

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

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 **19:30 on Wednesday 05 April 2023** to transact the business set out in the agenda below.

Parish Clerk
30 March 2023

AGENDA

Welcome by the Chairman

22/229	APOLOGIES FOR ABSENCE To receive any apologies for absence
22/230	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members.
22/231	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
22/232 	MINUTES OF MEETING To approve the minutes of the meeting of 01 March 2023 (M11) To discuss any matters arising from the minutes not included elsewhere on the agenda.
22/233 	PLANNING COMMITTEE To note the minutes of the Planning Cttee held on 27 March 2023 (P11)
22/234	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors.
22/235 	FINANCIAL REPORT 1.Approval of Expenditure. To note items of expenditure in March 2023 as approved by the Finance committee

	2. Management Accounts. To note Management Accounts for the twelve months to 31 March 2023.
22/236 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received. • Coronation celebrations • Elections on 04 May 2023 • Invitation from Hatfield Broad Oak PC to contribute £5k to employ a youth worker.
22/237	KEY TASK MONITOR & PARISH FORUM To review and update the Key Task Monitor with actions from Forum meeting held on 18 March.
22/238	HIGHWAYS MATTERS To consider matters relating to Highways. • Report on meetings attended on 07 March and 28 March with Cllr Lee Scott, ECC Cabinet member for Highways
22/239	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. • Installation of height barrier lock
22/240	ALLOTMENT REPORT To receive and note a report on the Allotments.
22/241	PLAYGROUND To consider any matters relating to the playground. • New entrance gate. • Annual RoSPA inspection
22/242	VILLAGE GREEN To consider any matters relating to the village green • Grass cutting contract • Tree maintenance
22/243	VILLAGE AMENITIES To consider matters related to other village amenities • Defibrillator
22/244	WILDLIFE AREA To discuss the future of the wildlife area. Contact made with EECOS consultants who reported in 2009. Quote received for £1,275 to visit and advise on future upkeep and maintenance.
22/245	FESTIVAL To note that the Hatfield Heath Festival date has been set as 25 June 2023.
22/246	NEIGHBOURHOOD WATCH To receive a report from the Neighbourhood Watch Scheme.

22/247	NEIGHBOURHOOD PLAN Progress on the pathway to producing the proposed Neighbourhood Plan. Claim in progress to UDC for expenditure incurred on leaflet publication. Initial analysis of responses to questionnaire seeking priorities for village. Report by NR on initial meeting held on 31 March.
22/248	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members
22/249	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
22/250	DATE OF NEXT MEETING The next scheduled meeting of the Council will be at 19:30 on Weds 10 May 2023

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

HATFIELD HEATH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at URC Hall, Hatfield Heath at 19:30 on Wednesday 01 March 2023

Present:

Cllr M Bissell (MB) - chair	Cllr P Brown (PB)	Cllr R Breavington (RB)
Cllr N Champion (NC)	Cllr M Lemon (ML)	Cllr S Saban (SS)
Cllr S King (SK)		
In attendance:	R Bowran – Parish Clerk	1 member of the public

Welcome by the Chairman

22/208	APOLOGIES FOR ABSENCE Received from Cllr Robley – personal commitment and Cllr Overton – unwell.
22/209	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members.
22/210	PUBLIC PARTICIPATION There were no questions from members of the public on matters within the remit of the Parish Council
22/211	MINUTES OF MEETING <i>Resolved:</i> To approve the minutes of the meeting of 01 February 2023 (M10)
22/212	PLANNING COMMITTEE To receive the notes of the Planning Cttee scheduled for 20 Feb 2023 (P10) To note that Cllr King wishes to step down from this committee due to work commitments, and to appoint a Member to the committee. <i>Resolved:</i> To appoint Cllr Saban to the planning committee. <i>[prop Cllr Breavington; secd Cllr Lemon; all in favour]</i> Clerk noted arrangements for speaking at the UDC Planning Committee on 08 March in relation to the planning application at Greenways, Mill Lane.
22/213	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. Dist. Cllr Lemon reported that UDC accounts has not been signed off by auditors for 3 years, but that a balanced budget for 2023-24 had been achieved by drawing on reserves. Director of Planning had given the opinion that UDC would come out of Special Measures within about a year. New consultants appointed to lead the Local Plan, should be in place by 2024-25. Some stagnation due to the upcoming local elections.
22/214	FINANCIAL REPORT 1. <i>Noted:</i> Items of expenditure in February 2023 as approved by the Finance committee 2. <i>Noted:</i> Management Accounts for the eleven months to 24 February 2023.

