HATFIELD PEVEREL PARISH COUNCIL



ANNUAL REPORT 2019/20

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Chairman's Report

Firstly, I would like to welcome Steve Thorpe, Charlotte Greaves and Heidi Knightbridge to the Parish Council as co-opted members; I look forward to working with them in the forthcoming year. I would also like to extend an invitation to any residents of Hatfield Peverel who would like to get involved with Parish Council matters to contact Sarah Gaeta the Parish Clerk and register your interest.

Well this has been an eventful year for us as a nation with Brexit and the Covid-19 virus. I would like to send my condolences to anyone who has lost loved ones to this dreadful disease; our thoughts are with you in such distressing times. I would also like to thank all our villagers who have helped their neighbours and friends in whatever way they can. A big thank you for all our shops and service providers who have kept this village fed and supported throughout this ongoing crisis; we thank you. Of course, there are a lot of people in the village who are on the front line in hospitals and care homes; again, we thank you for your service and sacrifice.

Ok, what's been going on?

Community Park

We are still working on the Community Park and now have a management plan for the next 5 years, but some way to go until the public can use it. There is more detail on this later in this report.

NDP (Neighbourhood Development Plan)

The NDP has now been made and is a legal document and must be considered when considering planning requests for Hatfield Peverel by Braintree's Planning Committee. I'm so pleased this document is now in place as it represents the thoughts of the parishioners of Hatfield Peverel on future development.

Party in the Park

Thank you all for all your support at the 2019 event - what a great day and fantastic weather. Unfortunately, there won't be a 2020 Party in the Park because of Covid-19. I'm sure you all understand, but the good news is all the bands and technicians have signed up for 2021.

Community Events

Hard to see when we can start putting events on, but as soon as restrictions are lifted, we will action some events. Thank you for supporting the treasure hunt and Christmas in the Park in 2019 - I hope you enjoyed these events.

Parish Council App

Towards the end of last year, we developed an app which can be downloaded from the app store on mobiles (search for Robin Road Community App – once downloaded, select Hatfield Peverel

Parish Council from within the app). The aim of the app is to inform people of the village of what's going on in real time. It will be used to post information from the Parish Council and also, as the app develops, there will be an opportunity for local businesses to make us aware of things on or special offers, football scores from local teams or results from other clubs like cricket and bowls (this part of the app is still being developed). I was keen to make this app useful and informative and as 'real time' as possible; on the app you will see up to date information about train times via a link, traffic reports and the weather forecast. It is my hope that this app will give real time information about our village, but will not replace the Review.

Hadfelda Square Car Park

The Parish Council has now taken over this car park from Braintree District Council and it is our intent continue the 2-hour free parking to residents of the village. If the car park had remained under Braintree DC, there was a good chance payment would have been introduced.

~ * ~

That is a short review from me. You will see below more detailed information from the Chairmen of the working parties, advisory groups and committees in their reports.

I would like to thank all the Councillors who have given up their time for little reward. I am privileged to have their support and wealth of knowledge and skill to help us make the right decisions on behalf of the parishioners of Hatfield Peverel.

A special thank you to Sarah Gaeta (Parish Clerk) for all her hard work over the last year.

I would like to thank Charley Dervish and David Bebb, our District Councillors, for their help and support over the last year.

My thanks go out to Ken and Jackie Earney who produce the Hatfield Review and look forward to working with them on our communication strategy for the future.

I would also like to thank all the people who have worked on different projects and working parties - thank you for all your help and support.

Finally, if you would like to get involved by being a Councillor, please contact our Clerk - the number is on the website, on the app and in the Review. If you don't want to be a Councillor but would like to join a working party, please again contact the Clerk - we always need help and support.

