

Clerk to the Council  
Sarah Gaeta

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1<sup>st</sup> September 2021

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

**You are hereby summonsed to attend**

**THE PARISH COUNCIL MEETING  
TO BE HELD IN ROOM 2 AT THE VILLAGE HALL  
ON MONDAY 6<sup>TH</sup> SEPTEMBER 2021 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**

**21/76 Apologies for Absence**

**21/77** Minutes of the Parish Council Meeting held on 2<sup>nd</sup> August 2021 to be taken as read and signed as a correct record by the Chairman.

**21/78** 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.

**21/79 Essex County Councillor Update** 5 minutes  
To receive an update from ECC Councillor Derrick Louis.

**21/80 Braintree District Councillor Update** 5 minutes

**21/81 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

**21/82 Clerk's Report** 5 minutes  
To receive and note the update on action points from the last meeting.

**21/83 Burial Ground** 2 minutes  
Report of interments and memorials.

- 21/84 Planning** *10 minutes*  
The following applications to be considered:  
**21/02539/HH** – Erection of single-storey rear extension at 6 Priory Close, Hatfield Peverel.  
**21/02548/HH** – Erection of two-storey side and rear extension, front porch extension and front canopy at 1 Kimberley Cottages, Maldon Road, Hatfield Peverel.  
**21/02085/FUL** – erection of 1x4 bedroomed two-storey detached dwellinghouse with associated landscaping and parking on land adjacent to Priory Farm Cottages, Sportsmans Lane, Hatfield Peverel (re-consultation).  
**21/02574/TPO** – Tree works at 55 Willow Crescent, Hatfield Peverel.
- 21/85 Finance and General Purposes** *20 minutes*  
 To receive the August budget update.
- To note the payment of £800.31 to HMRC for the first quarter's VAT payment.
- To consider SLCC membership for the Assistant Clerk (£112.00 membership fee; £8.00 joining fee).
- To consider the request for a list of local childminders to be published in the Review.
- 21/86 Neighbourhood Development Plan** *5 minutes*  
 To receive an update on the review of the NDP.
- 21/87 Heritage** *5 minutes*  
 To receive an update on the research of non-designated heritage assets.
- 21/88 Environment** *10 minutes*  
 The Parish Council to consider quotes received in relation to tree works on the green space in Woodham Drive and to appoint a contractor to carry out these works.
- Motion:** The Parish Council to appoint Mortimer Contracts to repair and refurbish playground equipment as identified in the 2021 RoSPA report: £1,500 at the Strutt Memorial Recreation Ground; £355 at the Nounsley recreation ground.
- To discuss and decide on the formation of a S106 Working Party.
- 21/89 Traffic** *5 minutes*  
 To receive an update on traffic matters.
- 21/90 Accounts for Payment** *2 minutes*  
 To agree the accounts for payment for August 2021.
- 21/91 General Announcements** *5 minutes*
- 21/92 Motion:** *20 minutes*  
 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 item to consider a lease proposal at Hadfelda Square car park.

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 3<sup>rd</sup> September.*

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