a Teams meeting with Shirley Anglin PROW Lead Officer Essex County Council 8th July 2026 10.00 has been arranged. Cllr Hannam was concerned that more informal needs might result in being un- attended to. It was noted that The Rangers were no longer operational. Cllr Gosling outlined the difficulties of working in an informal manner and working with equipment. The Chair invited Councillors to attend: Councillors confirmed their attendance **ACTION** Clerk to send link

[b] Election of members as Council Representatives on outside bodies was discussed in detail. It was **RESOLVED 26/06/13b** rather than nominate an individual councillor for any of the outside bodies a response would be made if invited. It was further **RESOLVED 26/06/13b** that village organisations would be emailed to see if there was an appetite to hold a Village meeting in the spring and autumn where each group can present and listen to past and forward events/activities **ACTION** Clerk to email organisations

[c] Cllr Wells & Hannam reported that following the Clerk's appraisal a further informal meeting should be arranged

[d] HPC considered a change of day for parish council meetings to Wednesdays at 19.00pm from September 2026 which will include extra dates for a Budget and Finance Working Group **RESOLVED 26/06/13d**

14. Governance & Accounts Year Ending 31st March 2026

To report on the financial position of the Parish Council's accounts for the year ending 31st March 2026 and complete the Annual Governance and Accountability Return (AGAR)

[a] HPC noted there were no recommendations and approved the Internal Audit Report for AGAR 2025/26

RESOLVED 26/06/14a

[b] HPC considered, completed and approved Section 1, Annual Governance Statement 2025/26 of AGAR

RESOLVED 26/06/14b Chair & Clerk signed

[c] HPC considered and approved Section 2, Accounting Statements 2025/26, of AGAR prepared and previously signed by the Clerk/RFO **RESOLVED 26/06/14c** Chair signed

[d] HPC approved accompanying bank reconciliation **RESOLVED 26/06/14d** Chair & RFO signed

[e] HPC approved exemption from External Audit having considered the above items **RESOLVED 26/06/14e**

[f] HPC noted variances 2024/25 - 2025/26 and explanations of Box 3 & 6

[g] Date for public rights of inspection will be from Wednesday 01 July 2026 to Tuesday 11 August 2026

inclusive, being 30 working days **NOTED** to be placed on Noticeboard

All documents to be placed on website **ACTION** Clerk

15. FINANCE 2026/27

[a] HPC noted income of £480.00 returned payment from Nextnorth, bank balance at 29 May 2026 £25,228.97, reconciliation £23,748.78 and budget comparisons to date. The Chair signed both documents. The Clerk explained that duplicate payments that were recouped from the same payee do not count as income and expenditure for exemption purposes.

[b] HPC agreed and approved payments listed below noting those paid by cheque or online. **RESOLVED 26/06/14a ACTION** Cllr Wells to authorise

[c] to agree and approve appropriate invoices received after Agenda issued if necessary ~ none

16. HPC discussed steps for VAS provision and a visit by officers/zoom meeting. ECC have suggested a virtual meeting. It was agreed that councillor would take photos of possible position for a post and then to arrange a meeting ACTION Contact KN to request his input for suitability of posts ACTION Clerk . ACTION Councillors to take photos to forward to Clerk to send to ECC . Perhaps it would be better placed outside of the 30mph signs . RESOLVED 26/06/16**17. Debrief of Newport Rivers talk ~ Cllr Wells ~ deferred as still awaiting report from colleague. Cllr Lockton reported that the Rivers Group have produced a film which was used during the Big Green Week****18. Sustainable Hadstock Working Group [SHWG] – Cllr Lockton presented the monthly report noting it had been sent to all. Highlights were ~ Pub night talk cancelled, Big Green Week supported, Surveys undertaken, Recreation ground work with costs ACTION Cllr Lockton to email report to Clerk**

The Chair of HPC opened the discussion confirming all had reviewed the draft and highlighted key points.

