

**MINUTES OF THE HATFIELD PEVEREL PARISH COUNCIL MEETING  
HELD ON MONDAY 8<sup>TH</sup> JANUARY 2024  
IN THE VILLAGE HALL AT 7.30PM**

**Those present:**

Cllr M Weale (Chairman)  
Cllr D Broddle  
Cllr C Dervish  
Cllr M Elliston  
Cllr H Knightbridge  
Cllr R Parker  
Cllr M Renow  
Cllr D Wallace  
Clerk  
10 members of the public

**23/183 Apologies for Absence**

Apologies were received and accepted from Councillor Munt. Councillor Shaw's resignation was noted.

**23/184 Co-option**

Tina Short was duly co-opted, signed the Declaration of Acceptance of Office and joined the meeting.

**23/185 Minutes**

The Minutes of the Parish Council Meeting held on 4<sup>th</sup> December 2023 were agreed and signed as a correct record.

**23/186 Declarations of Interest**

Councillor Wallace in item 23/201.

**23/187 Essex County Councillor (ECC) Update**

Councillor Louis gave an update on the following:

- Local Highways Panel applications: the 30mph roundels are now in place. A review of the LHP will be taking place to simplify and speed up the process.
- Member pothole scheme: chasing those yet to be repaired, including the Duke of Wellington bridge.
- Laburnum Way footpath: a meeting will be held to move forward with this.
- Locality Fund update: £1,000 awarded for tree planting; request for another defib by the Parish Council; possible youth provision. All funds must be spent by the end of March 2024.
- Library: estimated start date is mid to early February with about 4-5 weeks to complete the works.

*Councillor Knightbridge joined the meeting.*

**23/188 Braintree District Councillor (BDC) Update**

Councillor Dervish gave an update on the following:

- Hotel investment query from the previous meeting: response will be chased.
- Chasing the final figures of the green bin scheme requested.
- There are monies left in the Councillor Community Grant fund.

**23/189 Public Participation**

Two members of the public raised the following:

- Thanks were offered for appreciative messages about The Review editors via email and on Facebook.
- Successor publication to The Review: request for some printed copies to be made available at key pick up points around the village.
- Bowling Club insurance query: the Clerk confirmed it was usual practice to pay for the insurance in advance and reclaim it from the club in April.

### **23/190 Clerk's Report**

The Clerk's Report was received without comment.

### **23/191 Finance and General Purposes**

- It was resolved** to agree the budget for the 2024/25 financial year.
- It was resolved** to agree a precept of £170,010 for the 2024/25 financial year.

### **23/192 Traffic**

An update on traffic matters was received.

### **23/193 Heritage**

An update was received from the Heritage Warden.

### **23/194 Neighbourhood Development Plan (NDP)**

An update on the NDP review was received.

### **23/195 Environment**

**It was resolved** to agree the final draft application form for the Braintree District Council Potential Open Space Improvements (POSI) 2024 (formerly the Open Spaces Action Plan), subject to any late submissions to be notified by email.

### **23/196 Stone Path Meadow**

An update on Stone Path Meadow was received.

### **23/197 Section 106 Funds**

An update on Section 106 funds was received.

### **23/198 Communications**

The Communication Officer is now in post. She can be contacted via [communications@hatfieldpeverelpc.com](mailto:communications@hatfieldpeverelpc.com).

### **23/199 Keith Bigden Memorial Ground**

- Following discussion, **it was resolved** to plant 50 native trees in the southern conservation area at the KBMG.
- It was resolved** to approve the Bowling Club insurance policy for 2024, for reimbursement in April.

### **23/200 Youth Services**

An update on youth services was received.

### **23/201 Accounts for Payment**

**It was resolved** that the accounts for payment for December 2023 be approved as follows:

Green Recycling	£119.99
Braintree District Council	£143.00
Staff costs	£3,929.37
DW Maintenance	£440.50
The Maid Service	£44.00

Kempco	£1,972.80
A&J Lighting	£208.80
SSE Southern Electric	£745.99
Unity Trust Bank	£38.40
Lloyds Bank (office expenses)	£804.92
Just Darling Face Painting	£135.00
Mill Architecture	£375.00
Kaliste Creations (refund)	£15.00
Ernest Doe & Sons	£11.99
Margaret Freeman (expenses)	£118.32
Heidi Knightbridge (expenses)	£484.36
Pauline Parker (expenses)	£75.99
Wave	£26.41
And IT Consulting	£630.00
Marsh Commercial	£703.92
The Swan Inn	£114.50

*Councillor Wallace abstained.*

### **23/202 General Announcements**

The following announcements were made:

- An extraordinary meeting will be called soon.
- One member short on the Communications Working Party and Planning Committee now Councillor Shaw has resigned. More members are needed on the Traffic Advisory Group too.

### **23/203 Confidential Item**

**It was resolved**, 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 and allocate a staff working from home allowance.

**It was resolved** to pay a home working allowance at the tax-free value set by HMRC.

**The meeting closed at 9.33pm**

**The next meeting will be held on Monday 5<sup>th</sup> February 2024**