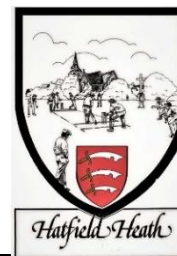


Hatfield Heath Parish Council

Chairman: Cllr Mark Bissell

Parish Clerk: Richard Bowran BSc (Hons) PSLCC

Contact: parishclerk@hatfieldheath.com



To: Members of Hatfield Heath Parish Council
Cllrs Bissell, Breavington, Brown, Champion, Lemon, King, Overton, Robley, Saban

ANNUAL MEETING OF THE PARISH COUNCIL

You are hereby summoned to attend a Meeting of the Parish Council to be held in the URC Hall, Hatfield Heath at **7.30pm** on **Wednesday 04 May 2022** to transact the business set out in the agenda below.

Parish Clerk
27 April 2021

AGENDA

Welcome by the Chairman

22/01 	ELECTION OF CHAIRMAN To elect a chairman of the council for the civic year 2022/23. Chairman to sign the Declaration of Acceptance of Office.
22/02 	ELECTION OF VICE-CHAIRMAN To elect a vice-chairman of the council for the civic year 2022/23.
22/03	APOLOGIES FOR ABSENCE To receive any apologies for absence
22/04	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members. Members are reminded to advise the Clerk of any changes in their Declarations since last made.
22/05	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
22/06 	MINUTES OF MEETING To approve the minutes of the meeting of 06 April 2022 To discuss any matters arising from the minutes not included elsewhere on the agenda.
22/07 	PLANNING COMMITTEE To note the draft minutes of the Planning Committee held on 25 April 2022.

22/08	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors.
22/09   	COMMITTEE STRUCTURE & MEMBERSHIP To agree a committee structure for the year 2022/23 and to appoint members to committees. To appoint members as Champions and Representatives for areas of Council responsibility. <i>[committee membership for 2021/22 attached]</i>
22/10  	CALENDAR OF MEETINGS To consider and approve the proposed calendar of meetings for the civic year 2022/23
22/11  	FINANCIAL REPORT Budget report. To note budget report to 26 May 2021 Approval of Expenditure. To note items of expenditure in May 2021 as approved by the Finance committee .
22/12 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received.
22/13 	KEY TASK MONITOR To review and update the Key Task Monitor.
22/14	HIGHWAYS MATTERS To consider any matters relating to Highways
22/15	PARKING MANAGEMENT AND CAR PARKS To consider any matters relating to parking management and village car parks.
22/16	ALLOTMENT REPORT To receive and note a report on the Allotments.
22/17	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground. To advise notice of annual RoSPA report
22/18	VILLAGE GREEN To consider any matters relating to maintenance and risk management of the village green
22/19	NEIGHBOURHOOD PLAN To consider any matters relating to the proposed Neighbourhood Plan and a briefing from a Uttlesford DC officer at the Annual Parish Meeting.
22/20	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members.

22/21	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
22/22	DATE OF NEXT MEETINGS • The next scheduled meeting of the Council will be on Wednesday 01 June 2022 • The next meeting of the Planning Committee will be at 6pm on Tuesday 24 May 2022 • The Annual Parish Meeting will be held at 7pm on Tuesday 24 May 2022

Symbols:  : paper attached  : vote required

Members of the Public and Press are welcome to attend and observe meetings of the Council but may only speak during the item for public participation