

## HADSTOCK PARISH COUNCIL



Members of the Council are hereby summoned to attend  
**Hadstock Annual Parish Council Meeting** on  
Thursday 30 May 2024  
at 7.45 pm at Hadstock Village Hall  
to transact the business as stated on the Agenda

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting. Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. report or comment on the proceedings in writing, during or after a meeting or orally after the meeting

### AGENDA

1. The previous chair of Hadstock Parish Council will read the fire safety notice and announce that proceedings may be filmed or recorded and then invite nominations for the Election of Chairman of Hadstock Parish Council for 2024/25  
**VOTE REQUIRED**  
Chair to sign acceptance of office and take the chair.
2. Apologies and approval of reasons for absence **VOTE REQUIRED**
3. Election of Vice Chair ~ **VOTE REQUIRED**  
Vice-Chair to sign acceptance of office
4. Election of members to Committees [if required] and Council Representatives:
  - [a] Chair to Planning Committee **VOTE REQUIRED**
  - [b] Village Hall representative **VOTE REQUIRED**
  - [c] Councillor responsible for the Village defibrillator **VOTE REQUIRED**
  - [d] Councillor responsible for routine inspection of recreation ground, play equipment & dog bags **VOTE REQUIRED**
  - [e] website co-ordinator **VOTE REQUIRED**
  - [f] Sustainable Hadstock working group **VOTE REQUIRED**
5. Declaration of Members' Interests & request by Clerk for Councillors to update their Register of Members' Interests [new forms provided]
6. To receive any Members' Dispensations –
7. To adopt the UDC Councillor Code of Conduct [previously sent]
8. To receive and confirm the Minutes of the Parish Council Meeting held on **25 April 2024** are a true record **VOTE REQUIRED**
9. **Public participation** an invitation to members of the public to put questions/statements of not more than 5 minutes duration. No resolutions can be made but Councillors are very happy for matters relating to the Parish to be brought to their attention.
10. To receive and note any report from the District Councillor ~ Councillor Moran
11. To receive and note any report from the County Councillor ~ Councillor Foley
12. **Action points and matters arising from previous meetings:** Updates for information only. (no resolutions will be made)
  - a. Report from Clerk
  - b. Report from Councillors
13. **Planning Application/s to consider a consultee comment - none** at time of agenda
14. To note decisions made by UDC on planning application/s

**15. Governance:** To note and approve

[a] financial regulations previously approved remain [noting NALC reissued May 2024 to be reviewed when formatted for HPC] **VOTE REQUIRED**

[b] to agree Annual Insurance renewal due 01 June 2024 **VOTE REQUIRED**

**16. Accounts Year Ending 31st March 2024**

To report on the financial position of the Parish Council's accounts for the year ending 31st March 2024 and complete the Annual governance and Accountability Return (AGAR)

[a] To note the Internal Audit Report for AGAR **VOTE REQUIRED**

[b] To consider, complete and approve Section 1, Annual Governance Statement 2023/24 of AGAR **VOTE REQUIRED**

[c] To consider and approve Section 2, Accounting Statements 2023/24, of AGAR prepared and previously signed by the Clerk/RFO **VOTE REQUIRED**

[d] To approve Exemption Certificate & accompanying bank reconciliation **VOTE REQUIRED**. Chair & RFO to sign

[e] Date for public rights of inspection will be from Monday 20 June 2024 to Friday 02 August 2024 inclusive, being 30 working days

**17. Accounts Year Ending 31st March 2025**

[a] To review the financial reports to 29 April 2024

[c] To agree and approve payments listed below **VOTE REQUIRED**

[d] To agree and approve appropriate invoices received after Agenda issued if necessary. **VOTE REQUIRED**

Cheque	Payee	Description	Net amount	VAT		Total
101490	Ms S Beckett	Clerks' salary month 2	381.35			381.35
101491	Mr D Bracey	Annual playground inspection	95.00	19.00		114.00
101492	Cleartax	12 months payroll	160.00	32.00		192.00
101493	Gallagher Insurance	Annual Insurance premium	581.16			581.16
101494	Mr J.Lockton	Re imbursement Sustainable Hadstock	283.05	44.85	327.90	
	Mr J.Lockton	Re imbursement Sustainable Hadstock	81.72	16.47	98.19	426.09

**18. The Sustainable Hadstock Working Group [SHWG]**

**19. Highways ~ to receive an update on highways issues, discuss and resolve actions**

[a] Highways

[b] Speed watch

[c] Pothole reporting update

**20. To further consider how to approach issues of Linton Road 'ditch' noting road closure 08 June 2024 **VOTE REQUIRED****

**21. Recreation Ground Report ~**

[a] To receive report the Annual Playground Inspection report and resolve any required actions/expenses **VOTE REQUIRED**

[b] To confirm recreation ground is in good order **VOTE REQUIRED**

[c] To discuss progress of funding application for Monkey Challenge

**22. Defibrillator report – Cllr Wells**

**23. Parish Land Report & PRow's ~**

[a] discuss any issues reported and approve actions required

**24. Village Hall Report**

**25. To discuss 'The Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill' aims to tackle the main causes of deadly battery fires – sub-standard devices and incorrect usage.**

**26. To note items for next agenda**

**27. To note the next Meeting will take place in the Village Hall Thursday on 27 June 2024 and at 7.45pm [Please note new start time]**

**28. A public exempt if required.**

**29. Chairman to close the meeting**

Sara Beckett

Clerk to Hadstock Parish Council 22 May 2024

Majority **VOTE REQUIRED** for any decision to be made