

Clerk to the Council  
Sarah Gaeta

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31<sup>st</sup> January 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 5<sup>TH</sup> FEBRUARY 2024 AT 7.30 PM**

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

*S L Gaeta*

Clerk to the Council

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## **AGENDA**

### **23/208 Apologies for Absence**

**23/209** Minutes of the Parish Council Meetings held on 8<sup>th</sup> January and 22<sup>nd</sup> January 2024 to be taken as read and signed as a correct record by the Chairman.

**23/210** 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.

**23/211 Essex County Councillor Update** *5 minutes*

**23/212 Braintree District Councillor Update** *5 minutes*

**23/213 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*

**23/214 Clerk's Report** *5 minutes*  
To receive and note the update on action points from the last meeting.

**23/215 Finance and General Purposes** *10 minutes*  
(a) To receive the January budget update.  
(b) To grant permission to Gigaclear to use the Strutt Memorial Recreation Ground for an Easter trail in the school holidays for residents.

- 23/216 Traffic** 5 minutes  
 (a) To receive an update on traffic matters, including the A12 widening and Laburnum Way footpath.  
 (b) To consider a request from the GP surgery to purchase a further two parking permits for Hadfelda Square car park.
- 23/217 Heritage** 5 minutes  
 To receive an update from the Heritage Warden.
- 23/218 Neighbourhood Development Plan** 5 minutes  
 To receive an update on the NDP.
- 23/219 Environment** 10 minutes  
 (a) To consider the purchase and planting of replacement trees (with tree guards) for the Strutt Memorial Recreation Ground, up to a cost of £1,500, with £1,000 funded by an ECC Locality grant.  
 (b) To consider an application for a memorial bench.
- 23/220 Stone Path Meadow** 5 minutes  
 To receive an update on Stone Path Meadow.
- 23/221 Section 106 Funds** 10 minutes  
 (a) To receive an update on S106 projects.  
 (b) To consider quotes received for the 'Supply and Installation of Gates and Perimeter Fencing at the Old Allotment Site' project, and appoint a contractor to carry out the works, taking into consideration the Allotment Association's recommendation.
- 23/222 Communications** 5 minutes  
 (a) To receive an update on communications.  
 (b) To delegate the setting of the e-zine advertising fees to the Clerk, following research and advice.
- 23/223 Keith Bigden Memorial Ground** 15 minutes  
 (a) In accordance with Standing Order 7(a), the following **motion** is proposed: To rescind resolution 23/199(a) – *to plant 50 native trees in the southern conservation area at the KBMG.*  
 (b) If the motion in (a) is carried, to discuss and decide on an alternative location for the planting of 50 native trees.
- 23/224 Youth Services** 5 minutes  
 (a) To receive an update on youth services.  
 (b) To grant permission for the Braintree Youth Bus to use the Village Hall car park on Wednesday 21st February evening and Sunday 25th February daytime.
- 23/225 Accounts for Payment** 2 minutes  
 To agree the accounts for payment for January 2024.
- 23/226 Announcements** 5 minutes

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 2<sup>nd</sup> February.  
 The timings given above are for the Chairman's guidance.*

**Date of next Parish Council Meeting – Monday 4<sup>th</sup> March 2024**