

Clerk to the Council
Sarah Gaeta

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1st March 2023

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 6TH MARCH 2023 AT 7.30 PM**

for the purpose of transacting the following business.

SL Gaeta

Clerk to the Council

AGENDA

22/209 Apologies for Absence

22/210 Minutes of the Parish Council Meeting held on 6th February 2023 to be taken as read and signed as a correct record by the Chairman.

22/211 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.

22/212 Essex County Councillor Update *5 minutes*
To receive an update from ECC Councillor Derrick Louis.

22/213 Braintree District Councillor Update *5 minutes*

22/214 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*

22/215 Clerk's Report *5 minutes*
To receive and note the update on action points from the last meeting.

22/216 Burial Ground *2 minutes*
Report of interments and memorials.

22/217 Planning Committee *2 minutes*
To receive the minutes from the meeting held on 6th February 2023.

- 22/218 Finance and General Purposes** *10 minutes*
- (a) To receive the February budget update.
 - (b) To discuss and decide if permission will be granted for limousine access on to the Strutt Memorial Recreation Ground on 21st July 2023 from 2.45pm.
 - (c) To approve the booking of reindeer and static sleigh for the Christmas in the Park event, covering the cost (to be confirmed) should insufficient sponsorship be obtained.
- 22/219 Traffic** *5 minutes*
- To receive an update on traffic matters.
- 22/220 Heritage** *5 minutes*
- To receive an update from the Heritage Warden.
- 22/221 Neighbourhood Development Plan** *5 minutes*
- To receive an update on the NDP review.
- 22/222 Environment** *5 minutes*
- Motion:** To appoint DW Maintenance to cut back overgrowth on the Strutt Memorial Recreation Ground footpath at a cost of £670.
- 22/223 Stone Path Meadow** *5 minutes*
- (a) To receive an update on the community land.
 - (b) **Motion:** To appoint Wallace Arboriculture and Groundcare to carry out tree works identified in the recent Tree Survey at a cost of £480 + VAT.
 - (c) **Motion:** To appoint Wallace Arboriculture and Groundcare to carry out tree works recommended following inspection at a cost of £720 + VAT.
 - (d) **Motion:** To approve the Stone Path Meadow Management Plan.
 - (e) To consider quotes received for the cutting of the meadow as part of the Management Plan, and appoint a contractor to carry out this work.
- 22/224 Community Park** *5 minutes*
- To receive an update from the Community Park Working Party.
- 22/225 Section 106 Funds** *15 minutes*
- (a) **Motion:** To provide floodlights during the construction of the Tennis Court Facility.
 - (b) **Motion:** To award the consultant contract to Sports Facility Planning and Design to oversee the Tennis Court Project, subject to references being obtained from other projects that the Consultant has worked on.
- 22/226 Communications** *5 minutes*
- Motion:** To approve the Communications Working Party Terms of Reference.
- 22/227 Keith Bigden Memorial Ground** *5 minutes*
- To receive an update on KBMG matters.
- 22/228 Accounts for Payment** *2 minutes*
- To agree the accounts for payment for February 2023.
- 22/229 General Announcements** *5 minutes*
- 22/230 Motion:** Under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2), the Parish Council to exclude members of the public for the duration of this meeting:
- (a) To consider a confidential matter under the Habitual or Vexatious Complainant Policy.
 - (b) To consider commercial interests concerning the Community Park.
 - (c) To consider tenders received for the Strutt Memorial Recreation Ground Project and award the contract.
 - (d) To consider the terms of the Burial Ground Maintenance Contract. *30 minutes*

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 3rd March.
Timings published on this agenda are for guidance only.*