

Clerk to the Council  
Sarah Gaeta

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30<sup>th</sup> September 2020

**To: Members of Hatfield Peverel Parish Council**

**You are hereby summonsed to attend**

**THE PARISH COUNCIL MEETING TO BE HELD ONLINE VIA MICROSOFT TEAMS ON  
MONDAY 5<sup>TH</sup> OCTOBER 2020 AT 7.30 PM**

**for the purpose of transacting the following business.**

*S.L. Gaeta*

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Clerk to the Council

## **AGENDA**

- 20/82** Apologies for absence
- 20/83** Minutes of the Parish Council Meetings held on 7th September and 28th September 2020 to be taken as read and signed as a correct record by the Chairman.
- 20/84** Declarations of Interest (existence and nature) with regards to items on the Agenda. Councillors are reminded that the code of conduct that took effect from 1st July 2012 provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter.
- 20/85 Neighbourhood Watch (NW) Update** 5 minutes  
To receive an update from local NW Representative, Tina Townsend.
- 20/86 Essex County Councillor Update** 5 minutes  
To receive an update from ECC Councillor Derrick Louis.
- 20/87 Braintree District Councillor Update** 5 minutes
- 20/88 Public Participation session** with respect to items on the Agenda and other matters that are of mutual interest. 3 minutes per person; 15 minutes max

*Under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, there will be no physical meeting. Therefore, all communications will be conducted electronically. Members of the public are requested to send their comments or request access details to the meeting to the Clerk (via email only) by **1pm on 5<sup>th</sup> October**. You will be emailed the link to join prior to the meeting.*

- 20/89 Clerk's Report** *5 minutes*  
To receive and note the update on action points from the last meeting.
- 20/90 Burial Ground** *2 minutes*  
Report of interments and memorials.
- 20/91 Planning** *5 minutes*  
The following applications to be considered:  
**20/01479/HH** – Single-storey rear extension, two-storey side extension and internal alterations at 2 New Road, Hatfield Peverel.  
**20/00895/AGR** – Prior notification for a general purpose grain store at Smallands Hall Farm, Spring Lane, Hatfield Peverel. This is a Maldon District Council application.
- The following applications to be noted:  
**20/00308/TPOCON** – Tree works at Worlds End Cottage, Worlds End, Hatfield Peverel.  
**20/00318/TPO** – Tree works at 3 The Pines, Hatfield Peverel.  
**20/00324/TPO** – Tree works on land rear of 21 Woodfield Way, Hatfield Peverel.  
**20/01329/VAR re-consultation** – Land south of Stonepath Drive.
- 20/92 Finance and General Purposes** *10 minutes*  
To receive the September budget update.
- Motion:** The Parish Council to approve the replacement of the damaged streetlight in Remembrance Avenue, and to approve the pursual of an insurance claim to cover costs incurred for both the replacement and the 'making safe'.
- Motion:** The Parish Council to approve the Habitual and Vexatious Complainants Policy.
- Motion:** The Parish Council to approve the Safeguarding and Child Protection Policy review, with no changes made.
- Motion:** The Parish Council to approve the 2021 meeting dates.
- 20/93 Neighbourhood Development Plan** *10 minutes*  
To receive an update on the NDP review.
- To discuss and decide who will lead the Community Land (Stonepath) Working Party and confirm membership. The terms of reference will be approved at a later date.
- 20/94 Environment** *20 minutes*
- Motion:** The Parish Council to agree the quote of £280 from DW Maintenance for the pollarding of the oak tree on The Green.
- Motion:** The Parish Council to agree the quote of £190 + VAT from Mortimer Contracts for the play train repairs at the Strutt Memorial Recreation Ground.
- Motion:** The Parish Council to agree the quotes from Mortimer Contracts of £580 + VAT for the climber repairs and £120 + VAT for the aeroplane rocker repairs, both at the Nounsley Play Area.
- Motion:** The Parish Council to agree the quote of £480 from DW Maintenance to remove the spoil heap at the burial ground and transfer to the Community Park.

**Motion:** The Parish Council to agree the purchase of a noticeboard for the burial ground from WDS Signs, at a cost of £1,010 + VAT, with the optional addition of a map at a cost of £55 + VAT.

To discuss and decide on the recruitment of a second volunteer Tree Warden.

**20/95 Traffic and Related Matters**

*30 minutes*

**Motion:** The Parish Council to agree to make a Local Highways Application for the installation of double yellow lines and a 20mph speed limit outside the schools in Church Road.

To discuss and decide if Hadfelda Square car parking permit applications will be opened up to residents. Please note minute reference 17/119.

To discuss and decide what action the Parish Council will take to secure a Maldon relief road following the future A12 widening works.

**20/96 Parish Council Welcome Pack**

*10 minutes*

To discuss taking forward the Parish Council 'Welcome Pack' initiative.

**20/97 Halloween in the Village**

*5 minutes*

To discuss and decide on the Parish Council's involvement in a Halloween activity in the village, and to agree any associated costs.

**20/98 Accounts for Payment**

*2 minutes*

To agree accounts for payment for September 2020.

**20/99 General Announcements**

*5 minutes*

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 2<sup>nd</sup> October.*

**Date of next Parish Council Meeting – Monday 2<sup>nd</sup> November**