Cllr Mark Weale - Chairman of the Hatfield Peverel Parish Council

Environment Advisory Group Report

The EAG is tasked to consider those environmental issues that affect us in Hatfield Peverel and Nounsley. We are a group of Councillors, an ex-Councillor, and an interested member of the public, who meet regularly to try and resolve these issues. As well as myself, we have Cllrs Diane Wallace, David Broddle and Marel Elliston, ex-Councillor Peter Endersby, and the people's representative, Leslie Moxhay. My thanks go to them for volunteering their knowledge and services for the good of our parish.

Unlike the previous year, when we completed the major project of fencing the new burial ground, we haven't had to manage any large projects. Our attention has been to continue to tackle those day to day problems so as to ensure our village looks tidy and attractive.

Areas covered during the year included:

Attending to dangerous or dying trees and the cutting back/down of encroaching vegetation. Most of the work last year was fairly routine. We did have a scare with a tree by the duck pond that had some dangerous branches that needed to be removed. This caused the path around the pond to be closed for a short period of time. Other tree works were carried out in Hadfelda Square, the recreation ground and the new Community Park. The dead trees by the burial ground were also removed. They were a danger to the new fence and to any walkers on the footpath.

The enforced lockdown in March this year gave us the time to retrace the nine walks that Catherine Voysey put together almost thirty years ago. We have updated her text, as well as some of the maps, and digitalised them so that anyone can access them from the Parish Council's website. We would encourage residents to walk these paths and report back if they become impassable for any reason. Thanks must go here to Ken Earney who looks after our paths and liaises where necessary with Essex County Council. Can any owners who have hedges bordering these footpaths please ensure that surplus vegetation is kept trimmed back? This does not only apply to our country walks, but also to those hedges alongside our pavements.

The area around the duck pond continues to attract attention. The water is actually owned by Braintree District Council as is part of the surrounding land. The Parish Council owns the other piece of land. This was once reasonably clear. However, saplings, small bushes, brambles, and nettles had gradually reclaimed the area. We arranged for some of this to be cleared so that we could better understand what we could do with the land. Future discussions on this are needed

The normal, routine tasks include:

To continue to refurbish/replace seats around the village, maintain the play equipment on both the recreation ground and at Nounsley, keep the grassy areas owned by the Parish Council looking nice, etc, etc. We repaired the telephone box on The Green as well as the noticeboard on Maldon Road. Items that we purchased in the year include three new picnic tables (two for the rec, one for Nounsley), four new litter bins (one for Hadfelda Square, one for the rec) and four dog mess bins (Old School Court, Ulting Road, Sportsmans Lane and the Ford).

Most of these duties are carried out by our handymen, David and Damon Wallace. We must thank them for their hard work and dedication in keeping our parish looking so pleasant. I know that they often carry out work over and above what is expected of them. A mention should also go out to our litter pickers. Please make their jobs easier by either taking your litter home with you, or by using the litter bins provided.

Cllr Ted Munt

Traffic Advisory Group Report

The TAG has met six times during the past year, at approximately two-monthly intervals.

The transfer of ownership of Hadfelda Square car park from Braintree District Council to the Parish Council was completed on 12 November 2019 after nearly five years of negotiation. This has protected the current two-hour free parking facility for the benefit of residents and for customers of local businesses. Some subsequent alteration to the layout of the car park was necessary and final details of signage etc are still to be completed by BDC.

In respect of traffic issues, we have just ordered a further Vehicle Activated Sign (the one that flashes "30" at any vehicle exceeding that speed). When delivered, we will have two VAS units and four Speed Indicator Devices (the ones that show a vehicle's actual speed). These are moved around the thirteen approved sites in the village on a quarterly basis meaning that every site is covered at least once every 12 months. The village also benefits from use of Essex County Council's VAS for nine months each year. Measures to try to control speeding traffic and to deal with numerous parking issues take up much of the group's time — we are currently looking at the possibility of "rumble strips" at various entrances to the village, a 20mph scheme in the vicinity of the schools, and some small extension of yellow line restrictions at dangerous junctions and bends. We have been supportive of the Co-op's application for yellow lines opposite their store to facilitate the access of delivery lorries. The application has been approved by the authorities and the lines are now in place. New, very effective, portable signs have been purchased and placed outside the schools asking motorists to respect the parking restrictions and zig-zag lines already in place.

