

Clerk to the Council
Sarah Gaeta

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1st July 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 6TH JULY 2020 AT 7.30 PM**

for the purpose of transacting the following business.

S L Gaeta

Clerk to the Council

AGENDA

- 20/25** Apologies for absence
- 20/26** Minutes of the Parish Council Meeting held on 1st June 2020 [to be taken as read and signed as a correct record by the Chairman].
- 20/27** 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.
- 20/28 Braintree District Councillor Update** *5 minutes*
- 20/29 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*
- There will be no physical meeting in line with current Government guidelines and 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 6pm on Monday 6th July. You will then be emailed a link to join the meeting after 6.30pm on the day of the meeting.*
- 20/30 Clerk's Report** *5 minutes*
To receive and note the update on action points from the last meeting.
- 20/31 Burial Ground** *2 minutes*
Report of interments and memorials.
- 20/32 Planning** *30 minutes*
The following applications to be considered:

20/00920/FUL – Part single, part two-storey rear extension to existing dental surgery at Arundel House, The Street.

20/00605/HH – Erection of extension to roof to form new first floor, two-storey front and rear extensions at Rickstones, The Street.

20/00872/HH – Demolition of existing garage, erection of single-storey rear extension and rebuilding of defective glazed front porch at The White House, The Street.

20/00939/HHPA – Erection of a single storey rear extension at Rosebank, 117 Church Road.

The following applications to be noted:

20/00133/TPO – Tree works at 7 Woodham Drive.

20/00145/TPO – Tree works at 53 Willow Crescent.

To confirm if the Parish Council's response (in red) remains the same following re-consultation on the following applications:

20/00545/HH – Single-storey front and side extension at Albemarle, Ulting Road. **No comment, except lighting condition request**

20/00386/OUT – Demolition of garage and erection of a two-storey building (10x2 bed motel rooms) at the Swan Inn Public House, The Street. **Supported**

20/00343/HH – Raise roof height, erection of front roof dormers and side external staircase at 1 Conquerors Close. **No comment, except request for condition to remain as part of main dwelling**

20/00542/FUL – Conversion of barn and single storey wings into 5 bedroom single-storey dwelling at Smallands Hall Farm, Spring Lane. **No comment, except request for condition of no separate dwelling**

20/00595/FUL – Erection of two-storey 3 bedroomed detached dwelling house at Shalom, Peverel Avenue. **Not supported**

20/00649/HH – Replacement of existing detached garage at 3 Butlers Cottages, Nounsley Road. **No comment**

20/00678/HH – Single-storey rear extension and single-storey front porch extension at 17 Stonepath Drive. **No comment**

20/00697/HH – Erection of a part two-storey, part single-storey rear extension at 41 Baker Avenue. **No comment**

20/00371/FUL – Erection of a two-storey 4 bedroom detached dwelling house at Berwick Barns, Terling Hall Road. **Not supported**

20/00737/HH – Car port building with games room in roof at Waverley, Maldon Road. **No comment**

Motion: The Parish Council to agree to meet with Gladman Developments Ltd to hear their proposals for the land off of Maldon Road.

Motion: The Parish Council to establish a working party to execute receipt of the land from the Stonepath Meadow developers (as per S106 agreement to take place before any development commences) and implement a scheme of works to realise the vision of a wildflower meadow allowing public access and enjoyment.

20/33 Finance and General Purposes

20 minutes

Motion: The Parish Council to receive the Internal Audit Report for 2019/20.

Motion: The Parish Council to approve and sign the Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return (AGAR) for 2019/20.

Motion: The Parish Council to approve and sign the Accounting Statements (Section 2) of the AGAR for 2019/20.

To note the dates of the period for the exercise of public rights of 13th July to 21st August 2020.

Motion: The Parish Council to approve the continued holding of ring-fenced reserves for the following: Community Park; Community Events; MUGA pitch; Hadfelda Square Car Park; Football Club Reinstatement.

Motion: The Parish Council to decide on either a one year insurance agreement at a cost of £927.67 for this year, or a three year insurance agreement at a cost of £884.09 per year, with the option of free Parish Online. Both prices include Insurance Premium Tax.

To receive the June budget update.

To discuss and decide if permission will be granted to Braintree District Council to install a food and drink carton (tetra-pak) recycling unit in the Village Hall car park, as part of a one year trial (deferred from last meeting).

To note the payment of £300 for April and May's office rent outside of a meeting due to late presentation of invoice.

20/34 Grant Applications

10 minutes

To consider grant applications received from the following charities: Citizens Advice Braintree, Halstead and Witham; Basics Essex Accident Rescue Service (BEARS).

(Any grants awarded will need to be allocated from general reserves in the absence of Party in the Park proceeds this year). Please note, the Grant Awarding Policy gives a deadline of 30th November and states that funds come from PiP proceeds. However, these applications are being presented to the Council early due to the current situation for charities.

20/35 Neighbourhood Development Plan

5 minutes

Motion: The Parish Council to agree to the review of the NDP, and consider the allocation of £5,000 as contingency for the current year for guidance consultation (should it be required) and/or to engage professional help in collating and designing the final reviewed document for publication.

20/36 Environment

30 minutes

To discuss the reopening of play areas and the MUGA pitch and decide if the Parish Council can comply with the Government guidance on operating the areas safely, and to agree associated expenditure.

<https://www.gov.uk/government/publications/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms/covid-19-guidance-for-managing-playgrounds-and-outdoor-gyms>

Motion: The Parish Council to have the scrubby vegetation cleared in Church Road opposite the school entrance by DW Maintenance at a cost of £90.

To discuss the next steps for the land surrounding the duck pond following the recent clearance works, and to finalise three options for public consultation.

20/37 Community Park

10 minutes

To note the environmental impact surveys being undertaken at the Community Park by Highways England as part of the A12 widening scheme.

To decide on the way forward with the Community Park, either through continuing with a working party or putting a committee in place.

20/38 Accounts for Payment

2 minutes

To agree accounts for payment for June 2020.

20/39 General Announcements

5 minutes

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 3rd July.
Date of next Parish Council Meeting – Monday 3rd August*