

HADSTOCK PARISH COUNCIL



**Minutes of Hadstock Parish Council Meeting**

**Held on**

**Monday 23 September 2024**

at 7.45pm in the Village Hall Hadstock.

**Present:** Parish Councillors: Keith Nuttall, Jude Hannam, John Lockton, Denise Wells, Essex County Councillor Martin Foley & Parish Clerk. Also, present 2 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.
2. Apologies and reason for absence from Cllr Johnson were considered and approved **RESOLVED 24/09/02**.
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 – none notified.
4. The Minutes of the Parish Council Meeting held on **25 July 2024** were accepted and approved **RESOLVED 24/09/04**. The Chair signed them as a true record.
5. **Public participation-** a member of the public stated their presence was to report back to the applicant of a planning application that was on the Agenda.
6. County Councillor Martin Foley gave an update on the Highways issues which had been received. Dates and locations for prioritised repairs to highways issues in Hadstock are 11 and 12 November 2024. Walden Road, [opp Sargents Lane] 3 x Linton Road, 3 x Bartlow Road no mention of markings on Walden Road towards Saffron Walden **ACTION** Clerk to resend locations. Cllr Foley to chase 'hole in bank' issue which seems to have no further status. Cllr Foley reported that recycled tyres are being used for road repairs especially for emergency repairs.  
Press releases have been sent. Cllr Foley reported he had been able to obtain funding for Youth Clubs which has been very successful and doubled the attendance of those using these clubs. Concerns re children requiring mental health services which are improving with the help of funding to provide mental health practitioners and seeking the assistance of the local MP. In the absence of Cllr Moran an update on the Local Plan was provided and should not be affected by the change of government due to the advance stage of preparation.
7. District Councillor Moran was not in attendance and no report had been received.
8. **Action points and matters arising from previous meetings:**  
**[a]** The Clerk's report would be noted throughout but additionally reported that the Parish Forum is to be held Monday 07 October 2024. Cllrs Wells and Hannam will attend. **ACTION** Cllr Hannam will chase re wooden items for welcome bags and the Christmas tree from FDL.  
**[b]** Report from Councillors: Cllr Lockton reported that having contacted UDC there are no council houses in Hadstock re Cllr Moran's comments last meeting. Clerk to **ACTION** Bench policy to be created to cover installation of new, replacement of old and ongoing maintenance. Drain near recreation ground could be dealt with by volunteers to prevent blocking with sediment perhaps by a French drain **ACTION** Green Team via Cllr Johnson to liaise.  
Cllr Nuttall reported that the Linton Road has required attention again for the removal of vegetation, [the third time since the Spring] More Volunteers are required and a note has been placed in the Magazine also mentioning the Parish Council vacancy. A request has been received to use the Village Green for an 'event' in October. The Chair is hoping to meet to discuss further with the applicant, pointing out safety and insurance issues.

**9. To consider a consultee comment to planning applications Planning Application/s to consider a consultee comment**

[A] UTT/24/2188/TCA | Proposed crown reduction of 30% on 1 no. Walnut tree as tree currently overshadows rear garden | Ploughlands Walden Road Hadstock Cambridge CB21 4NX it was noted that this application had been approved.

[B] UTT/24/2028/ZA | Application for prior approval of a proposed: Demolition of buildings and construction of new dwellinghouses in their place | Land Adjoining The Control Tower Bowers Lane Hadstock. HPC discussed the application noting primarily that it was a modern building but that would not appear to affect the associated listed building. It was **RESOLVED 24/09/9B** that HPC would not submit a comment.

[C] UTT/24/1800/LB | Application for the retention of installation of a new window to the side elevation providing natural light into the kitchen area | Kings House Linton Road Hadstock Cambridge CB21 4NU

[D] UTT/24/1763/HHF | S73 retrospective application for the installation of a new window to the side elevation providing natural light into the kitchen area | Kings House Linton Road Hadstock Essex CB21 4NU

The two applications [C] UTT/24/1800/LB and [D] UTT/24/1763/HHF | S73 were considered together. It was noted that residents had raised concerns about the installation of a window without the necessary prior planning application associated with the Grade II listed building and these concerns were acknowledged and shared by HPC. It was felt that in conversation with residents a retrospective planning application was a disappointment and could set a precedence when residents consider their own prospective building plans and then decide not to follow planning legislation. HPC **RESOLVED 24/09/09C and 24/09/09D** that the decision would ultimately be made by the planning authority but were disappointed that the application is retrospective. It was felt that the Planning authority must decide on the action required as they see fit based on information, correspondence and knowledge available to them.

