**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:

1. Standing Orders
2. Financial Regulations
3. Data Protection
4. Social Media and Electronic Communication
5. Data Retention
6. Health and Safety
7. Grievance and Disciplinary
8. Child Protection and Safeguarding
9. General Privacy Notice
10. Grant Awarding
11. Marking the Death of a Senior National Figure
12. Pay Policy Statement
13. Street Naming
14. Lone Worker
15. Publication Scheme
16. 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**

1. The nomination of sites for the Braintree District Council’s ‘Re-Wilding Scheme’ was deferred pending further information*.*
2. **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**

1. 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.
2. **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**

1. Annual General Meeting for the Hatfield Peverel Community Association charity is due.
2. Volunteers needed for Party in the Park to help on the day.
3. 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**