

HADSTOCK PARISH COUNCIL



Minutes of Hadstock Annual Parish Council Meeting

Held on

Thursday 30 May 2024

at 7.45pm in the Village Hall Hadstock.

Present: Parish Councillors: Keith Nuttall, Jude Hannam John Lockton, Denise Wells, David Johnson District Councillor John Moran & Parish Clerk. Also present 2 members of the public.

1. The previous chair of Hadstock Parish Council, Keith Nuttall, read the fire safety notice and announced that proceedings may be filmed or recorded. Councillor Nuttall invited nominations for the Election of Chairman of Hadstock Parish Council for 2024/25. Councillor Nuttall was nominated/seconded the vote being unanimous Councillor Nuttall was elected **RESOLVED 24/05/01**
The Chair signed the acceptance of office and took the chair.
2. Apologies and approval of reasons for absence was not required as all councillors were present
3. **Election of Vice Chair** ~ following a discussion it was decided to defer this item **RESOLVED 24/05/02**
4. **Election of members to Committees and Council Representatives:**
 - [a] Chair to Planning Committee - following a discussion it was **RESOLVED 24/05/04a** not to elect a chair as most planning applications are considered at full council.
 - [b] Village Hall representative – Cllr Hannam **RESOLVED 24/05/04b**
 - [c] Councillor responsible for the Village defibrillator - Cllr Wells **RESOLVED 24/05/04c**
 - [d] Councillor responsible for routine inspection of recreation ground, play equipment & dog bags – Cllr Johnson **RESOLVED 24/05/04d**
 - [e] website co-ordinator - Cllr Lockton **RESOLVED 24/05/04e**
 - [f] Sustainable Hadstock working group - Cllr Lockton **RESOLVED 24/05/04e**
5. Declaration of Members' Interests was discussed. Councillors did not feel the need to renew forms unless they require amendments. The Clerk had hoped to be able to present a more uniform approach for the website submission to UDC **RESOLVED 24/05/05**
6. To receive any Members' Dispensations – none to report
7. The UDC Councillor Code of Conduct was approved for adoption by Hadstock Parish Council **RESOLVED 24/05/07**
8. The Minutes of the Parish Council Meeting held on **25 April 2024** were confirmed as being a true record **RESOLVED 24/05/08**
9. **Public participation** - a member of the public spoke about a disused and dilapidated kick wall that was not used and attracting a collection of vegetation and requested that it might be removed to which the council agreed.
10. **The District Councillor** ~ Councillor Moran reported that he continues to work with County Councillor Foley to tackle the state of the roads. He reported a 'slow up' with planning applications taking too long to be processed. Community grants will be available for 2024/25 and encouraged HPC to apply. The Local Plan is due to proceed to Regulation 19, but with caution due to the General Election. Essentially this is the stage that demonstrates the responses from Regulation 18 have been addressed and may mean a reduction in housing allocations in some settlements.
The project of Sustainable Hadstock is being seen as a model for small rural villages by UDC and they are very impressed in how its developing. The Chair acknowledged these remarks which were very welcome and emphasised the project's success is very much down to Cllr Lockton who is leading it along with others from the village

The Chair thanked Cllr Moran for his report and also for arranging successful visit to the village by Kemi Badenoch earlier in the month.

11. To receive and note any report from the County Councillor~ no report received.
12. **Action points and matters arising from previous meetings:**
- Report from Clerk - County Councillor funding enquiry has been made. Salt Partnership [advised not required for 2024/25] Highways report made re Bartlow Road but 4 days left for a response. It was emphasised that these vegetation problems are the responsibility of the owners. The Clerk advised Councillors re the ownership of a particular property and will follow up further
 - Report from Councillors - included within meeting.
13. **Planning Application/s to consider a consultee comment - none** at time of agenda however the Clerk informed the council that one had recently been received and would be on the next agenda
14. **To note decisions made by UDC on planning application/s** UTT/24/0824/LB Roundhill Cottage Bartlow Road Hadstock Cambridge CB21 4PF had been **APPROVED**.
It was noted that further information had been requested re UTT/24/0994/HHF 4 The Row Linton Road Hadstock Essex CB21 4NY
15. **Governance:**
- the financial regulations previously approved would remain [noting NALC reissued May 2024 to be reviewed when formatted for HPC] **RESOLVED 24/05/15a**
 - the Annual Insurance renewal due 01 June 2024 was discussed with particular attention to the Long-Term Agreement offered which would mean the premium will still increase annually in line with inflation/index linking to ensure the sum insured remain adequate but would give rate stability. The council agreed to the 3-year LTA at a fee of £581.16 **RESOLVED 24/05/15b**
16. **Accounts Year Ending 31st March 2024**
- The Clerk/RFO reported on the financial position of the Parish Council's accounts for the year ending 31st March 2024 and advised on the completion of the Annual governance and Accountability Return (AGAR)
- The Internal Audit Report for AGAR was noted by HPC **RESOLVED 24/05/16a**
 - HPC considered all the statements of this section of the AGAR being Section 1, Annual Governance Statement 2023/24 which was completed and approved **RESOLVED 24/05/16b**
 - HPC considered and approved Section 2, Accounting Statements 2023/24, of AGAR prepared and previously signed by the Clerk/RFO This was in conjunction with the final financial statement and bank reconciliation for HPC as at 31 March 2024. **RESOLVED 24/05/16c**
 - The Clerk explained the requirements of claiming exemption from External Audit and presented the Exemption Certificate & accompanying bank reconciliation which demonstrated the Annual income or expenditure for HPC was below £25,000 **RESOLVED 24/05/16d**
 - The Clerk informed HPC of the proposed dates for public rights of inspection being from Monday 24 June 2024 to Friday 02 August 2024 inclusive, being 30 working days **NOTED 24/05/16e**
17. **Accounts Year Ending 31st March 2025**
- HPC reviewed financial reports and noted the bank reconciliation to 29 April 2024. It was noted that all receipts for MAY are not accounted for until bank statement received usually the by 8th of each month.
 - HPC reviewed and agreed to approve payments listed below **RESOLVED 24/05/17c**. The Clerk wished HPC to note that there was a small discrepancy with 2 payments related to VAT OF .60p and
 - Agreed to approve a late invoice received after Agenda issued to Clare Webber for SH £375.00. **RESOLVED 24/05/17d**

