

Clerk to the Council
Sarah Gaeta

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29th July 2020

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 3RD AUGUST 2020 AT 7.30 PM**

for the purpose of transacting the following business.

SL Gaeta

Clerk to the Council

A G E N D A

20/40 Apologies for absence

20/41 Minutes of the Parish Council Meeting held on 6th July 2020 [to be taken as read and signed as a correct record by the Chairman].

20/42 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.

20/43 Neighbourhood Watch (NW) Update *5 minutes*
To receive an update from local NW Representative, Tina Townsend.

20/44 Braintree District Councillor Update *5 minutes*

20/45 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*

There will be no physical meeting in line with current Government guidelines and therefore all communications will be conducted electronically. Members of the public are requested to send their comments or request access details to the meeting to the Clerk (via email only) by 6pm on Monday 3rd August. You will then be emailed a link to join the meeting after 6.30pm on the day of the meeting.

20/46 Clerk's Report *5 minutes*
To receive and note the update on action points from the last meeting.

20/47 Burial Ground *2 minutes*
Report of interments and memorials.

20/48 Planning*20 minutes*

The following applications to be considered:

20/00906/REM – Approval of reserved matters of outline planning consent 16/02156/OUT for the erection of 100 dwellings on land north east of Gleneagles Way.

20/00519/FUL (Maldon District Council) - 70 holiday lodges with associated change of use of the land at Warren Golf Club, Old London Road, Woodham Walter.

The following applications to be noted:

20/00210/TPO – Tree works at 28 Woodham Drive.

20/49 Finance and General Purposes*20 minutes*

To receive the July budget update.

To review and agree amendments to the following policies: Social Media and Electronic Communication; Data Protection; Data Retention; Health and Safety.

To approve the updated financial risk assessment.

To appoint Nancy Powell-Davies as Internal Auditor for the financial year 2020/21.

Motion: The Parish Council to approve the gratuity payment of £500 for the financial year 2019/20 to the editor of The Review, for recognition of the work in producing the publication.

20/50 Environment*30 minutes*

To note the request from Essex Highways to undertake urgent tree works in Woodham Drive, at a cost of £485, and authorised within the scope of the Village Maintenance Contract and Financial Regulations.

Motion: The Parish Council to appoint Mortimer Contracts to re-set the basketball post (Recreation Ground), re-set the rocking horse (Nounsley) and replace safety matting under the climbing frame (Nounsley) at a total cost of £480.

Motion: The Parish Council to accept the quote of £90 from DW Maintenance to remove the loose dead branch on the horse chestnut tree at the village hall.

To discuss and decide whether to use the “Don’t Be A Tosser” sign as part of an anti-litter campaign.

To discuss and decide whether to purchase a brush cutter for the footpath group to use, at an estimated cost of £350.

20/51 Traffic*5 minutes*

To discuss and decide if the Parish Council will undertake the cutting back of vegetation currently obscuring the 30mph signs at various entrances to the village. Please note, this is Essex Highways’ responsibility, but following reporting and assessment the response received was that no further action would be taken on it.

20/52 Community Park*20 minutes*

To review the options presented in Cllr Renow’s Community Park Boundaries and Fencing Options report of 16th July and decide on the way forwards.

20/53 MUGA Closure*5 minutes*

To review the decision to keep the MUGA pitch closed.

20/54 Telephone Kiosks*10 minutes*

To discuss and decide if the Parish Council will adopt the telephone kiosk in Hadfelda Square from BT for £1. It should be noted that as the kiosk is of modern design, it can only be used to house a defibrillator and for no other purpose.

To discuss and decide if the Parish Council will use the telephone kiosk on The Green as a community book share. It should be noted that funding for books may be available.

20/55 Accounts for Payment

2 minutes

To agree accounts for payment for July 2020.

20/56 General Announcements

5 minutes

Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 31st July.

Date of next Parish Council Meeting – Monday 7th September