

**MINUTES OF THE HATFIELD PEVEREL PARISH COUNCIL MEETING
HELD ON MONDAY 4TH SEPTEMBER 2023
IN THE VILLAGE HALL AT 7.30PM**

Those present:

Cllr M Weale (Chairman)
Cllr D Wallace
Cllr M Renow
Cllr T Munt
Cllr M Elliston
Cllr C Greaves
Cllr R Parker
Clerk
3 members of the public

23/96 Apologies for Absence

Apologies were received and accepted from Councillors Dervish, Knightbridge and Shaw.

23/97 Minutes

The Minutes of the Parish Council Meeting held on 7th August 2023 were agreed and signed as a correct record.

23/98 Declarations of Interest

Councillor Wallace in handyman matters and item 23/116.

23/99 Essex County Councillor (ECC) Update

Councillor Louis gave an update on the following:

- Thanks for the submissions to the member pothole scheme. Highways is currently working through them.
- Closure of St Andrew's Junior School due to the presence of RAAC. Further surveys of other council buildings will be carried out.
- Laburnum Way footpath. For ECC to adopt the footpath, the condition has to be brought up to an adoptable standard.
- Some Locality Fund still available.
- The school's Community Infrastructure Fund application (for a grant towards the swimming pool works) has been supported.

23/100 Braintree District Councillor (BDC) Update

Councillors Dervish and Coleridge were not present and reported no update at this time.

23/101 Public Participation

One member of the public raised the following:

- Footpath 18 overgrowth from ditch.

23/102 Clerk's Report

The Clerk's Report was received with an update to item 23/92.

23/103 Burial Ground

A memorial application for plot 716 has been approved.
Total fees received in August: £190.

23/104 Finance and General Purposes

- (a) The August budget update was received with a query on expenditure line 103. The Clerk confirmed that 'Wildflower Initiative' had £600 budget available.

- (b) The payment of the Uni-Play invoice outside of the meeting schedule was noted.
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

An update on traffic matters was received.

23/106 Heritage

An update was given on behalf of the Heritage Warden.

23/107 Neighbourhood Development Plan (NDP)

An update on the NDP review was received. The Regulation 16 consultation begins on 15th September 2023.

23/108 Environment

It was resolved 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

An update on Stone Path Meadow was received.

23/110 Community Park

No update at this time.

23/111 Section 106 Funds

An update on Section 106 Funds was received.

23/112 Events

An update on Community Events was received.

23/113 Communications

- (a) **It was resolved** to produce a monthly digital publication (with printable PDF version) to replace The Review, commencing February 2024 and supported financially with advertising.
- (b) **It was resolved** to grant permission for research to be undertaken on a future administrative role to support the new publication.

23/114 Keith Bigden Memorial Ground

An update on the KBMG was received. Condolences were offered to the family and friends of the late Derek Wallis, Chairman of the Bowling Club.

23/115 Youth Services

An update on Youth Services was received.

23/116 Accounts for Payment

It was resolved that the accounts for payment for August 2023 be approved as follows:

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|--|-----------|
| Plusnet | £37.26 |
| Braintree District Council | £143.00 |
| Staff costs | £3,503.12 |
| DW Maintenance | £2,020.75 |
| The Maid Service | £38.00 |
| Hatfield Peverel Community Association | £329.05 |
| SSE Southern Electric | £1,622.37 |

| | |
|--------------------------------------|------------|
| Wallace Arboriculture and Groundcare | £85.00 |
| Paul Nicholas | £210.00 |
| Uni-Play | £1,488.00 |
| BHIB Insurance Brokers | £132.98 |
| PKF Littlejohn | £504.00 |
| Lloyds Bank (office expenses) | £62.75 |
| Unity Trust Bank | £28.00 |
| Wellers Hedleys | £786.00 |
| South Essex Gymnastics Club | £500.00 |
| Seagrave Inspections | £372.00 |
| J&C's Party Pets | £213.00 |
| Kempco | £1,095.00 |
| And IT Consulting | £630.00 |
| Kompan (VAT) | £53,009.55 |

Councillor Wallace abstained.

23/117 General Announcements

The following announcements were made:

- D-Day 80th anniversary in June 2024. Does the Council wish to commemorate this?
- The mid-year budget review will be presented in October.
- For Councillors attending the gym opening ceremony, please wear lanyards.

23/118 Confidential Item

- It was resolved**, under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2), to exclude members of the public for the duration of this meeting to consider office cleaning quotes received.
- It was resolved** to agree the quote of £22.00 per visit from The Maid Service.

The meeting closed at 8.50pm

The next meeting will be held on Monday 2nd October 2023