

Clerk to the Council
Sarah Gaeta

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31st March 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 7TH APRIL 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

24/216 Apologies for Absence

24/217 Minutes of the Parish Council Meetings held on 3rd March 2025 to be taken as read and signed as a correct record by the Chairman.

24/218 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.

24/219 Essex County Councillor Update *5 minutes*

24/220 Braintree District Councillor Update *5 minutes*

24/221 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*

24/222 Clerk's Report *5 minutes*
To receive and note the update on action points from the last meeting.

24/223 Finance and General Purposes *10 minutes*
(a) To receive a budget update.
(b) To note the contractual SCP one point increase for the Assistant Clerk and Communications Officer, following satisfactory performance, with effect from 1st April.
(c) To note payments made outside of a meeting in line with Financial Regulations, in relation to minute reference 24/206(a), to comply with the conditions of the Locality Fund grant.
(d) To consider granting permission for an inflatable day on the recreation ground in May.

24/224 Traffic	<i>5 minutes</i>
To receive an update on traffic matters.	
24/225 Neighbourhood Development Plan	<i>5 minutes</i>
To receive an update on the NDP.	
24/226 Environment	<i>5 minutes</i>
To receive an update from the Environment Advisory Group.	
24/227 Stone Path Meadow	<i>5 minutes</i>
To receive an update on the meadows.	
24/228 Section 106 Funds	<i>10 minutes</i>
(a) To receive an update on Section 106 funds and projects.	
(b) To approve the draft Noise Management Plan for submission to Braintree District Council for approval.	
24/229 Communications	<i>5 minutes</i>
To receive an update on communications.	
24/230 Keith Bigden Memorial Ground	<i>5 minutes</i>
To receive an update on the KBMG.	
24/231 Youth Services	<i>5 minutes</i>
To receive an update on Youth Services.	
24/232 Devolution	<i>5 minutes</i>
To receive an update on the local government reorganisation.	
24/233 Accounts for Payment	<i>5 minutes</i>
To agree the accounts for payment for March 2025.	
24/234 Announcements	<i>5 minutes</i>
24/235 Confidential Matters	<i>45 minutes</i>
(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 matters.	
(b) To consider tenders received and appoint contractors for the following contracts: (i) Grounds Maintenance; (ii) Cemetery Maintenance; (iii) General Maintenance.	
(c) To consider a request for a discretionary interment arrangement in exceptional circumstances.	
(d) To agree the appointment of the Street Cleaning Operative.	

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 4th April.
The timings given above are for the Chairman's guidance.*

Date of next Parish Council Meeting – Monday 12th May 2025