

Clerk to the Council
Sarah Gaeta

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2nd December 2020

To: Members of Hatfield Peverel Parish Council

You are hereby summonsed to attend

**THE PARISH COUNCIL MEETING TO BE HELD ONLINE VIA MICROSOFT TEAMS ON
MONDAY 7TH DECEMBER 2020 AT 7.30 PM**

for the purpose of transacting the following business.

SL Gaeta

Clerk to the Council

A G E N D A

20/119 Apologies for absence

20/120 Minutes of the Parish Council Meeting held on 2nd November 2020 to be taken as read and signed as a correct record by the Chairman.

20/121 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.

20/122 Essex County Councillor Update *5 minutes*
To receive an update from ECC Councillor Derrick Louis.

20/123 Braintree District Councillor Update *5 minutes*

20/124 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*

Under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, there will be no physical meeting. Therefore, all communications will be conducted electronically. The link to join the meeting will be published on the website on the day of the meeting: <https://www.hatfieldpeverelpc.com/parish-council-meetings/monthly-meeting-agendas/>

20/125 Historic York Flagstones *5 minutes*
To receive an update on the historic York flagstones on Stonepath Meadow from the Parish Council's Heritage Warden.

20/126 Clerk's Report *5 minutes*

To receive and note the update on action points from the last meeting.

20/127 Burial Ground *2 minutes*

Report of interments and memorials.

20/128 Planning *20 minutes*

The following applications to be considered:

20/01785/HH – Single-storey rear extension and single-storey front porch extension at 37 Priory Farm Road, Hatfield Peverel.

20/00906/REM – Application for approval of reserved matters of outline planning consent (erection of 100 dwellings) on Land North East of Gleneagles Way, Hatfield Peverel.

20/01846/HH – Single-storey front extension and front porch extension at Letch's Corner, Maldon Road, Hatfield Peverel.

20/01205/ELD – Application for a Certificate of Lawful Existing Use or Development for Siting of Caravan for Human Habitation at 55 Sportsmans Lane, Hatfield Peverel.

20/01906/REM – Reserved matters application of outline approval (erection of up to 140 dwellings) on Land South of Stonepath Drive, Hatfield Peverel.

20/01889/HH – Part single, part two-storey side extension with balcony to rear elevation at 17 Priory Farm Road, Hatfield Peverel.

The following applications to be noted:

20/00375/TPO – Tree works at 17 Woodham Drive, Hatfield Peverel.

To discuss and approve the Parish Council's response to the Longfield Solar Farm internal consultation.

Motion: The Parish Council to agree to seek professional help in completing a submission for the appeal relating to application 19/02233/FUL - Land Adjacent To Oakleigh Lodge, Crabb's Hill.

20/129 Finance and General Purposes *30 minutes*

To discuss and amend (as appropriate) the draft budget for 2021/22.

Motion: The Parish Council to purchase the 12th edition of Arnold-Baker on Local Council Administration for the Clerk.

Motion: The Parish Council to engage the services of another solicitor. The current solicitor to be approached to ask him to charge for the hours owed and to hand over all documentation held on the Parish Council's behalf.

To discuss and decide whether to purchase a second defibrillator unit and external, locked cabinet, pending site approval. This will enable the Parish Council to use the Locality Fund awarded within the timescales and allow a decision on its location to be taken at a later date.

To note that due to the current pandemic, the bank reconciliations have not been checked by a Councillor as per the Financial Regulations.

20/130 Neighbourhood Development Plan *5 minutes*

To receive an update on the NDP review.

20/131 Environment *15 minutes*

To consider the quotes received for the improvement of the duck pond area project and appoint a contractor to carry out the works.

Motion: The Parish Council to purchase three benches for the duck pond area as part of the improvement works, at a cost of £1,180.09 + VAT. It is intended to use Locality Funding to cover the cost of these.

Motion: The Parish Council to purchase two replacement litter bins for installation on The Street at a cost of £189.66 + VAT, subject to the receipt of an Essex Highways Licence.

To discuss Remembrance Day commemorations for 2021 ('Tommy' silhouette).

20/132 Traffic and Related Matters

10 minutes

To discuss and decide on the position of the replacement streetlight outside 24 Remembrance Avenue, following recommendations from Essex Highways.

To discuss and decide if the Parish Council will take on responsibility for the streetlight at Letch's Corner.

20/133 Community Park

10 minutes

Motion: The Parish Council to proceed to obtain agreement and signature of the lease as worded between the Parish Council and WASPS Fishing Club, subject to any amendments advised by the agent (Savills).

20/134 Community Association

10 minutes

To note the extraordinary Parish Council meeting on 9th December.

Motion: The Parish Council to allocate £10,000 from general reserves as a contingency fund for the Village Hall to support the Sole Trustee transfer process.

To appoint Working Party members to support the transition process, prior to the commencement of the formal Management Committee.

20/135 Christmas Tree 'Amnesty'

5 minutes

To discuss and decide whether to grant Braintree District Council permission to use the Village Hall car park as a Christmas tree recycling 'drop off' point on 14th January 2021.

20/136 Accounts for Payment

2 minutes

To agree the accounts for payment for November 2020.

20/137 General Announcements

5 minutes

20/138 Confidential Item

5 minutes

Motion: The Parish Council to exclude the press and public from the meeting to consider sensitive personal data.

To discuss and decide on the allocation of funds from the Chairman's Allowance, as detailed in the 7th December 2020 Agenda Report – Item 20/138.

Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 4th December.

Date of next Parish Council Meeting – Monday 11th January 2021