

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

30th March 2022

To: Members of Hatfield Peverel Parish Council

You are hereby summoned to attend

**THE PARISH COUNCIL MEETING
TO BE HELD IN THE LOUNGE AT THE VILLAGE HALL
ON MONDAY 4TH APRIL 2022 AT 7.30 PM**

for the purpose of transacting the following business.

SL Gaeta

Clerk to the Council

A G E N D A

21/208 Apologies for Absence

21/209 Minutes of the Parish Council Meeting held on 7th March 2022 to be taken as read and signed as a correct record by the Chairman.

21/210 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.

21/211 Essex County Councillor Update 5 minutes
To receive an update from ECC Councillor Derrick Louis.

21/212 Braintree District Councillor Update 5 minutes
To receive an update from District Councillors Dervish and/or White.

21/213 Public Participation session 3 minutes per person; 15 minutes max
With respect to items on the Agenda and other matters that are of mutual interest.

21/214 Armed Forces Covenant 5 minutes
To discuss and decide if the Parish Council is to sign up to the Armed Forces Covenant in support for the armed forces community.

21/215 Clerk's Report 5 minutes
To receive and note the update on action points from the last meeting.

21/216 Burial Ground 2 minutes
Report of interments and memorials.

21/217 Planning

10 minutes

The following applications to be considered:

22/00592/FUL – Retention of the use of existing building as an independent dwelling at Smallands Cottage Annexe, Spring Lane, Hatfield Peverel.

22/00482/HH – Two-storey side extension and single-storey rear extension at 1 Wentworth Close, Hatfield Peverel.

22/00625/TPO – Tree works at 1 The Pines, Hatfield Peverel.

21/218 Finance and General Purposes

30 minutes

- (a) To receive the March budget update.
- (b) To note the National Joint Council pay award for 2021/22 and the backdated pay with March salaries.
- (c) To note the increase of one spinal column point to the officer's salaries as per employment contract and following satisfactory performance appraisals, effective 1st April 2022.
- (d) To note the increase in office rent from £150 to £250 per month from 1st April 2022.
- (e) To discuss and decide whether to gift the Hatfield Peverel Community Association £10,000 to refurbish the Vic Olley Room for meetings and functions, thereby increasing charity revenue.

21/219 Neighbourhood Development Plan

5 minutes

To receive an update on the NDP Review.

21/220 Heritage

10 minutes

- (a) To receive an update from the Heritage Warden regarding the Local Heritage List Project, including an updated copy of the 'emerging' Local Heritage List.
- (b) **Motion:** The Parish Council to decide on the interpretive signage for the historic York Flagstones to be erected on the land off Stone Path Drive and agree to the cost.

21/221 Environment

10 minutes

- (a) **Motion:** The Parish Council to appoint Seagrave Inspection Services Ltd to carry out the play equipment annual safety inspection at a cost of £254 + VAT.
- (b) **Motion:** The Parish Council to accept the quote of £340 from DW Maintenance for tree work at the boundary of 28 De Vere Close and the Recreation Ground.
- (c) **Motion:** The Parish Council to purchase five anti dog fouling signs at a cost of £75 + VAT.
- (d) To discuss and agree to the suggested siting (in front of the previous Jubilee commemorative tree on the Recreation Ground) and cost (approximately £650) of the Jubilee commemorative bench, previously approved in principle.
- (e) To decide if a District Councillor Grant will be applied for in order to purchase a Jubilee commemorative tree for The Green.
- (f) To discuss and decide if permission will be granted to Essex Amusements to hold three 'inflatable days' on the recreation ground in the school summer holidays, as in previous years.

21/222 Section 106 Funds

15 minutes

To receive an update on Section 106 funds and project progress and to discuss the outcome of recent site visits relating to the tennis court and outdoor gym equipment.

21/223 Traffic

5 minutes

- (a) To receive an update on traffic matters, including the A12 widening project.
- (b) **Motion:** The Parish Council to purchase a replacement board in one of the Hadfelda Square car park ticket machines at an approximate cost of £500.

21/224 Keith Bigden Memorial Ground

15 minutes

To discuss and decide if the Football Club can take on the area to the side of the Bowling Club as part of their lease, any conditions that would be levied and the apportioning of costs involved.

21/225 Christmas in the Park

10 minutes

To discuss and decide if an enhanced event may take place for Christmas in the Park 2022, in conjunction with the Village Hall, utilising the Hall car park and frontage. The Village Hall event is scheduled for 11th December between 10am and 6pm.

21/226 Accounts for Payment

2 minutes

To agree the accounts for payment for March 2022.

21/227 General Announcements

5 minutes

Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 1st April.

Date of next Parish Council Meeting (to include the Annual Parish Council Meeting) – Monday 9th May