**10. To note decisions made by UDC on planning application/s –**

UTT/24/2188/TCA | Proposed crown reduction of 30% on 1 no. Walnut tree as tree currently overshadows rear garden | Ploughlands Walden Road Hadstock Cambridge CB21 4NX **APPROVED**

UTT/24/1895/TCA | Remove 1no. Ash tree to near ground level. Crown lift 1no. Ash tree to approximately 6m and reduce garden side crown of 1no. Field Maple by 2m | Symantha Cottage Bartlow Road Hadstock Essex CB21 4PF **APPROVED**

UTT/24/1344/HHF | Single storey and side and rear extensions. | Les Arbres Moules Lane Hadstock Essex CB21 4PD **APPROVED**

UTT/24/1388/HHF | Stationing of a Shepherds Hut for ancillary accommodation | Chestnut House Linton Road Hadstock Essex CB21 4NU **APPROVED**

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 **APPROVED**

**11. To receive an update on planning matters – Clerk to advise**

**12. Applications still awaiting determination and for further comment if applicable**

[A] UTT/24/1766/CLP | Proposed Certificate of Lawfulness for change of use from shop use (Use Class A (now Use Class E)) to residential (Use Class C3) to form 1 no. dwelling. | Post Office Stores Linton Road Hadstock Cambridge CB21 4NU. **HPC RESOLVED 24/09/11a** to submit a further comment as residents had raised concerns related to the plans submitted and whilst there is no issue with the change of use to a dwelling it was recognised that the resulting alterations to the building in particular rear windows and kitchen vent were at variance to the original plans and the application which states 'There are no changes to the fabric of the building'

[B] UTT/24/0994/HHF | New rear extension, front porch and roof dormer alteration. | 4 The Row Linton Road Hadstock Essex CB21 4NY. HPC noted that a further bat survey would be required but had no further comment to make

**13. It was noted that the Uttlesford District Council Local Plan Public Consultation has been extended to 14 October 2024 <https://www.uttlesford.gov.uk/article/4915/The-new-Local-Plan> Cllr Nuttall gave a brief verbal report having attended the Parish Council consultation at UDC**

**14. FINANCE 2024/2025**

[a] the bank balance being £20653.43 and reconciliation were noted and signed as confirmation by Cllr Wells. The budget monitor of accounts as at 31 August 2024/25 was also noted [ previously sent to Councillors]

[b] HPC noted the successful funding from the National Lottery for the Monkey Challenge project but has not been noted in the bank as yet.

[c] HPC noted the clerk used delegated powers to purchase some dog gloves from JRB

[d] HPC noted the successful conclusion of the external audit process

[e] HPC discussed and agreed to approve payments listed below **RESOLVED 24/09/14e**

[f] To agree and approve appropriate invoices received after Agenda - not required

Cheque	Payee	Description	Net amount	VAT	Total	
101510	EALC	Financial regulations course clerk	100.00	20.00	120.00	FUNDED
101511	Ms S A Beckett	Salary month 6	381.35		381.35	
101512	Ms S A Beckett	Salary month 5 update	81.35		81.35	
101513	JRB enterprises	Dog bags	57.80	11.56	69.36	
101514	Mr R Dolby	Sustainable Hadstock expenses	127.00	12.60	139.6	
101515	Mr J Lockton	Sustainable Hadstock expenses	-		94.68	
101516	HMRC	PAYE JULY-SEPTEMBER	214.2		214.2	

**15. Governance**

[a] it was noted that although Cllr Lockton had sent all required documentation to Barclays Bank as a signatory, nothing further has been confirmed **ACTION** Clerk to contact Barclays

[b] Parish Councillors responsibilities update - the clerk reported that list has been prepared but requires formatting

