

**MINUTES OF THE HATFIELD PEVEREL ANNUAL PARISH COUNCIL MEETING
FOLLOWED BY THE MAY ORDINARY MEETING
HELD ON MONDAY 9TH MAY 2022
IN THE VILLAGE HALL AT 7.30PM**

Those present:

Cllr M Weale (Chairman)
Cllr D Wallace
Cllr L Shaw
Cllr M Elliston
Cllr C Greaves
Cllr D Broddle
Cllr H Knightbridge
Clerk
5 members of the public

22/1 Election of Chairman

Councillor Weale was duly elected.

22/2 To receive the Chairman's Declaration of Acceptance of Office

Councillor Weale signed the Declaration of Acceptance of Office.

22/3 Election of Vice Chairman

Councillor Dervish was duly elected.

22/4 Apologies for Absence

Apologies were received and accepted from Councillors Munt, Renow and Dervish.

22/5 Minutes

The Minutes of the Parish Council Meeting held on 4th April 2022 were agreed and signed as a correct record.

22/6 Declarations of Interest

Councillor Wallace in handyman matters.

22/7 Bank account signatories

It was resolved that the existing bank account signatories to continue for this financial year.

22/8 Continued use of variable direct debits

It was resolved that the Parish Council to continue to use variable direct debits for payment of the following: telephone/broadband; staff pensions; corporate bank credit card (office expenses); and car park business rates.

22/9 Membership of Advisory Groups, Committees and Working Parties

No changes were made to advisory group, committee and working party memberships.

22/10 Policies and Procedures

It was resolved that the Parish Council to re-adopt the following policies and procedures, agreeing the suggested amendments:

- (a) Standing Orders
- (b) Financial Regulations
- (c) Data Protection
- (d) Social Media and Electronic Communication
- (e) Data Retention
- (f) Health and Safety

- (g) Grievance and Disciplinary
- (h) Child Protection and Safeguarding
- (i) General Privacy Notice
- (j) Grant Awarding
- (k) Marking the Death of a Senior National Figure
- (l) Pay Policy Statement
- (m) Street Naming
- (n) Lone Worker
- (o) Publication Scheme
- (p) Vexatious and Habitual Complainants

22/11 Financial Risk Assessment

It was resolved that the Parish Council to adopt the Financial Risk Assessment for 2022/23.

22/12 Essex County Councillor Update

Councillor Louis sent his apologies.

22/13 Braintree District Councillor Update

Councillor Dervish sent her apologies.

22/14 Public Participation

One member of the public raised the following:

- Editors of the Review wish to step away progressively from the project. Thanks were offered for their hard work over many years.
- Parish Footpath Warden stepping down from role. Thanks were offered for his hard work over many years.
- Braintree Local Plan to be issued shortly.

22/15 Clerk's Report

The Clerk's Report was received without comment.

22/16 Burial Ground

An application for a memorial on plot 466D was approved.

An application for an additional inscription on the memorial covering plots 746 and 747 was approved.

Fees received for April: £140.

22/17 Planning

The following applications were considered:

22/00902/ELD – Application for a Certificate of Lawfulness for an existing development (single-storey front porch extension) at 2 Denham Cottages, Ulting Road, Hatfield Peverel. **No comment.**

22/00947/HH – Single-storey extension to side and rear with internal alterations at 8 Beech Rise, Hatfield Peverel. **No comment.**

It was resolved that the Parish Council would make no further submission on the Longfield Solar Farm Development Consent Order during the current pre-examination stage.

22/18 Finance and General Purposes

The April budget update was received without comment.

22/19 Heritage

An update on the Local Heritage List Project and an updated copy of the emerging Local Heritage List were received.

22/20 Neighbourhood Development Plan (NDP)

An update on the NDP Review was received.

22/21 Environment

- (a) The nomination of sites for the Braintree District Council's 'Re-Wilding Scheme' was deferred pending further information.
- (b) **It was resolved that** the Parish Council to grant permission to Essex Amusements to hold an additional 'inflatable day' on the recreation ground on Saturday 25th June.

22/22 Traffic

An update on traffic matters was received.

22/23 Section 106 Funds

An update on Section 106 funds and project progress was received.

22/24 Keith Bigden Memorial Ground

- (a) The decision on whether the Football Club will be permitted to take on the area to the side of the Bowling Club was deferred until the Parish Council decides on the location of the tennis court.
- (b) **It was resolved that** the Parish Council to appoint Lambert Smith Hampton to conduct a pre-negotiation report to provide an outline of the market rent of the KBMG site, at a cost of £1,000 + VAT.

22/25 Christmas in the Park

It was resolved that the Parish Council to agree to an enhanced Christmas in the Park event on 11th December 2022, in conjunction with the Village Hall, utilising the Hall car park and frontage.

22/26 Accounts for Payment

It was resolved that the accounts for payment for April 2022 be approved as follows:

Plusnet	£37.17
Braintree District Council	£143.00
Staff costs	£3,255.72
DW Maintenance	£2,096.00
Hatfield Peverel Community Association	£10,295.00
The Maid Service	£19.00
Kempco Limited	£935.00
Greenfields	£48.52
Memorial Benches	£843.00
Lloyds Bank (office expenses)	£251.01
Colchester Borough Council	£456.00
SSE Southern Electric	£1,899.05
Wave	£13.27
Event Production Sound Light	£1,200.00
Alan Gooden	£600.00
The Allykats	£200.00
Dr Zero and the Hotheads	£250.00
Blazin' Aces	£250.00
Mobile Thrones Ltd	£693.00

Councillor Wallace abstained

22/27 General Announcements

- (a) Annual General Meeting for the Hatfield Peverel Community Association charity is due.
- (b) Volunteers needed for Party in the Park to help on the day.
- (c) Reminder of the Annual Parish Meeting on 24th May at 8pm.

The meeting closed at 9.15pm

The next meeting will be held on Monday 6th June 2022