We continue to pursue Highways England for a solution to the problem traffic lights at Latneys, but suspect that these will remain until work starts on the widening of the A12.

We have recently purchased a supply of "30mph" stickers which can be placed on the side of the black and green waste bins, in a further effort to remind motorists of the village speed limit. These will be issued to householders in some of the key roads that experience problems with speeding. If successful, the scheme could be further extended.

The Group is in the process of applying, through the Local Highways Panel scheme, for an upgrade to all three zebra crossings, and for "white gates" at various entry points to the village. The success, or otherwise, of these applications depends partly on the level of written support received from residents.

The reporting of potholes and other highway defects has been a regular feature of the group's work, with mixed results. We continue to seek a permanent solution, by ECC, to the drainage and road surface issues in Sportsmans Lane.

Approval has been given by ECC/BDC for the installation of an additional road sign in Station Road warning of pedestrians in the road.

We are still seeking a solution to the problem of the electricity pole in Maldon Road which needs to be moved to allow the path to be widened, to provide safe passage for mobility scooters, push chairs etc. The initial quote from UK Power Networks fell outside the PC's budget and other options will need to be examined in the coming months.

The Group has also supported the work to replace the surface in Hadfelda Square and to install a new cycle rack, and has endeavoured to seek a solution to several hedges in the village which have overgrown, and restrict the width of, the adjacent footpath.

In the coming months, the group will continue to be represented at meetings on ECC Highways' Devolution of Services project and of ECC's Local Area Transport groups. We also intend to take forward with ECC Highways some proposals for improving the potential traffic flow (subsequent to the completion of the Hatfield Grove/Arla site development) at the junction of Station Road and The Street.

Thanks go to all members of the TAG over the past year, and those who have assisted with issues that have arisen. Their help and support has been invaluable and greatly appreciated.

John Cockell, Chairman of TAG

Sport and Recreation Advisory Group Report

The Chairman of the S&R Group is Cllr Charley Dervish, with Councillor members Mark Weale, Ted Munt and David Broddle.

Terms of reference have been agreed, however, due to other Councillor commitments this Advisory Group has been put on hold until we can source more members from the Council and public. Ideally a minimum of 7 in order to achieve its goals.

Future Projects:

Man Shed

Junior Council

Further facilities on the Rec (using the concrete base where the football shed used to be)

Further facilities for the village hall and where this group can assist

Mark Weale and Ted Munt have been maintaining relationships with the football and bowls club which was one of this group's objectives.

The objective is to obtain a full group by year end 2020 and set out an initial action plan ready to report to full council January 2021. If you would be interested in joining this group, please contact the Parish Clerk.

Cllr Charley Dervish

NDP Executive Committee Report

Since the last Annual Meeting, work continued to ensure the HPNDP met relevant habitats regulations and the Plan examination was resumed.

On 8th July 2019, the Planning Inspectorate published the long-awaited report from the Inquiry into planning applications on Stonepath Drive and Gleneagles Way allowing both applications to proceed.

Examiner, Mary O'Rourke, produced her examination report on the HPNDP on 23rd July 2019 allowing the HPNDP to proceed to Referendum subject to additions and amendments. Not least of these was the removal of the policy allocating the old Arla Dairy site for mixed development. A planning application for a solely housing based proposal had by this time been determined by Braintree District Council (BDC). This had the effect of making the policy irrelevant.

A referendum on the HPNDP was held on 28th November 2019 with the following result:

Total ballot papers – 914, a turnout of 27.12% of eligible voters

Total YES votes - 847 - 92.66%

Total NO votes - 66 - 7.22%

Papers unmarked or void for uncertainty - 1

On 16th December 2019, Full Council at BDC agreed that the Plan should be 'made', becoming part of BDC's development planning policy.