[c] **HPC RESOLVED 24/09/15c** to give delegated powers to the Clerk to purchase Poppy Wreath from RBL at a cost of 19.99 plus delivery <https://www.poppymshop.org.uk/products/medium-poppo-wreath>

[d] The Chair was nominated by HPC to be the Parish Council representative of the village on Remembrance Day 10/11/2024 [Location and times to be confirmed] **RESOLVED 24/09/15d**

[e] HPC considered membership to Uttlesford Association of Local Councils [UALC] and **RESOLVED 24/09/15e** to not proceed with membership as there had been no response to an email following a meeting which Cllr Lockton attended or to the Clerks request for further membership details which was disappointing

**16. The Sustainable Hadstock Working Group [SHWG] - Cllr Lockton had circulated a report which was discussed and welcomed. The Village Survey completed and analysed with 110 returns from around 140 households – an excellent response. The results will be presented to the Village in the near future. Over 20 households have requested home energy reviews – as many of these as possible will be carried out before the end of the year. The next SHWG monthly session will be 23 Oct. [recent report attached below and further information <https://www.hadstock.org.uk/sustainablehadstock/>**

It was noted that equipment purchased will need to be insured.

**17. Highways ~ to receive an update on highways issues, including Linton Road, discuss and resolve actions**

[a] Highways ~ Cllr Nuttall reported that with the help of Essex County Councillor Martin Foley Officers and MP Kemi Badenoch the potholes previously reported and previously repaired [badly] would appear to have been allocated for work as reported, also by Cllr Foley. Reports by residents were noted that HGVs are coming through the village and ‘honking’ their horns [reason unknown] Cllr Nuttall will send a note to logistics company.

[b] Speed watch~ Cllr Nuttall reported that sessions continue but will write to FDL imploring them to help in conjunction with their employees to reduce the speed that are being exhibited following identification of an employee speeding through the village. The 20-mph campaign may be an option to consider again. It was noted that there are parish councils who have achieved a 20mph limit **ACTION** Clerk to contact. It was noted that the positioning of the speed watch is dictated by the police.

[c] Pothole reporting update – Essex County Council Highways are trying to improve the reporting of potholes but still it is very difficult to obtain real time updates Clerk continues to try and monitor.

**18. Recreation Ground Report ~**

[a] The Monkey Challenge funding had been notified as being successful but awaiting bank statement confirmation. The date for installation is 17 October. Cllr Nuttall will review space for installation to be confirmed on the day. Terms for payment are 7 days but RFO not happy to even consider prior approval for payment until notified of [a] clearance of funds in bank and [b] to check quality of installation.

[b] The installation of monkey challenge equipment was discussed. The exact location will be determined at installation but the footprint of the piece of equipment recently removed would accommodate it. It may be better suited outside the fenced area. Cllr Nuttall to investigate and will be in attendance at installation in October. There is also the possibility of further funding for replacement of old Burma bridge which can be taken into consideration re placement.

[c] In the absence of Cllr Johnson, it was reported by Cllr Wells that following a visual check the equipment was in good order and usable

[d] The future of the large goal posts was discussed. It was **RESOLVED 24/09/18d** to keep under review noting that following the Playground Inspection report which had identified factors which resulted in them being removed for safety.

[e] The recreation ground was confirmed as being in good order and looking very good.

**19. Defibrillator** Cllr Wells reported on the recent Community CPR training event which was organised by HPC, however, only a few residents attended and no further sessions would be organised for the near future. The battery on the unit proved to be low and is an ongoing issue. This has been reported and the unit taken off line with notice given to the Ambulances service. The nearest unit will be in Linton. Information passed via Hadstock Info. Cllr Wells will put a piece in the magazine as an update and also to acknowledge the Jockey Club in Newmarket who kindly provide the use of the dummy at no charge.