	3. Noted: That the interim internal audit report has been sent to and reviewed by the finance committee.
22/215	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received. • Community Payback scheme possible if a specific project can be identified. • Coronation celebrations. Agreed to investigate a celebratory memento for the children at the Primary School, the Pre-school and the Nursey. Agreed for Clerk to apply for UDC grant. SS reported that a contribution had been promised by the CO-OP. SS to establish numbers and advise Clerk. • Elections on 04 May 2023. Clerk to communicate election material, and prepare advertisement for village social media.
22/216	KEY TASK MONITOR & PARISH FORUM To review and update the Key Task Monitor with actions from Forum meeting held on 11 February. • Footpaths maintenance. • Village sign maintenance. RB mentioned Mens Shed who might be able to help. • Overhanging trees on Dunmow Road • Possible unauthorised building at Lea Hall • Ongoing flooding issue on Dunmow Road near Lea Hall
22/217	HIGHWAYS MATTERS To consider matters relating to Highways. • Maintenance of hedges. Essex Highways appear to have dealt with the issues. • VAR signs. Confirmed they are on order. • Replacement of missing bollards • Need for installation of signs warning of deer movements. "Teams" meeting with Cllr Lee Scott now rearranged for 07 March.
22/218	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. • Installation of height barrier lock. Resolved: To accept the quotation from Kings of Essex in the sum of £420 to install a height barrier lock. <i>[prop Cllr Bissell; secd Cllr Champion; all in favour]</i> Clerk reported consulting with TeesLaw over possible actions that can be taken to challenge Footway parking. Best option is to encourage people to reporting incidences to 101 to build up their database.
22/219	ALLOTMENT REPORT To receive a report on the Allotments. RB said there was nothing to report apart for rent collection scheduled for 12 March.
22/220	PLAYGROUND To consider any matters relating to the playground. • New entrance gate. SK said quotes were excessive and would make further enquiries.

22/221	VILLAGE GREEN To consider any matters relating to the village green • Action on Pond clearance • Tenders for grass cutting contract • ML reported that grass is getting long, Clerk needs to contact contractor. • Accident reported of a collision with a bollard. They are hard to see and need luminous banding.
22/222	VILLAGE AMENITIES To consider matters related to other village amenities • Defibrillator. Now on order from London Hearts charity. • Noted that one of the litter pickers was leaving the area and would be finishing at the end of March. NR currently investigating possible replacement.
22/223	WILDLIFE AREA To discuss the future of the wildlife area. Contact made with EECOS consultants who reported in 2009. Currently being slow to respond. Concern expressed of costs involved and diverse opinions in village as to whether it is wanted.
22/224	NEIGHBOURHOOD WATCH To receive a report on the reconstitution of the Neighbourhood Watch Scheme. Co-ordinator to be asked to report progress to the council.
22/225	NEIGHBOURHOOD PLAN Progress on the pathway to producing the proposed Neighbourhood Plan. Claim in progress to UDC for expenditure incurred on leaflet publication. Initial analysis of responses to questionnaire seeking priorities for village and participants for preparing the plan.
22/226	REPORTS FROM MEMBERS ON MEETINGS ATTENDED There were no additional reports from members
22/227	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. • Festival date set for 25 June 2023.
22/228	DATE OF NEXT MEETING The next scheduled meeting of the Council will be at 19:30 on Weds 05 April 2023

Meeting ended at 20:20

HATFIELD HEATH PARISH COUNCIL

Minutes of the Planning Committee Meeting held at 15:15 on Monday 23 January 2023 in the URC Hall

Present:

Cllr N Champion (NC)

Cllr N Robley (NR) chair

Cllr M Bissell

Cllr S Saban (SS)

2 members of public

In attendance: R Bowran – parish clerk

P 22/82	APOLOGIES FOR ABSENCE To receive any apologies for absence
P 22/83	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members
P 22/84	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Planning Committee.
P 22/85	MINUTES <i>Resolved:</i> To agree the minutes of the Planning Committee meeting held on 23 January 2023 (P09) <i>Resolved:</i> To note the minutes of the Planning Committee meeting scheduled for 20 February 2023 (P10)
P 22/86	PLANNING MATTERS APPLICATIONS RECEIVED FOR CONSIDERATION Stand-alone modular classroom building. Hatfield Heath Community Primary School The Heath Hatfield Heath CM22 7EA Ref. No: UTT/23/0536/FUL HHPC Comment: No planning objection. Noted however concern by neighbours about adjacency to the boundary of the school. Proposed demolition of existing barn and replacement with 2 no. dwellings (alternative scheme to that approved under planning permission UTT/20/2416/FUL) Barn At Peggerells Farm Sheering Road Hatfield Heath Bishops Stortford CM22 7LJ Ref. No: UTT/23/0518/FUL HHPC Comment: Objection. This is a new application which will require a change of use from Agricultural to Residential. Footprint of proposal is larger than the existing barn.

