

## HADSTOCK PARISH COUNCIL



## Minutes of Hadstock Annual Parish Council Meeting

Held on

Thursday 27 June 2024

at 7.45pm in the Village Hall Hadstock.

**Present:** Parish Councillors: Keith Nuttall, Denise Wells, David Johnson District Councillor John Moran & Parish Clerk. Also present 5 members of the public.

1. The Chair welcomed all to the meeting, reminded Councillors and members of the public of the fire safety procedure and announced that proceedings may be filmed or recorded. Apologies and approval of reasons for absence were approved
2. Apologies were received from Cllrs Jude Hannam and John Lockton which were **RESOLVED 24/06/02** to be accepted
3. Declaration of Members' Interests & to remind Councillors of the need to keep up to date their Register of Members' Interests and to receive any Members' Dispensations – Cllr Johnson had received a dispensation for this one meeting reference item 9a
4. The Minutes of the Annual Parish Council Meeting held on **30 May 2024** were accepted and approved **RESOLVED 24/06/04**. The Chair signed them as a true record.
5. **Public participation-** a member of the public spoke to item 9b explaining that at no time has the site been visited by the Heritage officer for this planning application and had concerns about the comments made in relation to visibility from the road.  
A member of the public spoke to item 17b giving details of the function in connection with the scheduled green waste collection in a few months' time and other related matters  
A member of the public spoke about the difficulties of grass cutting in conjunction with wild areas which are being left as part of the sustainability projects
6. County Councillor Martin Foley was absent but had recent conversations with the Clerk [reported at item 15]
7. District Councillor Moran reported that UDC will be able to progress with the draft Local Plan Regulation 19 immediately after the General Election expecting an extraordinary meeting of Cabinet at the end of July, followed by the public consultation which would run for an increased number of weeks over and above the statutory 6 weeks required. Cllr Moran reported that he has requested a meeting with the Leader of Essex County Council to have a robust conversation about highways and potholes. HPC were reminded of the call in process for planning applications. Cllr Moran reminded HPC of the District Councillor ward funding.
8. **Action points and matters arising from previous meetings:**  
[a] The Clerk's report included matters related to: road closure in July for Bartlow Road- the AGAR requirements have been sent to the External Auditor and appropriate documentation made available to the public on www.- Essex cycling survey sent to all – funding available through Co-op but time limit may be too tight- salt bag scheme notified- responsibilities for Parish to be discussed next meeting – Clerk to ask Ben Smeeden for replacement trees- meeting of UALC.  
[b] Report from Councillors: Cllr Johnson is now a bank signatory
9. Planning applications  
[a] UTT/24/1344/HHF | Single storey and side and rear extensions. | Les Arbres Moules Lane Hadstock Essex CB21 4PD **RESOLVED 24/06/09a no comment**  
[b] UTT/24/1388/HHF | Stationing of a Shepherds Hut for ancillary accommodation | Chestnut House Linton Road Hadstock Essex CB21 4NU **RESOLVED 24/06/09b to support application**  
[c] UTT/24/1573/LB Listed Building Consent for change of use from commercial use (Use Class B1 (now Class E)) to residential (Use Class C3) and conversion to 1 no. dwellings. | The Mill Yew Farm Linton Road Hadstock

Cambridge CB21 4NU **Agreed to object due to reasons of access and safety. Considered requesting Cllr Moran to ‘call-in’ the application to go to the planning committee at UDC RESOLVED 24/06/09c**

**10. To note decisions made by UDC on planning application/s – none**

**11. To receive an update on planning matters – none to date**

**12. FINANCE 2024/2025**

[a] It was noted that income will be received for EALC Bursary for Clerks finance course

[b] the bank balance, reconciliation and budget monitor of accounts as at 30 May 2024/25 was noted and the transfer of £4795.00 to an ear marked reserve under Sustainable Hadstock was approved **RESOLVED**

**24/06/12bi**

[b] delegated powers used by the Clerk/RFO to purchase increased package for Microsoft 365 was approved **RESOLVED 24/06/12bii**

[c] HPC agreed and approved payments listed below **RESOLVED 24/06/12c**

[d] HPC agreed and approved the invoice received after Agenda issued to Nextnorth for 750.00 **RESOLVED 24/06/12d**