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
101495	Clare Webber	Leaflet design, logo for print and www. Sustainable Hadstock	375.00			375.00

- 18. The Sustainable Hadstock Working Group [SHWG] Cllr Lockton gave a detailed report available separately <https://www.hadstock.org.uk/sustainablehadstock/>
- 19. **Highways ~ to receive an update on highways issues, discuss and resolve actions**
 - [a] Highways – nothing to update over matters of concern which are ongoing and well reported
 - [b] Speed watch – continues on a regular basis despite the weather
 - [c] Pothole reporting update – nothing new to note.
- 20. HPC had a discussion on how to approach issues of Linton Road ‘ditch’ noting road closure 08 June 2024 it was agreed that Cllr Lockton would put out a call to ‘The Green Team’ to see what can be achieved, at least as a temporary measure to improve the situation whilst the road closure is in place. It was also agreed that the Chair would speak to the land owner and we still await a site visit with Essex County Council officers.
- 21. **Recreation Ground Report ~**
 - [a] The Annual Playground Inspection report was reviewed. It was **RESOLVED 24/05/21a** to remove the net timberline Cllr Johnson to **ACTION**. Remedial work was noted on the swing, truck small goal posts, picnic bench seats and to cover the concrete posts on the Burma Bridge and area near slide. Cllr Johnson to review and **ACTION** and to provide a follow up report to HPC. The removal of the full-size goals is to be revisited
 - [b] Cllr Johnson reported that the recreation ground is in good order. Repairs to the fencing have been attended to, strimming around the dog bin and placing of wood chippings in some areas of water logging **NOTED**
 - [c] The Clerk reported that the funding application for Monkey Challenge is proceeding
- 22. **Defibrillator report** – Cllr Wells reported that the Village defibrillator has now been registered with ‘The Circuit’ and easily identified by that system.
A member of the public left the meeting.
- 23. **Parish Land Report & PRow’s ~**
 - [a] Cllr Lockton reported that the Sustainable Hadstock mapping team has found that a number of pathways overgrown but the weather has encouraged overgrowth. Some fly tipping has occurred at the end of Len’s Path. Cllr Johnson reported of issues near the entrance to the Recreation Ground that might require drainage but it was felt that this is not the responsibility of HPC and an area that has been subject of debate previously. Arnolds Lane is a bridleway with an issue of cars driving along it. **ACTION** Cllr Nuttall to confirm conditions allowed on such a ‘lane’ and the designation. The fruit trees in the Recreation ground have been decimated by deer and the protection is inadequate. **ACTION REQUIRED**
- 24. **Village Hall Report** – Cllr Hannam reported that the AGM was held recently and finances are such that the Village Hall can continue to be maintained and repairs are covered adequately for a further year. The Parochial Church Council have requested assistance from the Village Hall committee with the undertaking of repairs of the Church Path and an agreement has been reached. It may be possible for HPC to contribute in the future.
- 25. The Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill’ was noted and supported.
- 26. Items for next agenda were noted throughout the meeting
- 27. **The next Meeting** will take place in the Village Hall Thursday on 27 June 2024 at **7.45pm [Please note the start time]**
- 28. **No public exempt required.**
- 29. **The Chairman closed the meeting at 21.55pm**

..... **Chairman.**
Signed as a true record and RESOLVED to approve on 27 June 2024