

Clerk to the Council
Sarah Gaeta

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30th October 2024

To: Members of Hatfield Peverel Parish Council

You are hereby summoned to attend

**THE PARISH COUNCIL MEETING
TO BE HELD AT THE VILLAGE HALL
ON MONDAY 4TH NOVEMBER 2024 AT 7.30 PM**

for the purpose of transacting the following business.

SL Gaeta

Clerk to the Council

A G E N D A

24/120 Apologies for Absence

24/121 Minutes of the Parish Council Meetings held on 7th October 2024 to be taken as read and signed as a correct record by the Chairman.

24/122 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 3rd June 2024 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.

24/123 A12 Q&A with Nigel Allsopp, National Highways

24/124 Essex County Councillor Update *5 minutes*

24/125 Braintree District Councillor Update *5 minutes*

24/126 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*

24/127 Election of Vice Chairman *2 minutes*

24/128 Clerk's Report *5 minutes*
To receive and note the update on action points from the last meeting.

24/129 Finance and General Purposes *20 minutes*

- (a) To receive the October budget update.
- (b) To note the completion and checking of the 2024/25 second quarter bank reconciliations.
- (c) To adopt the Anti-Harassment Policy.

- (d) To consider the request from the Methodist Church to erect a gazebo on the Strutt Memorial Recreation Ground on 8th December 2024 to hold an outdoor service.
- (e) To note the Local Government Services Pay Agreement for 2024/25 for Officers, backdated to 1st April 2024.
- (f) To agree the 2025 full Council meeting dates.
- (g) To approve a donation of £20 to the Royal British Legion, in place of purchasing a replacement poppy wreath.

24/130 Traffic *20 minutes*

- (a) To receive an update on traffic matters.
- (b) To agree to erect signage in the Village Hall Car Park to inform users of the terms and conditions of use and the limitations on parking.
- (c) To agree to erect a CCTV camera outside the Parish Council office which has the capability to record vehicles entering and exiting the car park with a time date stamp.
- (d) To commit to taking legal action against offenders when necessary.

24/131 Neighbourhood Development Plan *5 minutes*
To receive an update on the NDP.

24/132 Environment *10 minutes*
To review quotes received for operational and annual inspections for the play and outdoor gym equipment and appoint a contractor to undertake these.

24/133 Stone Path Meadow *5 minutes*
To receive an update on the meadows.

24/134 Section 106 Funds *5 minutes*
To receive an update on Section 106 funds and projects.

24/135 Communications *5 minutes*
To receive an update on communications.

24/136 Keith Bigden Memorial Ground *30 minutes*

- (a) To consider the appointment of the Parish Council's grounds maintenance contractor to clear the scrubland currently under the Bowls Club lease, at an estimated cost of £2,000.
- (b) To agree to the proposed lease boundary changes for the Football Club, Bowls Club and Croquet Club.
- (c) To appoint a solicitor to draw up new leases for all three clubs under the same terms.
- (d) To agree the expansion of the car park into the area highlighted in the draft vision plan.
- (e) If (d) is agreed, to agree to permit preparatory hedge cutting to create an entrance way to the car park extension.
- (f) To agree to the creation of a new pathway around the main senior football pitch alongside the new perimeter fencing.
- (g) If (f) is agreed, to agree to the disposal of spoil excavated for the path on the site, approximately 50m³.

24/137 Youth Services *5 minutes*
To receive an update on Youth Services.

24/138 Accounts for Payment *5 minutes*
To agree the accounts for payment for October 2024.

24/139 Announcements *5 minutes*

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 1st November.
The timings given above are for the Chairman's guidance.*

Date of next Parish Council Meeting – Monday 2nd December