

Clerk to the Council
Sarah Gaeta

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5th January 2022

To: Members of Hatfield Peverel Parish Council

You are hereby summonsed to attend

**THE PARISH COUNCIL MEETING
TO BE HELD IN THE LOUNGE AT THE VILLAGE HALL
ON MONDAY 10TH JANUARY 2022 AT 7.30 PM**

for the purpose of transacting the following business.

SL Gaeta

Clerk to the Council

A G E N D A

21/149 Apologies for Absence

21/150 Minutes of the Parish Council Meeting held on 6th December 2021 to be taken as read and signed as a correct record by the Chairman.

21/151 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.

21/152 Essex County Councillor Update

5 minutes

To receive an update from ECC Councillor Derrick Louis.

21/153 Braintree District Councillor Update

5 minutes

To receive an update from District Councillors Dervish and/or White.

21/154 Public Participation session

3 minutes per person; 15 minutes max

With respect to items on the Agenda and other matters that are of mutual interest.

21/155 Clerk's Report

5 minutes

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

21/156 Burial Ground

2 minutes

Report of interments and memorials.

21/157 Planning

10 minutes

The following applications to be considered:

21/03507/HH – Single-storey side extension at Gables, Church Road, Hatfield Peverel.

21/03574/FUL – Erection of first-floor extension to existing single-storey outbuilding to form 1 x 2 bedroom detached dwellinghouse at Lawrence House, The Street, Hatfield Peverel.

21/03619/HH – Single-storey front extension and part conversion of existing garage at 9 Gleneagles Way, Hatfield Peverel.

21/03571/TPO – Tree works at 16 Woodham Drive, Hatfield Peverel.

21/158 Finance and General Purposes

20 minutes

Motion: The Parish Council to agree the 2022/23 budget as circulated by the Clerk/RFO.

Motion: Based on the budget provided, the Parish Council to discuss and agree the precept for the 2022/23 financial year, and any use of reserves to support this.

To review and re-approve the Scheme of Delegation in light of the ongoing pandemic.

21/159 Neighbourhood Development Plan

5 minutes

To receive an update on the NDP Review.

21/160 Heritage

10 minutes

To receive an update on the Local Heritage List project.

Motion: The Parish Council to approve a local heritage list for the purpose of investigative/historical research. The local heritage list is subject to some modifications

21/161 Environment

15 minutes

Motion: The Parish Council to adopt the Memorial Bench Policy.

To (i) discuss possible new projects for inclusion, deletion and/or amendment for the 2022 Open Spaces Action Plan, (ii) to agree for members of the S106 Working Party to consider these at the meeting on 19th January, and (iii) to delegate responsibility to the Clerk to submit the final version on behalf of the Parish Council, in view of the deadline of 28th January.

To discuss and approve hedgerow works requested on Parish Council land alongside 9 St Andrew's Road. The work to include reduction of height of the hedge to 2.0m and trimming on an annual cycle to maintain at broadly reduced dimensions.

21/162 Traffic

5 minutes

To receive an update on traffic matters.

Motion: The Parish Council to agree payment to Traffic Technology in respect of:

(a) Delivery of faulty Speed Indicator Device (SID) to Silverstone and initial assessment at £160 + VAT.

(b) Repairs to the SID and delivery back to the Parish Council, including 3-month warranty, at £410 + VAT.

(c) New battery for the remaining three SIDs at £110 + VAT.

21/163 Keith Bigden Memorial Ground

10 minutes

To discuss the quotes received to carry out the slope works at the KBMG and appoint a contractor. Please see minute reference 21/124.

21/164 Allotments

3 minutes

To nominate councillors to participate in discussions with the Allotment Association regarding the future of the allotments.

21/165 Accounts for Payment

2 minutes

To agree the accounts for payment for December 2021.

21/166 General Announcements

5 minutes

Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 7th January.

Date of next Parish Council Meeting – Monday 7th February