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.co.uk)

25th August 2023

**To: Members of Hatfield Peverel Parish Council**

**You are hereby summoned to attend**

# THE PARISH COUNCIL MEETING

# TO BE HELD AT THE VILLAGE HALL

# ON MONDAY 4TH SEPTEMBER 2023 AT 7.30 PM

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

SL Gaeta

\_\_\_\_\_\_\_\_\_\_\_\_\_

Clerk to the Council

## A G E N D A

### **23/96 Apologies for Absence**

### **23/97** Minutes of the Parish Council Meeting held on 7th August 2023 to be taken as read and signed as a correct record by the Chairman.

### **23/98** 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.

### 

### **23/99 Essex County Councillor Update** *5 minutes*

To receive an update from ECC Councillor Derrick Louis.

### **23/100 Braintree District Councillor Update** *5 minutes*

### **23/101 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*

### **23/102 Clerk's Report** *5 minutes*

To receive and note the update on action points from the last meeting.

### **23/103 Burial Ground** *2 minutes*

Report of interments and memorials.

### **23/104 Finance and General Purposes** *5 minutes*

1. To receive the August budget update.
2. To note payment of the Uni-Play invoice outside of the meeting schedule as payment on completion was required. Funds have been transferred from the MUGA fund to the current account to cover the net cost.

### **23/105 Traffic** *5 minutes*

To receive an update on traffic matters.

### **23/106 Heritage** *5 minutes*

To receive an update from the Heritage Warden.

### **23/107 Neighbourhood Development Plan** *5 minutes*

To receive an update on the NDP Review.

### **23/108 Environment** *5 minutes*

To accept the quote of £425 from Mortimer Contracts to break out the picnic table on the Strutt Memorial Recreation Ground, lay a new concrete base and re-fit the table once the base has hardened.

### **23/109 Stone Path Meadow** *5 minutes*

To receive an update on Stone Path Meadow.

### **23/110 Community Park** *5 minutes*

To receive an update on the Community Park.

### **23/111Section 106 Funds** *10 minutes*

To receive an update on Section 106 projects.

### **23/112 Events** *5 minutes*

To receive an update on community events.

### **23/113 Communications** *15 minutes*

1. To agree to produce a monthly digital publication (with printable PDF version) to replace The Review, commencing February 2024 and supported financially with advertising.
2. Subject to agreement of the above, to grant permission for research to be undertaken on a future administrative role to support the new publication.

### **23/114 Keith Bigden Memorial Ground** *5 minutes*

To receive an update on the KBMG.

### **23/115 Youth Services** *5 minutes*

To receive an update on Youth Services.

### **23/116 Accounts for Payment** *2 minutes*

To agree the accounts for payment for August 2023.

### **23/117 Announcements** *5 minutes*

### **23/118 Motion:** Under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2), the Parish Council to exclude members of the public for the duration of this meeting to consider bids received for the office cleaning service. *10 minutes*

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

#### Date of next Parish Council Meeting – Monday 2nd October 2023