Cheque	Payee	Description	£ Net amount	£ VAT	£ Total	
101496	Keith Nuttall	Strimmer fuel	20.42	4.08	24.50	
101497	Clare Webber	SH	350.00		350.00	
101498	John Lockton	SH	288.64	45.46	334.1	
101499	HMRC	PAYE	-	-	214.2	
101500	Ms S A Beckett	Salary month 3	-	-	381.35	
101501	Ms S A Beckett	Expenses				
101502	Nextnorth	SH website	625.00	125.00	750.00	

**13. Governance**

[a] HPC agreed the appointment of Cleartax as Internal Auditor for 2024/25 and the scope required as per previous report of 2023/24 **RESOLVED 24/06/13a**

[b] Cllr Johnson has been approved by Barclays Bank as a signatory. Waiting for update re Cllr Lockton.

**14. The Sustainable Hadstock Working Group [SHWG] - Cllr Lockton had circulated a report which was discussed and welcomed.**

**15. Highway Matters**

[a] Highways ~ The Clerk reported that she had attended the ‘teams’ meeting of the Local Highways Panel [LHP] which was enlightening and concerning. Two identified areas of the highway in Hadstock had been to sent in a report to the LHP for consideration Moules Lane drainage near the recreation ground and Bartlow Road. Moules Lane has progressed from V to G [validation to feasibility study] but Bartlow Road remains at validation. The Clerk had expressed the length of tie taken to progress these areas and it was suggested that re Bartlow Road because of the topography passing places may be possible. The Clerk remained for the meeting to listen to the discussions to gain an understanding of the processes and limitations. Councillor Nuttall added that at the request of the Essex County Councillors HPC had submitted 5 areas of concern .In addition to the 2 above there was Linton Road ditch and manhole cover and potholes along Walden Road. A meeting has still to take place to include Highways officer, Portfolio holder for highways from Essex County Council and Cllr Foley.

[b] Speed watch~ Cllr Nuttall nothing to report this month

[c] Pothole reporting update- nothing further to report

**16. Recreation Ground Report ~**

[a] Cllr Johnson gave his report on recreation ground and highlighted work required following the Inspectors report **RESOLVED 24/06/16a**

i. large football goals should they remain or be removed **ACTION** to add a Facebook poll

ii small football posts might need securing to themselves but have to remain movable for grass cutting

iii. recently repaired small Burma bridge requires posts to be protected – **ACTION** Cllrs Johnson and Nuttall to review. had previously been discussed to cover with rugby post protection type material

iv. large Burma bridge or timeline needs to be removed

v. material under swings needs to be glued

vi basketball – leave as not considered a risk

vii concrete near slide continue to keep covered

viii tractor smooth down

[b] Cllr Johnson confirmed recreation ground is in good order **NOTED**

[c] Cllr Johnson confirmed all play equipment other than above has been visually checked and useable

**RESOLVED 24/06/16c**

[d] the clerk informed that the funding application for Monkey Challenge has been submitted to the National Lottery

**17. Parish Land Report & PRoW's ~**

[a] other than the report of Len's path which has been addressed, nothing to report. It was felt best that before deciding any planned actions it would be valuable to have Cllr Lockton's input. No further update from Highways report re Bartlow Road and specifically Symantha Cottage

[b] the use of the Village Green for a function was discussed with a member of the public in attendance. The request was

i. The Green to be used as a meeting point for wedding guests having arrived by bus [60/70 guests] and Tilly's Tea to provide refreshments. Advised to contact nearby residents, to be aware of parking, litter and risk assessment requirements. The Parish Council could not be responsible for a private event.

ii. Could the Green Skip schedule be rearranged either cancelled or an alternative time – the clerk has been trying to contact UDC officer and will continue to make contact. The most feasible action might be to reverse the site collection points i.e. Village Green first.

iii. Could the bunting from the village fete be used – advised to contact person responsible

iv. Could the guests use the village hall facilities – advised to contact Village Hall facility

Councillors were in agreement in principle. **RESOLVED 24/06/17b**

**18. Village Hall Report ~** Cllr Hannam was not in attendance but the success of the Fete has given the Village Hall a significant addition of funds.

**19. Items for next agenda were noted**

**20. Note the next Meeting** will take place in the Village Hall on Thursday 25 July 2024 at **7.45pm**

**21. No public exempt required.**

**22. The Chairman closed the meeting at 21.14pm**

..... **Chairman.**

**Signed as a true record and RESOLVED to approve on 25 July 2024**