

**MINUTES OF THE HATFIELD PEVEREL PARISH COUNCIL MEETING  
HELD ON MONDAY 3<sup>RD</sup> JULY 2023  
IN THE VILLAGE HALL AT 7.30PM**

**Those present:**

Cllr M Weale (Chairman)  
Cllr C Dervish  
Cllr D Wallace  
Cllr M Renow  
Cllr T Munt  
Cllr L Shaw  
Cllr D Broddle  
Cllr M Elliston  
Cllr H Knightbridge  
Cllr R Parker  
Clerk  
6 members of the public

**23/52 Apologies for Absence**

Apologies were received and accepted from Cllr Greaves. Cllr Knightbridge will be late joining the meeting.

**23/53 Minutes**

The Minutes of the Parish Council Meeting held on 5<sup>th</sup> June 2023 were agreed and signed as a correct record.

**23/54 Declarations of Interest**

Councillor Wallace in handyman matters and item 23/71.

**23/55 Essex County Councillor (ECC) Update**

Councillor Louis was not present.

**23/56 Braintree District Councillor (BDC) Update**

Councillor Dervish gave an update on the following:

- More updates will be available after the full council meeting on 17<sup>th</sup> July.
- Planning enforcement have been chased in relation to 55 Sportsmans Lane.

**23/57 Public Participation**

One member of the public offered thanks to the Parish Council for its support of Party in the Park 2023. Cllr Weale thanked all those who supported the event.

**23/58 Clerk's Report**

The Clerk's Report was received with a query on item 19/168. The Clerk confirmed that the land registration of the community park was complete, but the documents were yet to be received from the solicitor.

**23/59 Burial Ground**

A memorial application for plot 639 was approved.  
Total fees received in June: £190.

**23/60 Finance and General Purposes**

- (a) The June budget update was received without comment.
- (b) **It was resolved** to adopt the Financial Reserves Policy.
- (c) **It was resolved** to adopt the Financial Investment Strategy.

- (d) **It was resolved** to move the Stone Path Meadow ring-fenced funds to the CCLA's Public Sector Deposit Fund. *Cllr Knightbridge joined the meeting.*
- (e) The transfer of the £1,000 contribution to the Community Events bank account, as allocated in the 2023/24 budget, was noted.
- (f) The cheque payment of £577.50 + VAT made outside of a meeting under Financial Regulation 4.1 to Mobile Thrones Ltd for Party in the Park was noted.
- (g) The signing of the Wayleave agreement with Gigaclear and payment received of £1,478.81 was noted.

#### **23/61 Traffic**

An update on traffic matters was received.

#### **23/62 Heritage**

- (a) An update was received from the Heritage Warden.
- (b) **It was resolved** to agree in principle to place a memorial of some kind on or near The Green in memory of Agnes Waterhouse, subject to further details and costs which will be presented at a future meeting.

#### **23/63 Neighbourhood Development Plan (NDP)**

An update on the NDP review was received.

#### **23/64 Environment**

**It was resolved** to agree the quote from Uni Play of £1,240 + VAT for the relining of the MUGA, from the ring-fenced reserves held.

#### **23/65 Stone Path Meadow**

An update on Stone Path Meadow was received.

#### **23/66 Community Park**

An update on the Community Park was received.

#### **23/67 Section 106 Funds**

- (a) An update on Section 106 Funds was received.
- (b) **It was resolved** to pay the equipment storage fees that will be incurred due to the request from the events team to delay the start of the Recreation Ground works until after Party in the Park, at a cost of £1,100.
- (c) **It was resolved** to approve the use of £3,312.71 of S106 monies for Kompan to install two self-closing gates at the infant play area, as recommended at the recent site visit.

#### **23/68 Communications**

An update on communications was received.

#### **23/69 Keith Bigden Memorial Ground**

**It was resolved** to grant permission for the Football Club to seek to install an all-weather pitch on land already within the lease.

#### **23/70 Permissions**

- (a) **It was resolved** to grant permission for Essex Inflatables to hold 'inflatable days' on the Strutt Memorial Recreation Ground during the summer holidays.
- (b) **It was resolved** to support the Clerk in her voluntary work as Secretary to the SLCC's Essex Branch.
- (c) The motion to grant permission for a pizza van to trade in the Hadfelda Square car park for 6 days per week, 8 hours per day was not carried.

- (d) **It was resolved** to form a Council WhatsApp group for the purpose of notifications.
- (e) A motion to pay the office cleaning contractor's liability insurance was not proposed. Following discussion, it was decided that cleaning service requirements will be reviewed and then tendered for.

### **23/71 Accounts for Payment**

**It was resolved** that the accounts for payment for June 2023 be approved as follows:

Plusnet	£37.84
Braintree District Council	£143.00
Staff costs	£3,442.00
DW Maintenance	£2,252.50
The Maid Service	£38.00
Kempco Limited	£935.00
Unity Trust Bank	£32.10
Hatfield Peverel Community Association	£293.33
SSE Southern Electric	£990.50
Lloyds Bank (admin expenses)	£693.48
J L Surveyors	£780.00
Mobile Thrones Ltd	£693.00
Paul Nicholas	£1,750.00
Emma Cook (expenses)	£17.28
Essex Association of Local Councils	£90.00
Society of Local Council Clerks	£52.30
Blackwater Tree Specialists	£1,440.00
Fastsigns	£146.52
Matt's Generators	£425.00
Mark Weale (expenses)	£14.40
Teresa Weale (expenses)	£33.09

*Councillor Wallace abstained.*

### **23/72 General Announcements**

The following announcements were made:

- Local Council Clerk Week from 10<sup>th</sup> to 14<sup>th</sup> July. The Clerk will put some information on social media about the work of the office staff.
- Request to review the Council's youth provision. If anyone is interested in joining a working party, please contact the Clerk.
- Request to confirm publication numbers for The Review to accommodate the new housing.

**The meeting closed at 9.20pm**

**The next meeting will be held on Monday 7<sup>th</sup> August 2023**