The NDP team have since worked with BDC to correct errors and omissions in the version of the HPNDP shown on the BDC planning portal. This process has since been delayed to date by the present Covid-19 conditions.

On 2nd March 2020, Hatfield Peverel Parish Council agreed that BDC could amend the designated boundary of the HPNDP to reflect political boundary changes made in 2019 bringing new development at Wood End Farm under the jurisdiction of Witham Town Council. This will enable them to proceed with their own NDP without conflict with the HPNDP area.

Given the elapsed time since the start of the HPNDP process, an assessment is currently being made of how best to conduct a review of the Plan, which will be extremely difficult in present conditions. Recent news that an inspector has cast doubt on the soundness of the West of Braintree and West Tay garden village proposals in part 1 of the BDC local plan creates a strong possibility that areas for significant housing units will need to be found elsewhere within the Braintree District.

Cllr Mike Renow

Parish Paths Partnership representative (P3) report

1 Current status of the Parish Paths Partnership (P3) scheme

ECC grant-funding covers only one of the four or five regular seasonal surface cuts by DW Maintenance (parish handymen David and Damon Wallace) usually needed on three key paths (FPs18, 39 and 47). A length of FP29 by Latneys and of FP27 off of Spring Lane has been added for year 2020/2021 only. It will then be on ECC contractors cutting schedule in subsequent years. All further costs fall on the Parish Council. ECC contractors carry out one annual cut to a further three of our paths. A number of other field paths are maintained by farmers John Upson and Richard Lewis (Mowden Hall Farm).

Non-scheduled issues regarding problems on any of our paths are reported on the Highways problem reporting pages of the ECC website. The local footpath inspector reads the reports regularly, usually daily, and visits sites to look at the issue, allocates priorities and arranges for them to be dealt with by an ECC contractor or occasionally a volunteer working party, such as the Friends of the Flitch Way. A number have been reported online over the past 12 months, principally to do with structures and waymarking. However, this arrangement usually results in delays in getting them attended to, so a volunteer group deals with certain of them in a more timely manner.

2 Parish volunteer working group

Since the volunteers did not wish to be subject to some of the more onerous ECC requirements when working formally within the P3 scheme, they decided to restrict their activities to vegetation clearance. Work such as installing or repairing bridges, gates, waymarker posts etc have still to be referred to ECC for action.

We have been very active during the time of peak growth season in 2020 since this has coincided with the Covid-19 emergency. Vegetation work is mostly a solo activity, but the heavier jobs have been tackled by our single household couples when the work requires more than one pair of hands.

3 ECC issues

3.1 Path from The Street via Bennett Way, New Road to FP18 (Cutts Close to the Rec.)

The parish has both a wish and need for the entire length of this key village path to acquire permanent legal protection, and to ensure that it be maintainable at public expense by ECC. Currently only the length from The Street to the northern arm of the Bennett Way cul-de-sac has this status, appearing on the county Definitive Map as FP4.

In connection with this the Parish Council's Traffic Action Group (TAG) is currently seeking to improve accessibility for wheelchair users by having the kerbs lowered on both sides of New Road where it is crossed by the path. To this end a site meeting is to be held between TAG

representatives and ECC Highways engineers to explore these linked issues when relaxation of Covid-19 lockdown regulations permit.

3.2 Stiles - Crossfield path from Scout & Guide HQ to Sportsmans Lane (FP37)

The long-delayed and much needed replacement of the two extremely unsatisfactory stiles by pedestrian gates/kissing gates was carried out in October 2019 by a Friends of the Flitch Way (FFW) working party. Many thanks to them - they have carried out a number of the bigger and more complex tasks in the parish over a period of years.

4 Path diversions

The path diversions on four paths on Lord Rayleigh's Farms (LRF) land - FP1 and 2 around Termitts Farm, FP36 and 44 in the vicinity of Toppinghoe Hall and FP34 from the Hatfield Peverel-Boreham road to Terling Hall Road are now in place. Waymarking reported last year as apparently satisfactory has proved to be far from the case: LRF is believed to be now correcting it where necessary.

