

Clerk to the Council  
Sarah Gaeta

Parish Council Office  
Community Association Village Hall  
Maldon Road  
Hatfield Peverel  
Essex CM3 2HP  
Tel: (01245) 382865  
Email: [parishclerk@hatfieldpeverelpc.com](mailto:parishclerk@hatfieldpeverelpc.com)

17<sup>th</sup> April 2024

**To: Members of the Community Park Committee**

**You are hereby summoned to attend**

**THE COMMUNITY PARK COMMITTEE MEETING  
TO BE HELD AT THE VILLAGE HALL  
ON MONDAY 22<sup>ND</sup> APRIL 2024 AT 7.30 PM**

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

*SL Gaeta*

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Clerk to the Council

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**AGENDA**

- 1. Apologies for Absence**
- 2. Minutes of the Community Park Committee Meeting held on 25<sup>th</sup> March 2024 to be taken as read and signed as a correct record by the Chairman.**
- 3. Declarations of Interest (existence and nature) with regards to items on the Agenda. Councillors and Committee Members 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.**
- 4. 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*
- 5. Finance**  
To receive an update on ring fenced funds held.
- 6. Management of the Site**
  - (a) To receive feedback from the organisations contacted relating to the feasibility of committee plans for the site.
  - (b) To receive feedback from enquiries made with Witham Town Council.
  - (c) To consider appointing a contractor to carry out a health and safety assessment.
  - (d) To consider further information on accreditation.
  - (e) To formulate a scope of works/specification for a pump track on site.
- 7. Matters for the next agenda**  
To propose matters for the next agenda and decide on the date of the next meeting due to May bank holidays.