

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](mailto:parishclerk@hatfieldpeverelpc.com)

29<sup>th</sup> June 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 4<sup>TH</sup> JULY 2022 AT 7.30 PM**

**for the purpose of transacting the following business.**

*S L Gaeta*

\_\_\_\_\_  
Clerk to the Council

---

**AGENDA**

**22/48 Apologies for Absence**

**22/49** Minutes of the Parish Council Meeting held on 6<sup>th</sup> June 2022 to be taken as read and signed as a correct record by the Chairman.

**22/50** 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.

**22/51 Essex County Councillor Update** *5 minutes*  
To receive an update from ECC Councillor Derrick Louis.

**22/52 Braintree District Councillor Update** *5 minutes*

**22/53 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*

**22/54 Clerk's Report** *5 minutes*  
To receive and note the update on action points from the last meeting.

**22/55 Burial Ground** *2 minutes*  
Report of interments and memorials.

**22/56 Planning***20 minutes*

The following applications to be considered:

**22/01533/TPO** – Tree works on land rear of the duck pond, Laburnum Way, Hatfield Peverel. This is the Parish Council's application.

**22/01401/HH** – Single-storey rear extension at 15 Chestnut Avenue, Hatfield Peverel.

**22/01303/FUL** – Erection of single-storey building to provide 1400sqm for vehicle sales and vehicle maintenance at Countryside Leisure Ltd, Maldon Road, Hatfield Peverel.

**22/01345/HH** – Single-storey rear extension at 39 New Road, Hatfield Peverel.

**22/01471/HH** – Proposed single-storey rear extension at 17 The Pines, Hatfield Peverel.

**22/01563/HH** – Single-storey front/side extension at 1 Vicarage Crescent, Hatfield Peverel.

**22/01595/HH** – Single-storey front porch extension at Megatann, Maldon Road, Hatfield Peverel.

**22/01693/HH** – Two-storey rear/side extension, removal of ground floor doors to front elevation and replacement with window at Marneys, The Green, Hatfield Peverel.

To review the decision to consider planning applications at full Council meetings.

**22/57 Finance and General Purposes***15 minutes*

(a) To receive the June budget update.

(b) To discuss and decide if the Parish Council will fund the Level 5 and Level 6 Community Governance qualification for the Clerk, beginning in February 2023.

(c) To note the checking of the 2021/22 bank reconciliations by Councillor Munt.

**22/58 Traffic***15 minutes*

To receive an update on traffic matters, including the A12 project.

**22/59 Heritage***5 minutes*

To receive an update on Heritage matters.

**22/60 Neighbourhood Development Plan***5 minutes*

**Motion:** The Parish Council to approve expenditure of £2,078.00 + VAT for an update to the Hatfield Peverel Landscape Character Assessment, should grant funding not be available from Locality.

**22/61 Environment***5 minutes*

To receive an update on environment matters.

**22/62 Community Land (Stone Path Meadow)***5 minutes*

To receive an update on the Community Land.

**22/63 Section 106 Funds***5 minutes*

To receive an update on S106 funds.

**22/64 Keith Bigden Memorial Ground***15 minutes*

To discuss and decide if the Hatfield Peverel Football Club will be granted permission to add the land to one side of the Bowling Club to its lease and at what charge, and to determine who will be responsible for lease amendment costs.

**22/65 Allotment Association***10 minutes*

**Motion:** The Parish Council to approve and sign the lease (supplemental to the 2015 lease) from Strutt and Parker (Farms) Limited for the two allotment sites.

**22/66 Christmas in the Park***5 minutes*

The Parish Council to discuss and decide if a pair of reindeer, with fencing and supervision, will be booked for the Christmas event on 11<sup>th</sup> December, at an approximate cost of £793.80, with a 25% deposit payable immediately. A sleigh can be booked for an additional £48.

**22/67 Items for Approval**

*10 minutes*

The Parish Council to consider the following items for approval:

- (a) Use of the recreation ground by Helen Rollason Cancer Charity for a fireworks event.
- (b) Use of the recreation ground by Osborne's Amusements for a fairground event between the 14<sup>th</sup> and 24<sup>th</sup> July 2022.

**22/68 Accounts for Payment**

*2 minutes*

To agree the accounts for payment for June 2022.

**22/69 General Announcements**

*5 minutes*

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Monday 4<sup>th</sup> July.*

**Date of next Parish Council Meeting – Monday 1<sup>st</sup> August 2022**