

## **HATFIELD PEVEREL PARISH COUNCIL MEETING**

**HELD ON MONDAY 4<sup>TH</sup> JUNE 2018**

**IN THE VILLAGE HALL AT 7.30PM**

**Those present:** Cllr M Weale (Chairman)  
Cllr S Evans  
Cllr S Hinkley  
Cllr K Gallifant  
Cllr D Wallace  
Cllr L Shaw  
Cllr M Renow  
Cllr M Elliston  
Cllr D Broddle  
Cllr J Pennick  
Cllr R Peters

### **18/53 Apologies of Absence**

Apologies were received and accepted from Cllrs Munt and Dervish.

### **18/54 Minutes**

The Minutes of the Parish Council Meeting held on Monday 14<sup>th</sup> May 2018 were signed as a correct record by the Chairman.

### **18/55 Declarations of Interest**

The following declarations of interest were made: Cllr Wallace in Handyman matters.

### **18/56 Braintree District Councillor Update**

District Cllr Bebb sent his apologies.

### **18/57 Public Participation**

A member of the public thanked the planning committee for objecting to planning application 17/01726/FUL and reported that fifty letters of objection were sent to BDC from local residents.

A member of the public reported his concerns regarding anti-social behaviour and vandalism at the MUGA pitch and surrounding area. He requested that HPPC enforce the opening and closing times of the pitch.

John Cockell gave his apologies for not holding a Traffic Working Party meeting of late. This will hopefully be rescheduled shortly. He requested an update on the finger post replacement. The Clerk confirmed that ECC will be replacing the finger post, but no date has yet been given. He also asked if a comprehensive report has been compiled regarding the CCTV, which the Clerk confirmed was pending. The SIDS move is overdue, but will be organised. BDC have emailed HPPC to 'chase' the Hadfelda Square car park transfer. John confirmed that the draft Service Level Agreement has now been received. He reported his contact with Highway England on various matters and his intention to write to Priti Patel MP as a resident.

### **18/58 Clerk's Report**

A discussion was held on correspondence received. The footpath query from a member of the public will be passed on to the HPPC Parish Paths Partnership representative. There were no further questions.

### **18/59 Burial Ground**

The Clerk reported the following:

An application for an additional memorial inscription for plot 624 has been approved and the fee of £40 received.

An interment took place in plot 598 on 23<sup>rd</sup> May and the fee of £125 has been received.

An interment of cremated remains took place in plot 459A on 24<sup>th</sup> May and the fee of £75 has been received.

An interment took place in plot 669 on 31<sup>st</sup> May and the fee of £525 has been received.

### **18/60 Community Association**

There was no further update.

### **18/61 Finance Working Party Update**

The notes from the Finance and General Purposes meeting held on 25<sup>th</sup> May have been circulated.

**IT WAS RESOLVED THAT** HPPC receive the Internal Audit Report from Nancy Powell-Davies. Proposer: Cllr Munt; Seconder: Cllr Broddle.

**IT WAS RESOLVED THAT** HPPC approve and sign the Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return (AGAR) for 2017/18. Proposer: Cllr Weale; Seconder: Cllr Evans.

**IT WAS RESOLVED THAT** HPPC approve and sign the Accounting Statements (Section 2) of the AGAR for 2017/18. Proposer: Cllr Weale; Seconder: Cllr Evans.

The motion for HPPC to combine bank accounts was deferred to the next meeting. **Action:** The Clerk to obtain clarification on the set-up and administration of the Football Reinstatement Fund.

### **18/62 Community Park Update**

Cllr Renow provided feedback from the meeting held on 30<sup>th</sup> May with Jan Stobart. **Action:** Cllrs Weale and Pennick to undertake a risk assessment of the Community Park.

### **18/63 Planning Executive Committee**

The minutes of the meeting held on 2<sup>nd</sup> May have been circulated and a copy can be found in the Minute Book.

Cllr Renow will be attending the BDC Planning Committee on 5<sup>th</sup> June to represent HPPC in relation to planning application 17/01726/FUL.

#### **18/64 Neighbourhood Development Plan Update**

Cllr Renow gave an update on the progress of the NDP. Councillors agreed to give the Executive Committee the approval to send relevant reports on behalf of HPPC so as not to delay the process.

#### **18/65 Environment Working Party Update**

The minutes of the meeting held on 21<sup>st</sup> May have been circulated.

**IT WAS RESOLVED THAT** HPPC take over the four small parcels of land at Rowan Way and Church Road. Proposer: Cllr Broddle; Seconder: Cllr Elliston.  
*Cllrs Evans and Wallace abstained from the vote.*

**IT WAS RESOLVED THAT** HPPC agree the quote of £6250 +VAT to extend the KBMG car park. Proposer: Cllr Broddle; Seconder: Cllr Hinkley.  
*Cllrs Evans and Wallace abstained from the vote.*

The apportioning of the costs for the KBMG car park works and the Community Centre car park repairs was discussed.

The duck pond risk assessment was discussed. **Action:** The Clerk will include a motion to take on ownership of the duck pond on the next full Council meeting agenda.

The possible options regarding the future of the MUGA pitch were discussed. **Action:** The Clerk to write an article for inclusion in The Review. **Action:** The Clerk to investigate quotes from security personnel companies.

#### **18/66 CCTV**

**IT WAS RESOLVED THAT** HPPC adopt the CCTV policy formulated by Cllr Gallifant.  
Proposer: Cllr Gallifant; Seconder: Cllr Peters.

Cllr Gallifant was nominated to review the CCTV footage in the absence of the Clerk.

#### **18/67 Special Constable Scheme**

**Action:** All Councillors to provide the Clerk with details of areas of concern for inclusion on the Community Safety Plan.

#### **18/68 Community Events**

It was decided that HPPC would have a stall at the forthcoming Party in the Park event.  
**Action:** Cllr Wallace to put together a rota from the volunteers.

#### **18/69 Working Party Proposal**

**Action:** The Clerk to put a motion on the agenda for the next full Council meeting proposing the set up of a new Sport and Recreation Working Party.

#### **18/70 Accounts for Payment**

**IT WAS RESOLVED THAT** the May 2018 accounts for payment be approved. Cllrs Wallace and Munt will be authorising online payments following submission by the Clerk.

*Cllr Wallace abstained from the vote.*

#### **18/71 General Announcements**

Cllr Weale reported that the Community Events working party had won the 'Who Cares?' award for volunteers from Essex County Council.

Cllr Gallifant reported that the Village of the Year judges had visited.

Cllr Broddle suggested HPPC start up a 'Community Shed'. The use of the portacabin at the allotments was suggested for this purpose.

Cllr Broddle raised concerns over the condition of Hadfelda Square as rubbish is left there for several days before being collected by BDC. **Action:** The Clerk to contact Greenfields. John Cockell confirmed that BDC will provide two new large bins as part of the car park pre-transfer repairs.

**The meeting closed at 9.55pm**

**The next meeting will be held on Monday 2<sup>nd</sup> July 2018**