5 Stonepath Meadow – FP43

The Secretary of State for Housing, Communities and Local Government decided in favour of the Gladman application in July 2019. We must be on our guard for any attempt to divert this path once the ultimate developer submits detailed plans for the site.

6 Path flooding and boggy surfaces

There was a further instance of flooding following a period of high rainfall earlier in 2020 on FP7 (Church Road to Sportsmans Lane). It seems now unlikely that the source is connected with the water supply leakages that occurred in the Shepherds Cottage area two years ago.

Another path experiencing flooding problems is FP39 (Sportsmans Lane to Nounsley Road) by the two bends at its lower end. This could possibly be caused by a problem with the routing of a small water course flowing south-westerly from a small pond above Priory Farm. It is to be further investigated once Covid-19 restrictions are relaxed.

7 Maintenance of paths by local resident volunteers

Thanks to those residents who cut side growth and mow, strim or otherwise maintain path surfaces in their neighbourhood as the need arises throughout the year. Their efforts are much appreciated.

8 Nine Walks around Hatfield Peverel

There is now an online version in PDF format of Catherine Voysey's little booklet "Nine Walks around Hatfield Peverel" on the Parish Council's website.

Over the last two years, members of the volunteer group walked all of the routes and made necessary amendments to the descriptions. This year Ted and Pauline Munt check-walked all nine amended routes which were then posted on the website together with the original sketch maps. I have also reviewed and revised texts and am reviewing and updating the maps where necessary: one or two have already been done with possibly further minor changes to be made. These are being fed back to the Parish Council.

