

Clerk to the Council
Sarah Gaeta

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29th September 2021

To: Members of Hatfield Peverel Parish Council

You are hereby summonsed to attend

**THE PARISH COUNCIL MEETING
TO BE HELD IN ROOM 2 AT THE VILLAGE HALL
ON MONDAY 4TH OCTOBER 2021 AT 7.30 PM**

for the purpose of transacting the following business.

S L Gaeta

Clerk to the Council

AGENDA

21/93 Apologies for Absence

21/94 Minutes of the Parish Council Meeting held on 6th September 2021 to be taken as read and signed as a correct record by the Chairman.

21/95 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.

21/96 Essex County Councillor Update *5 minutes*
To receive an update from ECC Councillor Derrick Louis.

21/97 Braintree District Councillor Update *5 minutes*

21/98 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

21/99 Clerk's Report *5 minutes*
To receive and note the update on action points from the last meeting.

21/100 Burial Ground *2 minutes*
Report of interments and memorials.

21/101 Planning

10 minutes

The following applications to be considered:

21/02666/HH – Two-storey side, single-storey front and rear extensions at 52 St Andrew's Road, Hatfield Peverel.

21/02656/FUL – Installation of metal plough to form a permanent entrance feature on land north east of Gleneagles Way, Hatfield Peverel.

21/02688/HH (LBC) – Conversion of an existing attached car port to form 1 bed habitable annexe accommodation at Priory Farm, Sportsmans Lane, Hatfield Peverel.

21/02652/HH – Single-storey rear extension at 20 Church Road, Hatfield Peverel.

21/02673/FUL – Erection of fencing, along the western boundary of St Andrew's Churchyard, Hatfield Peverel.

21/02837/VAR – Variation of conditions relating to application reference number 19/01803/FUL, to allow the removal of two Affordable Housing Certification items from the Section 106 Agreement, at Hatfield Bury Farm, Bury Lane, Hatfield Peverel.

21/02504/HH – First-floor front extension over existing integral garage and single-storey rear extension at The Keep, Nounsley Road, Hatfield Peverel.

21/02852/TPO – Tree works at land adjacent to 19 Ranulph Way, Hatfield Peverel.

21/102 Finance and General Purposes

30 minutes

(a) To discuss and approve the mid-year budget amendments.

(b) To consider and approve or decline membership to the Braintree Association of Local Councils (BALC).

(c) To note the External Auditor's report and the conclusion of the 2020/21 audit.

(d) To approve the ex-gratia payment to the Editor of The Review for the years 2020 (£250) and 2021 (£500).

(e) To note the conclusion of the matter referred to under minute reference 21/75(c).

(f) To note the 2021/22 quarter 1 bank reconciliation check.

21/103 Neighbourhood Development Plan

5 minutes

To receive an update on the review of the NDP.

21/104 Heritage

5 minutes

To receive an update on the research of non-designated heritage assets.

21/105 Environment

10 minutes

Motion: The Parish Council to appoint DW Maintenance to harrow, aerate and roller the Strutt Memorial Recreation Ground at a cost of £285.00.

To discuss, amend and approve the Section 106 Working Party Terms of Reference.

21/106 Traffic

30 minutes

(a) Motion: The Parish Council to endorse the following Local Highways Panel applications:

(i) Installation of gateway features (white gates) with speed restriction signs at various highway entrances to (a) Hatfield Peverel and (b) Nounsley (separate applications).

(ii) Imposition of 20mph speed limit in Church Road in the vicinity of the schools during set hours Monday to Friday.

(iii) Painting of '30mph' roundels on highway at all entrances to Hatfield Peverel and Nounsley (one application).

(b) Motion: The Parish Council to purchase a one year 'Silver' maintenance contract for the two Vehicle Activated Sign (VAS) units at a cost of £253.38 + VAT.

(c) Motion: The Parish Council to purchase a further 100 '30mph' stickers for householder wheelie bins at a cost of £99.00.

(d) Motion: The Parish Council to purchase a new Speed Indicator Device from Swarco Ltd, to show actual speed plus "Thank You" or "Slow Down"; and pole if required. Estimated cost of unit £3,200 + VAT; estimated cost of pole £100.

(e) Motion: The Parish Council to allow residents living in the immediate vicinity of Hadfelda Square Car Park the opportunity to purchase parking permits, as and when they become available. This will be via the waiting list which is operated by the North Essex Parking Partnership.

21/107 KBMG

5 minutes

To discuss the additional maintenance request from the Football Club.

21/108 Accounts for Payment

2 minutes

To agree the accounts for payment for September 2021.

21/109 General Announcements

5 minutes

Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 1st October.

Date of next Parish Council Meeting – Monday 1st November