

0020HATFIELD HEATH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at URC Hall, Hatfield Heath at 19:30 on Wednesday 01 June 2022

Present:

Cllr M Bissell (MB) Chairman
Cllr R Breavington (RB)
Cllr P Brown (PB)

Cllr N Champion (NC)
Cllr S King (SK)

Cllr M Lemon (ML)
Cllr S Saban (SS)

In attendance: R Bowran – Parish Clerk

8 members of the public

Welcome by the Chairman

22/23	APOLOGIES FOR ABSENCE Received and accepted from Cllr Robley – on holiday and Cllr Overton - unwell
22/24	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members.
22/25	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council All eight members of the public commented on the planning application UTT/22/1261/FUL submitted by Pelham Structures for a development off Mill Lane, the PoW camp site. <i>An extension of the deadline for responses has been granted to 08 July. In the meantime, the application will be considered by the planning committee on 27 June and a presentation is being made by Pelham Structures at the council meeting on 06 July.</i> Similarly, A Member of the Public pointed out the inconsistency of the LPA's decisions relating to Hatfield Haven which will make the traffic situation in Mill Lane even worse. A Member of the Public pointed out that current traffic in Mill Lane had caused damage to fences because of the restrictive access. A Member of the Public asked about the display of the United States flag that had been presented at the unveiling of the new Memoria. <i>Agreed that once a quotation had been received the parish council would propose to fund such a display.</i>
22/26	MINUTES OF MEETING Resolved: To approve the minutes of the Annual Meeting of the council held on 04 May 2022 (M01)

Minutes are subject to approval at the Parish Council meeting on 06 July 2022.

22/27	PLANNING COMMITTEE Noted: To note the draft minutes of the Planning Committee held on 24 May 2022. (P02)
22/28	ANNUAL PARISH MEETING Clerk reported on the Annual Parish Meeting held on 24 May which included presentations from PCSO Mile O'Donnell-Smith and Michelle Gardiner of RCCE on Neighbourhood Plans; and reported on questions raised at that meeting. See item 22/33.
22/29	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cty Cllr Barker (<i>in absentia</i>) had nothing to report, except for a request for a report of potholes to be addressed by Essex Highways. • Dist Cllr Lemon had nothing new to report.
22/30	FINANCIAL REPORT 1. Approval of Expenditure. Noted: To note items of expenditure in May 2022 as approved by the Finance committee 2. Internal Auditor Resolved: To approve the appointment of Derek Farr as internal auditor to the council for the year 2022/23. <i>{all agreed}</i>
22/31	AGAR 2021/22 The internal auditor having completed his year-end visit and reviewed the Annual Governance and Accountability Return (AGAR): 1. Resolved: To resolve to approve the Annual Governance Statement 2021/22. <i>[prop Cllr Lemon; secd Cllr Bissell; all in favour]</i> 2. Resolved: To resolve to approve the Accounting Statements 2021/22: <i>[prop Cllr Breavington; secd Cllr Saban; all in favour]</i> Clerk was thanked for having completed this exercise in a timely and efficient manner.
22/32	CLERK'S REPORT & CORRESPONDENCE Received and Noted: The Clerk's report, in addition he noted: • Writing the surgery Practice Manager, Peter Eldon, asking for a meeting to discuss the way forward to improve services. • Compliments had been received about the excellent state of the Village Green in preparation for the Jubilee weekend. • Noted that the council had been contacted about an outstanding insurance claim dating back to January 2019 about an injury at the playground.
22/33	KEY TASK MONITOR Noted: The updated Key Task Monitor.

Minutes are subject to approval at the Parish Council meeting on 06 July 2022.

22/34	HIGHWAYS MATTERS To consider any matters relating to Highways • County Cllr Barker had asked for suitable pothole candidates to be identified so she can remit them to Essex Highways. • Noted that some kerbstones in Broomfields had become displaced.
22/35	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. • A CCTV camera had now been acquired to monitor traffic patterns and arrangements were made for its installation • Noted that there was a dark blue Volvo in the car park which appeared to have been abandoned. The car is untaxed and has no MoT certificate.
22/36	ALLOTMENT REPORT To receive and note a report on the Allotments. • In particular the recurring rabbit problem was raised. RB to seek quotations from Rodect. Comments made that if the council were to pay for this there were plenty of other parishioners who would want the same support. SK will check again on the integrity of the fences.
22/37	PLAYGROUND To consider any matters relating to the playground. • RoSPA annual inspection report had been received and was passed to SK for review and comment on work needed.
22/38	VILLAGE GREEN To consider any matters relating to the village green. In particular it was noted that: • Shrubs around the War Memorial had been uprooted and vandalised. All encouraged to report issues to the police so that they can add to their database. • The concrete plinth around the War Memorial had deteriorated and was crumbling at the edges. SS to seek advice and quotation for repair. • Christmas Tree. Quotes for the installation of a permanent Christmas tree were being sought by SS. This is not the right time of year to instal one however.
22/39	NEIGHBOURHOOD PLAN To consider the proposed Neighbourhood Plan following the briefing from a representative of RCCE at the Annual Parish Meeting. Members confirmed resolution to proceed. Start-up meeting to be arranged inviting all interested parties to attend and to arrange a Steering Committee.
22/40	REPORTS FROM MEMBERS ON MEETINGS ATTENDED There were no other reports from members.
22/41	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. • Report on meeting with Practice Manager of Eden Surgery to understand pathway for improvements.

Minutes are subject to approval at the Parish Council meeting on 06 July 2022.

	• Presentation by Pelham Structures regarding planning application UTT/22/1621?FUL, the proposed development of the PoW camp site off Mill Lane.
22/42	DATE OF NEXT MEETINGS • The next scheduled meeting of the Council will be on Weds 06 July 2022 • The next meeting of the Planning Cttee will be on 27 June 2022

Meeting ended at 21:00.

Minutes are subject to approval at the Parish Council meeting on 06 July 2022.