HPC discussed the draft amended Terms of Reference. Key points were noted regarding governance, financial controls, and how the revised TOR may affect the working practices of SHWG. Councillors discussed the balance between secure, transparent, clear audit trail, governance and legislation in relation to HPC and the group's ability to deliver activities in the manner they wanted. Due to the nature of the discussions and no definitive recommendation to approve amended TOR it was agreed Councillors would submit any amendments, comments, or deletions of the draft TOR to the Clerk by **1 July 2026**. These would then be circulated to all. It was noted that one of the alternative options as presented at the last meeting which had been dismissed may now be a suitable option of becoming an independent voluntary company. Cllr Lockton would present both options to SHWG at a meeting in July 2026 **RESOLVED 26/06/18a**

[b] to review end of year report to UDC ~ this has been sent to UDC and the same as presented at the Annual Parish Meeting

- 19. Report / debrief from Uttlesford Big Green Week initiative** ~ Cllr Lockton reported the week went well, good attendance but could have been better advertised. UDC will review the project. Confirmed Schools had been invited.

- 20. UDC Signage and Wayfinding Project-** ~ possibility of placing signage on land near telephone box rather than The Green which is well used for events. HPC to be informed. Board size cannot be changed. All comments reviewed. Someone will visit the village before decisions made

- 21. HPC Hundred parishes project** ~ the map designer has visited the village & identified 3 or 4 paintings of key buildings to be included. Will redo map using one based OS detail. Possible uses ~ Postcards, historical walk around village, presence on website

It was suggested that £500 be donated to the charity of choice of the designer who did not wish to be paid a fee. Expenditure predicted to spent on Leaflet, village walk, money to maintain ongoing activity on website

ACTION Clerk to seek advice from 100 Parishes Society

- 22. Village welfare considerations** ~ HPC discussed an approach of this difficult matter. HPC can act as a sign poster. It was thought that useful links could be added to the website and placed in the magazine. The Vicar would make herself available on Tuesdays

The Clerk brought to the attention of HPC that the meeting was going over the limit of Standing Orders it was agreed to proceed and defer some items **RESOLVED 26/06/00a**

- 23. National Emergency Briefing** ~ update from 11 June event ~ to discuss holding a similar event in Hadstock ~ Deferred

- 24. Recreation Ground Report** ~

[a] to receive report – Cllr Johnson ~ differed

i. Discuss Playground inspection report and approve actions & expenditure ~it was agreed to send report to IB to quote on all yellow items **RESOLVED 26/06/24ai**. There was mention of the spring gate.

ii. it was confirmed all play equipment has been visually checked and useable by Cllr Johnson

iii. excess matting still in situ **ACTION** Cllr Johnson to contact BR

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

[a] To review Tree survey report and discuss action required Cllr Lockton had reviewed the report and considered the recommendations. The tree that required removal has since fallen but that can be left in situ. It was agreed that Cllrs. Lockton and Johnson would further discuss to confirm recommendations as to whether the Green team could undertake work if a quote required for tree surgeon. **RESOLVED 26/06/25a** No mention of land on Bartlow road ~ next agenda

[b] HPC discussed Cllr Lockton's proposal to hire mower to cut meadow land @£200 per day with additional cost of approximately £30 per day subsequently. It was felt that whilst HPC had the use of the mower residents may like to 'hire' it further individually [To access this use and report back] **RESOLVED 26/06/25b** hire in principle for Recreation Ground cost is within budget

[c] Copse area which has been cut back which has produced thistles/brambles. Cllr Lockton proposed to place membrane with bark on top to allow suppressant of weeds. Agreed in principle at cost to SH. To confirm costings in July **RESOLVED 26/06/25c**

Councillor Johnson left the meeting

- 26. Highways ~ to receive an update on highways issues, discuss and resolve actions** ~ deferred Clerk to chase County Councillor Davis and send previous report

[a] Highways ~ specifically

ii. Walden Road drainage [2968495]

iii. Walden Road verge damage [4008169]

[b] Speed watch~ update

[c] Twenty is Plenty

27. Defibrillator ~ Cllr Wells ~deferred

28. Telephone box repainting update ~ Approved payment for gold paint RESOLVED 26/06/28

29. To note items for next agenda ~ noted

**30. To discuss writing to Essex County Councillor Cllr Foley as an expression of thanks & support ~ agreed
RESOLVED 26/06/30 ACTION Clerk**

31. Local Council Liaison Forum on Monday 29th June at 7pm at Little Canfield Depot. ~ Approve attendance ~ not discussed

**32. To note the next Parish Council Meeting will take place on Thursday 30 July 2026 at 19.45pm.
in the Village Hall**

33. A public exempt ~ the clerk informed HPC of an email from Saffron Walden Town Council which was welcomed

34. Chairman closed the meeting at 10.22pm

..... Chairman of meeting

Signed as a true record and RESOLVED to approve on 30 July 2026