**Minutes of Hadstock Parish Council Meeting**

**Held on**

**Wednesday 21 October 2026**

at 7.00 pm in the Village Hall Hadstock.

**Present:** Parish Councillors: Denise Wells [Chair], David Johnson [arrived at 7.05pm], Jude Hannam Simon Gosling & the Parish Clerk. District Council John Morran 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 ~ none 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 – none notified
4. The Minutes of the Parish Council Meeting held on **Wednesday 30 September 2026** were approved **RESOLVED 26/10/04.** 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/no apologies
7. To receive and note report from District Councillor Moran ~ was welcomed and reported that at the full council meeting of UDC the National Scheme of delegation related to planning applications had been passed which was felt to be negative to localdemocracy. This is a policy setting out which planning decisions are made by planning officers and which are referred to the planning committee. The 'call in' process has changed and advised HPC if there should be a contentious planning application to contact Cllr Moran with details of why this might be required. Many statutory consultees have been removed, highways will remain. Neighbourhood plans can be helpful but as Hadstock is without any classification the value of preparing one is perhaps something that HPC need not consider. UDC have also adopted the 30-year housing strategy related to social housing.
   There was no update re the Bilberry End flooding and Cllr Moran continues to chase
   HPC asked about how to contact the County Councillor as it was noted that HPC are not the only council with concerns that need to be addressed. Cllr Moran left the meeting
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 ~
      - Attended a very informative CPR training event in Sudbury
      - Sent article to magazine highlighting meeting dates, availability of minutes from website and Parish Council elections will take place in May 2027 with contact details of Clerk
      - HPC to consider updating emergency plan
      - A reminder that the village Christmas tree should be considered ~ Cllr Hannam
      - A reminder of Parish Council elections taking place in May 2027

   **b.** Report from Councillors ~ items not on the agenda ~
      - Cllrs Wells & Johnson reported that complaints had been received about postal delivery ~ as HPC had made comment re the closure of the post box during

renovation of the shop it was felt appropriate that administratively the Clerk would email Royal Mail. It was noted that this may be a national problem but it also might be that it was just due to holiday cover

- Cllr Johnson has had a request for a table tennis table on the recreation ground. Cllr Johnson will progress by finding out if HPC should spend money on this idea.
- Cllr Hannam suggested a WhatsApp group for HPC to inform members that correspondence needs attention and for emergencies
- Cllr Lockton suggested draft minutes or a precis to be sent to the magazine, Facebook, Hadstock info. Clerk to send draft minutes and a precis to all for comment prior to sending to magazine by 19th of each month
- Cllr Hannam reported concerns of debris being left by the pump near the Village green mainly dumpy bags and highways signs. Cllr Lockton will deal with the bags and cones Clerk to email highways
- Cllr Johnson reported overgrown hedging in Bilberry End ~Cllr Johnson will attend
- Concerns were expressed about signage in the village ~ Cllr Wells to respond
- Cllr Lockton wondered if the magazine could be provided free and would like this to be considered as part of the budget process. Cllr Lockton to discuss feasibility with those connected to magazine

9. **Parish Land Report & PRoW's~**
   [a] Cllr Johnson had previously reported that the treatment for the circular bench which HPC had in store was not suitable. The Clerk had obtained a quote of £258.00 for the preparation and 2 coats of Osmo oil which HPC approved to be undertaken **RESOLVED 26/10/09.**
   [b] Cllr Hannam had set up a WhatsApp group for the PRoW team which could include the Green Team. Cllr Hannam will contact Shirley Anglin to arrange a meeting in the village Mondays or Wednesday would be the preferred.
10. **Sustainable Hadstock Working Group [SHWG]** – The clerk had prepared a report previously sent to all which outlined the recommendations for decisions by HPC
    [a] HPC RESOLVED **26/10/10a** to dissolve Sustainable Hadstock Working Group
    [b] HPC RESOLVED **26/10/10b** that the remaining Sustainable Hadstock grant funds will be returned to UDC, with the reason and exact amount to be confirmed and approved for payment at the next meeting.
    [c] HPC RESOLVED **26/10/10c** to acknowledge that the Sustainable Hadstock Society has been formed as an independent project delivery organisation, separate from HPC, with its own constitution and funding conditions and to note that UDC have reviewed and approved their constitution and delivery plan and intend to enter into a new grant agreement with the Society. Once the remaining grant funding is returned to UDC by HPC, UDC will arrange payment to the Sustainable Hadstock Society.
    [d] HPC RESOLVED **26/10/10d** to inform UDC of the decision and request details of transfer arrangement to enable the transfer to be authorised by HPC at the next meeting on 25th November 2026
11. **UDC Signage and Wayfinding Project ~ Installation of A0 Board and Lectern on HPC land**
    HPC considered the request by Stuart Harrison Sustainable Transport and Mobility Manager that on behalf of Uttlesford District Council, permission is sought to install the A0 map board and lectern on the HPC land of the Recreation Ground is considered HPC **RESOLVED 26/10/11** to approve the request
12. **HPC Hundred parishes project** Cllr Hannam gave an update on the project and presented a design brief for quotes to be obtained for the village history & walks interpretation board.
    **ACTION** Cllr Hannam & Clerk to seek quotes

