

**MINUTES OF THE HATFIELD PEVEREL PARISH COUNCIL MEETING
HELD ON MONDAY 5TH DECEMBER 2022
IN THE VILLAGE HALL AT 7.30PM**

Those present:

Cllr M Weale (Chairman)
Cllr C Dervish
Cllr D Wallace
Cllr M Renow
Cllr M Elliston
Cllr T Munt
Cllr D Broddle
Cllr L Shaw
Cllr H Knightbridge
Clerk
4 members of the public

22/151 Apologies for Absence

None received.

22/152 Minutes

The Minutes of the Parish Council Meeting held on 7th November 2022 were agreed and signed as a correct record.

22/153 Declarations of Interest

Councillor Wallace in item 22/169.

22/154 Essex County Councillor (ECC) Update

Councillor Louis sent his apologies.

22/155 Braintree District Councillor (BDC) Update

Councillor Dervish gave an update on the following:

- Budget to go to full council on Monday 12th December.
- Still waiting for a response from the planning department regarding issues raised at the last meeting.
- Budgetary matters in response to questions asked by Parish Councillors.

22/156 Public Participation

One member of the public raised the following:

- Stonepath development – no evidence of the hedgehog gateways required.

22/157 Clerk's Report

The Clerk's Report was received. Item 21/47 is no longer relevant and will be removed.

22/158 Burial Ground

Interments in plots 469D, 470D, 674 and 531 have taken place.

An application to transfer the exclusive rights of burial for plots 715 and 716 has been processed.

Total fees received in November: £2,420, with £1,625 pending.

A grant of £500 has been received for the 'cemetery garden' project. Bulbs and plug plants have been ordered (see item 22/169).

22/159 Planning Committee

The minutes from the meeting held on 7th November 2022 were received.

22/160 Finance and General Purposes

- (a) The first draft of the 2023/24 budget was discussed.
- (b) **It was resolved** to grant permission for Duke of Edinburgh voluntary activity to take place under the remit of the Parish Council.
- (c) The re-appointment of PKF Littlejohn as external auditor by the Smaller Authorities Audit Appointments (SAAA), until financial year 2026/27, was noted.
- (d) The 2023 meeting dates were agreed.
- (e) **It was resolved** to permit the Hatfield Peverel Football Club to use the recreation ground for winter training between December and the end of March, subject to weather conditions and parking management.

22/161 Personnel

- (a) The acceptance of the Clerk's withdrawal of resignation was noted.
- (b) The Clerk's completion of the CertHE Community Governance qualification and the single spinal column point uplift as a result of this (as per contract of employment) were noted.

22/162 Traffic

- (a) An update on traffic matters, including the A12 widening scheme, was received.
- (b) Following discussion, the decision to appoint a contractor to complete the bus shelter refurbishment was deferred until the January meeting, to enable time to confirm the costs of power washing the shelters prior to refurbishment.
- (c) Due to the high costs involved in transferring ownership of the Laburnum Way footpath, Essex County Council will be approached to maintain this stretch.

22/163 Heritage

An update on the Local Heritage List 2021/22 and Remembrance activities was received.

22/164 Neighbourhood Development Plan (NDP)

An update on the NDP review was received.

22/165 Environment

No update for this meeting.

22/166 Community Land (Stone Path Meadow)

- (a) No update for this meeting.
- (b) **It was resolved** to appoint Savills to re-negotiate the fishing club lease which expires in 2023, including sourcing of comparable rents, at a cost of £750 + VAT.

22/167 Section 106 Funds

- (a) An update on project progress was received. The application form to access tennis court funds has been submitted to BDC.
- (b) Section 106 funds cannot be utilised for play or outdoor gym equipment on land between the library and Hadfelda Square shops as there is no allocation in the Open Spaces Action Plan for that area.

22/168 Keith Bigden Memorial Ground

An update on KBMG matters was received.

22/169 Accounts for Payment

It was resolved that the accounts for payment for November 2022 be approved as follows:

Plusnet	£36.78
Braintree District Council	£143.00
Staff costs	£4,503.05

DW Maintenance	£2,103.50
The Maid Service	£57.00
Greenfields	£48.52
Society of Local Council Clerks	£375.00
A&J Lighting	£656.70
Down to Earth	£540.00
Viking Direct	£256.80
Hatfield Peverel Community Association	£250.00
Margaret Freeman (expenses)	£41.97
CG Civil and Groundwork Contractors Ltd	£5,640.00
The Landscape Partnership Limited	£2,493.60
Mr A Jamieson	£200.00
Just Darling	£105.00
Emma Cook (expenses)	£215.47
Mr A Poole	£150.00*
Diane Wallace (expenses)	£140.00
Boston Seeds	£369.99

Councillor Wallace abstained

* Payment cancelled following the meeting.

22/170 General Announcements

The following announcements were made:

- Coffee with the Cops event at the Library on 19th November 2022 was well attended by parishioners. Two Special Constables (Simon Jesse and his colleague) listened, answered questions and gave advice. The Heritage Warden extended her thanks.

22/171 Village Hall Car Park

It was resolved that 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 future enforcement of unauthorised parking in the village hall car park.

The meeting closed at 9.30pm

The next meeting will be held on Monday 9th January 2023