**MINUTES OF THE HATFIELD PEVEREL PARISH COUNCIL MEETING**
**HELD ON MONDAY 2ND NOVEMBER 2026**
**IN THE VILLAGE HALL AT 7.30PM**

**Those present:**

Cllr M Weale (Chairman)
Cllr D Broddle
Cllr M Elliston
Cllr T Munt
Cllr R Parker
Cllr W Purser
Cllr M Renow
Cllr T Short
Cllr S Smith
Cllr D Wallace
Cllr T Weale
Clerk
6 members of the public

**26/118 Apologies for Absence**
None received.

**26/119 Minutes**
The Minutes of the Parish Council Meeting held on 5th October 2026 were agreed and signed as a correct record.

**26/120 Declarations of Interest**
Councillor Wallace in item 26/128 (c) and (d) and 26/134.

**26/121 Essex County Councillor (ECC) Update**
Councillor John Morris gave an update on the following:

- £180m shortfall in ECC accounts. Actively looking for redundancies.
- Operation Vanguard interventions.
- Attempting to get reimbursement on expenditure incurred preparing for Local Government Reorganisation that has been put on hold.
- Speed survey – ECC will not carry this out, the Parish Council will need to contact an independent company.
- Library – issue with use of toilets.
- Locality Fund – £1500 approved for cycle racks on the recreation ground.
- Station Road – streetlight identified as Parish Council responsibility and has been fixed.
- Sportsmans Lane – condition of road is in the system.

*Councillor Munt joined the meeting.*

**26/122 Braintree District Councillor (BDC) Update**
Councillor Dervish sent apologies.

**26/123 Public Participation**
One member of the public raised the following:

- 26/126 (c) - suggestion for inclusion in the AI Policy.
- 26/126 (h) – suggestion for inclusion in the CCTV Policy.
- 26/126 (b) – if proposal goes ahead, how will car park revenue be generated?

**26/124 Clerk's Update**

The Clerk's update was received.

**26/125 Youth Services**

(a) An update on youth services was received.

(b) **It was resolved** to submit a formal application to Braintree District Council seeking removal of conditions 3 and 6 of planning application 09/00782/FUL relating to the installation of the MUGA.

*Power: Local Government (Miscellaneous Provisions) Act 1976 s.19.*

**26/126 Finance and General Purposes**

(a) The budget update was received.

(b) The completion of the Quarter 2 bank reconciliations was noted.

(c) Following amendments, **it was resolved** to adopt the Use of Artificial Intelligence (AI) Policy .

(d) **It was resolved** to authorise the Responsible Financial Officer to commence a 90-day free trial of Parish Online Mapping, with a view to evaluating its suitability for the management .

(e) The report regarding lone working arrangements was considered and **it was resolved** to undertake further investigation into available monitoring solutions and associated costs.

(f) **It was resolved** to submit an application to the Cost-of-Living Small Grants Scheme to fund one academic year of free weekly tennis lessons for young people aged 13 to 18 years.

(g) Following consideration of the report regarding the VAT treatment of the Village Hall Accessible Toilet Project, **it was resolved to** proceed on the basis that VAT incurred will be reclaimed through the normal VAT refund procedures and not to obtain specialist VAT advice prior to payment of the works.

(h) Following amendments, **it was resolved** to incorporate the use of body-worn cameras in the Council's adopted CCTV Policy

(i) **It was resolved** to submit the final response to Braintree District Council Local Plan Regulation 19 consultation.

(j) **It was resolved** to agree the full council meeting dates for 2027.

*Power: Accounts and Audit Regulations 2015; Local Government Act 1972, s.111; Health and Safety at Work etc Act 1974; Local Government (Miscellaneous Provisions) Act 1976, s.19; Public Health Act 1875, s.164; Local Government Act 1972 Sch. 12.*

**26/127 Traffic**

(a) An update on traffic matters was received.

(b) Following consideration of the proposal from LDK Group Ltd for the management of the Village Hall and proposed sports facility overflow car park, **it was resolved** to investigate further.

*Power: Local Government Act 1972, s.111.*

**26/128 Environment**

(a) An update from the Environment Advisory Group was received.

(b) Following consideration of the report regarding cemetery walkway widths, **it was resolved** to increase the width to 24 inches from row E onwards.

(c) **It was resolved** to appoint Wallace Arboriculture to supply and install bark chippings at the woodland footpath by the duck pond at a cost of £760 + VAT. *Councillor Wallace abstained.*

(d) **It was resolved** to agree the installation of cycle racks outside the Village Hall using funding secured through the Essex County Council Locality Fund. *Councillor Wallace abstained.*

*Power: Local Authorities' Cemeteries Order 1977; Local Government Act 1972, s.214(6); Public Health Act 1875, s.164; Open Spaces Act 1906, ss. 9&10; Local Government (Miscellaneous Provisions) Act 1976, s.19.*

**26/129 Stone Path Meadow**

A brief update on the meadows was received.

**26/130 Section 106 Funds**
A brief update on S106 projects was received.

**26/131 Communications**
No update at this meeting.

**26/132 Keith Bigden Memorial Ground**
No update at this meeting.

**26/133 Community Park**
An update on the Community Park was received.

**26/134 Accounts for Payment**
**It was resolved** that the accounts for payment for October 2026 be approved as follows:

| | |
|---|---|
| Staff costs | £8,367.52 |
| Wallace Arboriculture and Groundcare | £4,350.30 |
| Andrew Smith Print Limited | £390.00 |
| Hatfield Peverel Community Association | £293.33 |
| A&J Lighting | £1,601.94 |
| Kompan | £334.52 |
| ETC Sports Surfaces | £3,554.40 |
| Allwag | £158.95 |
| Essex County Council | £1,405.38 |
| Upstairs Downstairs (Maldon) | £772.50 |
| Wave | £60.21 |
| M and S Cleaning Services | £50.00 |
| Dunmow Training | £180.00 |
| C Truman (expenses) | £14.56 |
| Society of Local Council Clerks | £469.00 |
| SX Architecture | £275.00 |
| Glasdon | £268.79 |
| T Manamperi (expenses) | £21.00 |
| Westwood Livery | £225.00 |

Pre-Approved Direct Debits:

| | |
|---|---|
| Unity Trust Bank | £12.55 |
| Braintree District Council | £191.00 |
| BT | £71.94 |
| Now Pensions | Included in staff costs |
| SSE | £675.28 |
| British Gas | £29.01 |
| Lloyds Bank (office expenses) | £272.64 |

*Councillor Wallace abstained.*

**26/135 General Announcements**

- The Remembrance Parade will be held on Sunday at 10am from the Scout Hut to the Church.
- A councillor suggested that consideration be given to the installation of a permanent Tommy silhouette on The Green.
- A councillor advised that a resident regularly places dog waste bags at dog bins throughout the village. Thanks were expressed for the resident's contribution.

**26/136 Confidential Matters**

(a) Under the Public Bodies (Admissions to Meetings) Act 1960 s.1(2), **it was resolved** to exclude members of the press and public for the duration of this meeting to consider the following confidential item.

(b) Quotations were received for the feasibility study relating to the proposed first-floor office accommodation (Minute Reference 26/88(c)). As the anticipated costs are likely to make the project unviable, an alternative proposal to reconfigure the ground floor was presented. Quotations for architectural work will be obtained and presented at the December meeting.

**The meeting closed at 9.53pm**

**The next meeting will be held on Monday 7th December 2026**