Ken Earney, Parish Paths Partnership (P3) representative, Hatfield Peverel

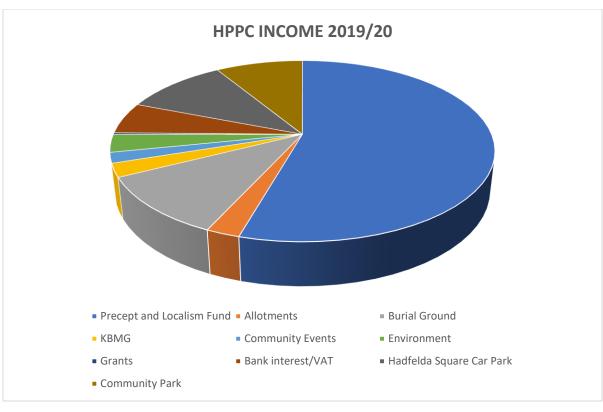
Receipts and Payments Account

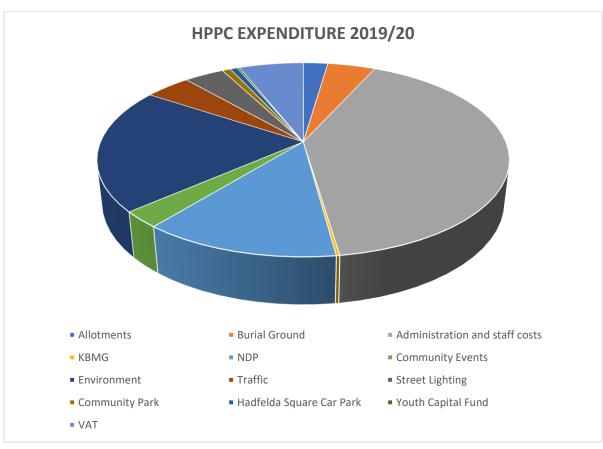
31/03/19 £		31/03/20 £
	INCOME	
2,399.74	Allotment Rents	2,770.19
350.00	Bowling Club Rent	350.00
3,554.59	Braintree District Council - Street Cleaning	3,625.68
9,305.00	Burial Fees	12,240.00
0.00	Community Park	10,000.00
977.00	Council Tax Collection Fund Surplus	616.00
0.00	Electricity Wayleave	1.00
24.60 1,212.26	Essex County Council - Parish Paths Partnership - Grant Football Club Client Saver	0.00 1,213.53
1,200.00	Football Club Rent	1,200.00
22,468.52	Grant from Braintree District Council	363.20
20,000.00	Grant from Essex County Council	0.00
134.68	Grass Cutting for Essex County Council	0.00
0.00	Hadfelda Square Car Park	11,900.00
162.60	Interest	142.29
3,300.00	Neighbourhood Plan	0.00
3,539.00	Parish Support Grant	0.00
1,723.25	Party in the Park	2,140.64
60,399.00	Precept	61,849.00
0.00	VAT on income/VAT repayments	6,312.47
6.82	Youth Capital Fund	5.75
130,757.06	INCOME TOTAL	114,729.75
	EXPENDITURE	
2,728.85	Allotments	2,433.91
26,256.52	Burial Ground	4,765.18
0.00	Community Park	840.00
19,981.26	General Administration	17,136.24
0.00	Hadfelda Sq.	707.10
1,835.80	Income Tax	598.80
389.16	Keith Bigden Memorial Site	240.00
1,765.04	National Insurance	598.80
7,682.00	Neighbourhood Plan	13,854.99
1,504.95	Party in the Park	2,886.91
1,023.76	Pension	1,015.34
15,907.40	Playing Fields and Open Spaces	22,113.23
20.00	S. 137 Payments	0.00
416.51	Speed Display Equipment	4,559.12
12,733.29	Staff Costs	23,041.00
4,142.44	Street Lighting	3,971.46
0.00	VAT on payments	6,429.03
263.50	Youth Capital Fund	217.95
96,650.48	EXPENDITURE TOTAL	106,637.06

Please note: The figures in the right column are based on unaudited accounts

31/03/19 £	EXPENDITURE	31/03/20 £
41,678.21	Balance as at 01/04	75,784.79
•	Add Total Income	,
<u>130,757.06</u>	Add Total Income	<u>114,729.75</u>
172,435.27		190,514.54
96,650.48	Deduct Total Expenditure	106,637.06
0.00	Stock Adjustment	0.00
0.00	Transfer to/ from reserves	0.00
75,784.79	Balance as at 31/03	83,877.48

Please note: The figures in the right column are based on unaudited accounts





Braintree District Councillor Report

BDC Achievements 2019/20

Finance and Performance

In 2019/20 we have:

- Achieved targets for collection of Council Tax (c £93m) and business Rates (c£43m)
- Produced, audited and published our accounts by the target of 31st July The Auditor's Report gave an Unqualified Opinion that the financial statements give a true and fair view of the Council's financial position; and an unqualified conclusion that the Council has in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources
- Achieved the Customer Service Excellence Standard for the fifth consecutive year demonstrating the high standard of customer service provided and were recognised as an exemplar in 17 areas
- Continued to develop our online services making it easier for customers to access services
- Further developed and expanded a shared payroll service with other local authorities to enable a more efficient, resilient and cost-effective service
- Implemented new processes in our Housing service to improve resilience and efficiency of the service following the implementation of the Homelessness Reduction Act
- Developed our Commercial and Investment Programme generating income and savings through a number of actions to reinvest in front line services
- Further boosted investment income: autumn 2019 Treasury Management Report cites income arising from investments income of £1.158m, including £866k from pooled funds (5.24%) in addition to property rent income of £2.234m (6.3% return).

<u>Governance</u>

Organised and delivered election ballots for two neighbourhood plan ballots, local elections (May 2019), European elections (June 2019), and the General Election in December for both the Braintree and Witham parliamentary elections The latter embraced, inter alia, sending out circa 149,000 polling cards, circa 24,500 postal votes, with arrangements for 140 polling stations and involving over 500 staff, plus management of 10 candidates and their agents, all without challenge.

