

Clerk to the Council  
Sarah Gaeta

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30<sup>th</sup> May 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 6<sup>TH</sup> JUNE 2022 AT 7.30 PM**

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

*SL Gaeta*

Clerk to the Council

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**A G E N D A**

**22/28 Apologies for Absence**

**22/29** Minutes of the Parish Council Meeting held on 9<sup>th</sup> May 2022 to be taken as read and signed as a correct record by the Chairman.

**22/30** 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.

**22/31 Essex County Councillor Update** *5 minutes*  
To receive an update from ECC Councillor Derrick Louis.

**22/32 Braintree District Councillor Update** *5 minutes*

**22/33 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*

**22/34 Clerk's Report** *5 minutes*  
To receive and note the update on action points from the last meeting.

**22/35 Burial Ground** *2 minutes*  
Report of interments and memorials.

## 22/36 Planning

10 minutes

The following applications to be considered:

**22/01110/HH & 22/01123/LBC** – Two-storey rear extension, internal alterations and single-storey rear extension to existing detached garage & raising of the chimney stack at Thatched Cottage, The Green, Hatfield Peverel.

**22/00990/FUL** – Change of use from Agricultural Land to a Construction Equipment Handling Training Centre at Barnfield, London Road, Hatfield Peverel.

**22/01328/HH** – Erection of single-storey garage to replace existing outbuilding at Redcote, London Road, Hatfield Peverel.

**22/01402/HH** – Erection of a single-storey detached cart lodge at Magnolia Cottage, Church Road, Hatfield Peverel.

**22/01379/TPO** – Tree works at Cedar Lodge, The Pines, Hatfield Peverel.

## 22/37 Finance and General Purposes

15 minutes

- (a) **Motion:** The Parish Council to receive the Internal Audit report for 2021/22.
- (b) **Motion:** The Parish Council to approve and sign the Annual Governance Statement (Section 1) of the Annual Governance and Accountability Return (AGAR) for 2021/22.
- (c) **Motion:** The Parish Council to approve and sign the Accounting Statements (Section 2) of the AGAR for 2021/22.
- (d) **Motion:** The Parish Council to appoint Jan Stobart as Internal Auditor for the 2022/23 financial year at a cost of £280.
- (e) To receive the May budget update.

## 22/38 Traffic

5 minutes

To receive an update on traffic matters.

## 22/39 Heritage

15 minutes

- (a) **Motion:** The Parish Council to agree, in principle, to maintain the historic York Flagstones on the land off Stone Path Drive for the purpose of assessment and determination as a non-designated heritage asset type to proceed (NDHA).
- (b) **Motion:** The Parish Council to agree on the list of up to 16 asset types to go forward for assessment and determination as non-designated heritage assets (NDHAs) by Place Services.
- (c) **Motion:** The Parish Council to reserve a maximum sum of £1,500 for up to 16 asset types to go forward for assessment and determination as non-designated heritage assets (NDHAs).

## 22/40 Neighbourhood Development Plan

5 minutes

To receive an update on the NDP Review.

## 22/41 Environment

15 minutes

- (a) **Motion:** The Parish Council to agree the quote of £1,215 from Wallace Arboriculture to carry out the higher priority tree work identified from the recent tree survey.
- (b) **Motion:** The Parish Council to agree the quote of £295 from Wallace Arboriculture to carry out the lower priority tree work identified from the recent tree survey.
- (c) **Motion:** The Parish Council to agree the quote of: (i) £200 from Andy Nichols to repair the keep to the Memorial Gate on the recreation ground; (ii) a further £400 cost to get the lock mechanism back to working order.
- (d) The Parish Council to discuss and decide between two quotes to replace the damaged fencing near the Memorial Gate. Quotes received: £354 from DW Maintenance to replace with wooden fence and £2,649 from Andy Nichols to replace with a metal fence sympathetic to the gate design.
- (e) **Motion:** The Parish Council to purchase two benches from Glasdon (price to be confirmed). These are to replace the Vic Olley memorial bench at the front of the village hall and a new bench to be sited between the school and duck pond, recreation ground.

**22/42 Community Land (Stone Path Meadow)**

*5 minutes*

- (a) **Motion:** The Parish Council to agree the quote of £300 from Down to Earth to carry out the first cutting of the meadow.
- (b) **Motion:** The Parish Council to agree the quote of £150 from Down to Earth to carry out the first visit to maintain the footpaths around the meadow and cut back the hedging.

**22/43 Section 106 Funds**

*10 minutes*

The Parish Council to discuss and decide on the most appropriate site for the tennis court. This is between the Strutt Memorial Recreation Ground and the land to the side of the Bowling Club at the KBMG site.

**22/44 Keith Bigden Memorial Ground**

*5 minutes*

To receive an update on KBMG matters.

**22/45 Accounts for Payment**

*2 minutes*

To agree the accounts for payment for May 2022.

**22/46 General Announcements**

*5 minutes*

**22/47 Legal Matters**

*10 minutes*

**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 sensitive information in relation to: (i) pursuance of a legal matter; (ii) insurance claim.

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Monday 6<sup>th</sup> June.*

**Date of next Parish Council Meeting – Monday 4<sup>th</sup> July 2022**