

Clerk to the Council  
Sarah Gaeta

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24<sup>th</sup> February 2021

**To: Members of Hatfield Peverel Parish Council**

**You are hereby summonsed to attend**

**THE PARISH COUNCIL MEETING TO BE HELD ONLINE VIA MICROSOFT TEAMS ON  
MONDAY 1<sup>ST</sup> MARCH 2021 AT 7.30 PM**

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

*SL Gaeta*

Clerk to the Council

## **A G E N D A**

**20/177** Apologies for absence

**20/178** Minutes of the Parish Council Meeting held on 1<sup>st</sup> February 2021 to be taken as read and signed as a correct record by the Chairman.

**20/179** 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.

**20/180 Essex County Councillor Update** *5 minutes*  
To receive an update from ECC Councillor Derrick Louis.

**20/181 Braintree District Councillor Update** *5 minutes*

**20/182 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*

*Under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, there will be no physical meeting. Therefore, all communications will be conducted electronically. The link to join the meeting will be published on the website on the day of the meeting: <https://www.hatfieldpeverelpc.com/parish-council-meetings/monthly-meeting-agendas/>*

**20/183 Clerk's Report** *5 minutes*  
To receive and note the update on action points from the last meeting.

- 20/184 Burial Ground** *2 minutes*  
Report of interments and memorials.
- 20/185 Planning** *5 minutes*  
The following applications to be considered:  
**21/00171/HH** – Single-storey side extension at 4 Willow Crescent, Hatfield Peverel.  
**21/00437/HH** – Single-storey extension to rear with single-storey infill between house and garage at 7 Yew Tree Close, Hatfield Peverel.
- The following applications to be noted:  
**21/00521/TPO** – Tree works at 45 Willow Crescent, Hatfield Peverel.
- 20/186 Finance and General Purposes** *30 minutes*  
To receive the February budget update.
- To discuss the return to face-to-face meetings.
- To discuss and decide whether to cancel the 2021 Annual Parish Meeting (the meeting of the electors).
- To agree the change to the May meeting date (which will include the Annual Parish Council Meeting) from Monday 10<sup>th</sup> May to Wednesday 5<sup>th</sup> May 2021.
- Motion:** The Parish Council to adopt the model Standing Orders that were revised in 2020.
- 20/187 Environment** *10 minutes*  
**Motion:** The Parish Council to site the second defibrillator unit at the railway station, subject to approval.
- To discuss the merits of purchasing ‘no littering’ signs and where to place them.
- 20/188 Traffic** *10 minutes*  
**Motion:** The Parish Council to appoint DW Maintenance to carry out a refurbishment of the Nounsley bus shelter at a cost of £555. Please note, £500 towards this project has been awarded through the District Councillors’ Grant.
- To receive an update on traffic matters.
- 20/189 Community Park** *10 minutes*  
To discuss the recent bonfires and other works carried out on the site and determine what will be permitted in the future.
- 20/190 Streetlight Replacement** *5 minutes*  
To receive an update on the replacement streetlight in Remembrance Avenue and note the increased charge from UK Power Networks.
- 20/191 Sole Trustee Secretary Role** *15 minutes*  
**Motion:** The Parish Council to agree to fund the role of Secretary to provide advice and support with regulatory compliance in its role as Sole Trustee.
- 20/192 Accounts for Payment** *2 minutes*  
To agree the accounts for payment for February 2021.
- 20/193 General Announcements** *5 minutes*

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 26<sup>th</sup> February.*

**Date of next Parish Council Meeting – Monday 12<sup>th</sup> April 2021**