13. **Essex Local Nature Recovery Strategy** ~ Cllr Lockton gave an update from the webinar by Rural Community Council of Essex which had lottery funding to support & help deliver requirements for the Environment Act and in particular to help identify opportunities for the Essex Local Nature Recovery Strategy to enhance, link and improve habitats within our Parish. An expression of interest had been submitted on behalf of HPC noting that much work had already been undertaken by SHWG. A Nature recovery template, a habitat survey should be forthcoming from RCCE and an aspiration for Parish online to be available free for one year. When the Nature recovery detail is received Cllr Lockton can indicate areas that have already been covered by SHWG. This is all expected to be action in the spring of 2027
14. **Governance.**
    [a] Employment matters ~ the Clerk left the meeting [no members of the public were present] Cllrs Wells & Hannam presented their report from the clerks first appraisal held in June 2026 which had identified an increase from the 2023 salary [SCP 9] to SCP 15, either to be back dated to April 2026 or from November 2026.
    Following a discussion and proposal HPC **RESOLVED 26/10/14a** that the Clerk/RFO would remain on the current SCP 9 and not be upgraded to SCP 13 until April 2027 with a possible increase following a further review in November 2027 to SCP 15 in April 2028 subject to budget , pay review and appraisal. Holiday pay could only be paid for the current financial year and must be taken. The clerk returned to the meeting.
    [b] the clerk had prepared a report previously sent to all which outlined future considerations for the website [hadstock.org.uk] The report confirmed that HPC is the legal owner of the existing village website [hadstock.org.uk] and its domain. The preferred way forward would be for HPC to seek quotes as part of the budget process for 2027/28 to operate its own separate website to meet its statutory publication, accessibility, audit, and transparency obligations for implementation from April 2027. The report also highlighted that the current hadstock.org.uk could be offered & transferred for the benefit of the village who would then be responsible for assuming full responsibility and financial costs. No decision needed to be made. **ACTION** The clerk would obtain quotes
15. **FINANCE 2026/27**
    [a] HPC noted £28,047.68 bank balance at 21October 2026 reconciliation of £27,269.55 and budget comparisons to date on target, noting that the large expenditure items are in the second half of the year mainly grass cutting and green skip. The Chair signed both documents.
    [b] the clerk explained the difference between the salary figure on the agenda compared with that seeking approval for payment HPC agreed and approved payments listed below **RESOLVED 26/10/15b**

| Cheque | Payee | Description | Net amount | VAT | Total | |
|---|---|---|---|---|---|---|
| 101642 | Veterans Aid | Donation | 100.00 | | 100.00 | |
| Online | Addenbrooke's Charitable Trust | Donation | 100.00 | | 100.00 | |
| 101643 | Ms S Beckett | Clerks' salary | 428.13 | | 428.13 | |

16. **Recreation Ground Report ~**
    [a] to receive report – Cllr Johnson reported that
    - some of the fencing panels were again missing but had repaired. Clerk to contact IB for quote.
    - Repair quotes for the Tractor have not been received to date

    ii. HPC confirmed all play equipment has been visually checked and useable **RESOLVED 26/10/16 aii**

The clerk reported that the work previously agreed from the quote would be undertaken on 22 October 2026

17. **Heritage Trees on the Recreation Ground** ~Cllr Lockton reported as per email to all of 12 October that 5 trees that are dead/nearly dead or missing and require replacement and deer protection 'pens' of wire mesh and posts would be required total estimate cost of £100 for the trees and £150- £200 for the planting areas. It was noted that the wild grass mowing would not be required [£200] and there was a budget for orchard trees [£75.00]. It was agreed a virement of [£200] from grass cutting to Wild Orchard and for Cllr Lockton to order the necessary required within the costs above **RESOLVED 26/10/17**
18. **Highways ~**
    **[a]** Cllr Wells reported that a resident had emailed ECC Highways to report a danger to life related to Walden Road
    Vegetation work on Walden Road was still to be undertaken bit was still proceeding
    No update from ECC re VAS
    [b] Community speed watch~ 13 vehicles reported in 1 hour recording speeds of over 35mph. HPC approved a representative of CSW to attend a meeting [if convened in the future] with Roger Hirst, PFCC **RESOLVED 26/10/18b ACTION clerk to inform**
19. **Defibrillator ~** Cllr Wells reported all in order and door should be open addressing concerns that it was unlocked
20. **Planning Application/s to consider a consultee comment – UTT/26/2267/TCA** | 1 no. Plum - remove major dead wood and reduce crown by up to 1m, 1 no. Cherry - up to 2m crown reduction, 1 no. Willow - 3 to 4m crown reduction | White House Bartlow Road Hadstock Essex CB21 4PF **RESOLVED 26/10/20** no comment required
21. **To note decisions made by UDC on planning application/s Kings House APPROVED** unconditionally
22. **To receive an update on planning matters – none**
23. **Applications still awaiting determination and for further comment if applicable ~**none
24. **To note items for next agenda ~** noted through meeting and to request more storage space of emails**,** to include Hadstock Magazine in the budget process
25. Councillors were reminded the next **Parish Council Meeting** will take place on **Wednesday 25 November 2026 at 19.00pm.** in the Village Hall
26. No public exempt required as employments matters were dealt with in agenda order as no members of the public present
27. **The Chairman closed the meeting at 9.26 pm**

**…… Chairman of meeting**

**Signed as a true record and RESOLVED to approve on 25 November 2026**

DRAFT