

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

1st October 2025

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 6TH OCTOBER 2025 AT 7.30 PM**

for the purpose of transacting the following business.

SL Gaeta

Clerk to the Council

A G E N D A

25/101 Apologies for Absence

25/102 Minutes of the Parish Council Meeting held on 1st September 2025 to be taken as read and signed as a correct record by the Chairman.

25/103 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 3rd June 2024 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.

25/104 Essex County Councillor Update *5 minutes*

25/105 Braintree District Councillor Update *5 minutes*

25/106 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*

25/107 Clerk's Report *5 minutes*
To receive and note the update on action points from the last meeting.

25/108 Finance and General Purposes *20 minutes*
(a) To approve the mid-year budget review.
(b) To note the conclusion of audit for financial year 2024/25.

25/109 Traffic *5 minutes*
To receive an update on traffic matters.

- 25/110 Environment** *5 minutes*
To agree to continue to protect the oak tree on Maldon Road by keeping the Heras fencing in place until next Spring, at an approximate cost of £250.
- 25/111 Stone Path Meadow** *5 minutes*
To receive an update on the meadows.
- 25/112 Section 106 Funds** *5 minutes*
To receive an update on S106 projects.
- 25/113 Communications** *5 minutes*
To receive an update from the Communications Officer.
- 25/114 Keith Bigden Memorial Ground** *10 minutes*
(a) To accept a single quote for the reinstatement and repair of the car park at a cost of £1150 + VAT.
(b) To note receipt of the solicitor's draft leases for the sports clubs and appoint a working group to review them.
- 25/115 Youth Services** *5 minutes*
To receive an update on Youth Services.
- 25/116 Accounts for Payment** *5 minutes*
To agree the accounts for payment for September 2025.
- 25/117 Announcements** *5 minutes*
- 25/118 Confidential** *5 minutes*
(a) **Motion:** Under the Public Bodies (Admissions to Meetings) Act 1960 S.1(2), the Parish Council to exclude members of the press and public for the duration of this meeting to consider the following confidential item.
(b) To determine appropriate action in relation to minute reference 25/64(b), in light of recent correspondence.

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 3rd October 2025.
The timings given above are for the Chairman's guidance.*

Date of next Parish Council Meeting – Monday 3rd November 2025