**20.** HPC approved the painting of Telephone Box [approved paint] and volunteers available **ACTION** Cllrs Nuttall and Wells to oversee **RESOLVED 24/09/20**

**21. Parish Land Report & PRoW's** ~ discuss any issues reported and approve actions required specifically with budget allocation. To include

[a] in the absence of Cllr Johnson the possible removal of an identified tree on the recreation ground [ to the left of the main entrance] was discussed. Recently branches had fallen and kindly removed by a resident but the status of the tree might indicate the need for removal. **HPC RESOLVED 24/09/21a** to give delegated authority to the Clerk to arrange quotes and accept up to a value of £400.00 recognising the need for value for money but also the need for removal prior to the next meeting.

[b] HPC had received an Invitation to Apply for Free Tree Packs from the Woodland Trust following a discussion it was **RESOLVED 24/09/21b** to acknowledge the kind invitation but it was felt that they would not be immediately useable and therefore would decline the offer.

**22. Village Hall Report-** Cllr Hannam reported that the pathway has been resurfaced. A grant has been awarded for the refurbishment of the windows. The hall is being used for a variety of bookings e.g. engagement party. Difficulty in change over for cleaning and arranging the meet and greet as key holders. More volunteers needed.

**23. To note items for next agenda- throughout meeting**

**24. To note the next Meeting** will take place in the Village Hall on Thursday 31 October 2024 at **7.45pm**

**25. A public exempt not required**

**26. Chairman closed the meeting at 9.56pm**

..... **Chairman.**  
**Signed as a true record and RESOLVED to approve on 31 October 2024**

## REPORT FOLLOWING TOWN AND PARISH COUNCILS FORUM AT UDC RE NEW LOCAL PLAN.

Uttlesford District Council confirmed that, the Council having agreed to publish the new plan, consultation will now proceed until October 14<sup>th</sup> 2024. 'Public examination' (by the planning inspectorate) will then take place with implementation of the plan in 2026.

The presentation given at the briefing will be sent to all PC s and will be available on request from the Parish Clerk. Inevitably, most of the questions came from those villages/areas who were affected.

One point to mention is that the plan DOES fall within the parameters of the new Government planning proposals so it does not need to be amended.

We were given a Local Plan Pack which includes :

- 1) A set of maps of Uttlesford with each parish etc shown separately indicating where development is planned ( none for Hadstock)
- 2) The full Local Plan Regulation 19 Version
- 3) Local Plan appendices
- 4) Appendix 2-4 Site Development Templates
- 5) Local plan - a short guide
- 6) A 'flyer' highlighting that consultation is now open and that drop in exhibitions are being held This has been put on the village notice board.

## SUSTAINABLE HADSTOCK REPORT

Report: September

Overall progress: on plan

Issues: none. Finances: progressing against budget.

Activities in August & Sept.: the Village Survey completed and analysed; Habitat Mapping completed

- Main activity has been to collect and analyse the Survey
    - o 110 returns from around 140 households – an excellent response
    - o Jonathan Hutchinson has compiled all the returns; and Brendan Burchell has written a review for the Hadstock Magazine (Oct issue)
    - o A session was held to discuss the results and their implications
    - o The review and the 'scores on the doors' are to be put on the SH website
  - Events & Talks have started – topics are based on the Survey feedback
    - o The first is at the end of September – on the Survey and with a Home Energy Champion (Adrian) to answer questions
    - o Talks for October, November and December arranged
  - Home Energy / EPC Reviews and thermal imaging
    - o Over 20 households have requested home energy reviews – as many of these as possible will be carried out before the end of the year
    - o The thermal imaging camera has been purchased – to be leant out from November
  - On Biodiversity
    - o The habitat maps are complete and we are now using a recognised UKHab tool with further analysis by Richard Dolby to give a view of our biodiversity level – and give us focus for next steps
    - o We are requesting chats with local farmers for their views on biodiversity
    - o Our first butterfly survey was completed
  - SHWG monthly sessions (21 August; 18 Sept).
- Activities in October: setting up the Home Energy/EPC reviews and thermal imaging process
- Events & Talks: October 25th talk on thermal imaging (Dr Chris Dodge)
  - Home Energy / EPC Reviews
    - o The first reviews will be completed and others arranged for Nov. / Dec.
  - On Biodiversity: continue our biodiversity analysis and discussions
  - SHWG monthly session (23 Oct).

**Councillor John Lockton**