Affordable Housing

It has been a very successful year in regards new affordable housing, where we expect that more than 200 affordable homes to be added to the local stock by the end of the financial year. The Housing Team has adopted a target of 200 affordable homes to be completed in the coming financial year, which is higher than any adopted target during the last 20 years.

Housing Options

Officers continue to work with customers to achieve good outcomes and are on course to exceed the 2018-19 performance. Between April and December 2019, the team prevented or relieved homelessness for 292 households. We have seen a reduction in the numbers of people sleeping rough in the Braintree District.

Economic Development and Infrastructure

- £1 million secured to bring forward pedestrianisation and improvements to Braintree Town Centre and the High Street. Preliminary work begun,
- Improvements to Halstead and Witham Town Centres, including signage and street furniture de-cluttering being developed,
- £172 million secured for A12 improvements to unlock additional housing at Braintree/Colchester borders garden community. On approval of local plan, this will help protect our towns and villages from aggressive overdevelopment,
- Continue to lobby for a A120 improvements, pleasing to hear recent announcement for inclusion in the Governments Road Investment Strategy 3 programme,
- Working with neighbouring District/Borough Councils across North Essex, supported by Essex County Council, to develop a North Essex Economic Strategy to support a growing area. The aim is to increase the number of higher paid, higher skilled jobs and improve the productivity of our local economy,
- Continuing to work with Braintree Town Centre Partnership, Witham/Halstead Town Councils and communities to develop a programme of events that will help increase Town Centre footfall,
- Successful street markets held in Braintree and Witham, with a 2020 programme post COVID 19 crisis planned,
- Continue to support business start-up growth and advising businesses on grant funding. In 2018/19 every £1 invested by Braintree District Council in Business engagement and support generated a return of £285 to the local economy,
- Providing an essential support service to the business community during the COVID 19 crisis. As of Wednesday 8 April 2020 1,394 grants with a total value of £15,785,000 in grants distributed.

Health & Wellbeing

The Livewell Brand devised and promoted by the Council has been rolled out across the whole of Essex, including the County Council and Mid Essex Clinical Commissioning Group.

The Council hosts and chairs the Health and Wellbeing Panel which involves partners from across the County, and beyond, with particular emphasis on mental health, obesity and inactivity, and frailty.

Livewell Child, a part of the Livewell Brand, was nominated for a Local Government Award

The Braintree Sports Awards were held for the 6th consecutive year, and attracted, identified and celebrated a significant number of local world class athletes, their clubs and support workers.

The various Livewell initiatives have been shown to contribute to a significant increase in the number of active residents through the District.

Our dementia initiatives continue with develop, with the introduction of more dementia friendly cinemas, walks, tea dances, swimming, slow shopping and cream tea events.

Funding is in place to renew the artificial sports training pitch at Halstead, complimenting the recently refurbished ones at Witham and Braintree.

CORPORATE TRANSFORMATION

In 2019/20 we have:

- Continued to invest in our Commercial and Investment Programme generating income and savings through a number of actions in order that we are able to reinvest in front line services
- Asset management continued to manage the sizeable assets under management and successfully negotiated significant capital receipt for the site of the Bramston Sports centre in two tranches to a large supermarket and Retirement Home operator.
- Initiated development of Horizon 120, a strategic employment site at Great Notley providing additional land to support business growth and potential for 2000 jobs, in Partnership with a specialist development company with prospect companies with planned occupation in 2021.
- Commenced development of Victoria Square on the Manor Street site, regenerating Braintree Town Centre, and comprising of a Livewell Hub, 70 bed hotel, restaurant/café, commercial unit, 35 residential units, bus interchange, car park and enhanced public realm.
- Continued to develop the Digital Strategy for BDC to cover Digital Council, Digital Customer and Digital District with plans for each that expands the digital range and reach of our services.
- Continued to evolve data protection and IT security procedures including increased focus on cyber security and protection

Cllr David Bebb