DECISIONS MADE BY THE LPA FOR NOTING

1no sycamore – fell

Holy Trinity Church Stortford Road Hatfield Heath Bishops
Stortford CM22 7EA

Ref. No: UTT/23/O228/TPO | Status: Approved

Demolition of existing garage/outbuilding and replacement with
proposed garage/outbuilding

Mayfield Dunmow Road Hatfield Heath Essex CM22 7EE

Ref. No: UTT/23/O201/HHF | Status: Approved

Site redevelopment involving demolition of buildings (in B8 and
ancillary Use) and erection of storage, packing, distribution and
ancillary buildings (B8 Use). Erection of 1 no. dwelling with
residential garden and related change of use of land. All related
works, landscaping and infrastructure

Camp Poultry Farm Mill Lane Hatfield Heath Bishops Stortford
CM22 7AA

Ref. No: UTT/22/1947/FUL | Status: Withdrawn

Details of appearance, landscaping, layout and scale
Heritage Cottage, Friars Lane Hatfield Heath CM22 7BE
Ref No UTT/22/2069/DFO | Status: Approved.

Certificate of Lawfulness

Caravan behind slaughter house, Heath View, Pond Lane, The
Heath, Hatfield Heath

Ref No UTT/22/2504/CLE | Status: Approved

PLANNING APPEALS

None received

ENFORCEMENT ISSUES

None received.

P 22/87

MAJOR APPLICATIONS

Pelham Structures planning application UTT/22/1261/FUL for the site in Mill Lane. A date for the consideration of this application has not yet been published, but was understood from UDC likely to be on Wednesday 08 March, however we were subsequently notified that it would not appear on the March list.

Greenways planning application UTT/22/1947/FUL for the other site in Mill Lane. This was due to be considered by UDC on 08 March, but the application was withdrawn on 03 March. A new date for the consideration of this application has not yet been published, it is not yet sure if this will be considered at the same meeting as the above application.

P 22/88	NEIGHBOURHOOD PLAN A preliminary leaflet and questionnaire for the Neighbourhood Plan has been republished in the village magazine and is being analysed. Preliminary analysis has been carried out and a meeting of interested parties has been arranged for 31 March 2023.
P 22/89	THREE PARISHES LOCAL PLANNING GROUP / TPLPG There have been no further meetings of the Group
P 22/90	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
P 22/91	DATE OF NEXT MEETING The next scheduled meeting is to be on Monday 24 April 2023.

Meeting ended at 16:05

Invoices for Authorisation to 31 March 2023

Date	Paid to	Description	Pay method	Gross	VAT	Net	vchr	Notes
28/02/2023	Techwyse	Laptop enabling transaction	on-line	1,388.38	231.40	1,156.98	178	see R113
01/03/2023	Heath Computers	Web support	on-line	66.00	11.00	55.00	179	
10/03/2023	London Hearts	Defibrillator	on-line	1,251.00	-	1,251.00	180	
11/03/2023	R Bowran	Zoom Annual Subscription	on-line	143.88	23.98	119.90	181	
13/03/2023	R Bowran	McAfee Annual Subscription	on-line	64.99	-	64.99	182	
13/03/2023	R Bowran	Postage Stamps	on-line	44.39	-	44.39	183	at old rate !
27/03/2023	R Bowran	Expenses for March 2023	on-line	114.60	-	114.60	184	inv 2213
27/03/2023	HMRC	Tax & NI	on-line	317.87	-	317.87	185	
27/03/2023	Ken Morris	March salary	on-line	120.99	-	120.99	186	
27/03/2023	John Jackson	March salary	on-line	96.79	-	96.79	187	
27/03/2023	John Sykes	March salary	on-line	193.57	-	193.57	188	
27/03/2023	R Bowran	March salary	on-line	828.32	-	828.32	189	
27/03/2023	Janice Page	March salary	on-line	120.99	-	120.99	190	
31/03/2023	Unity Trust Bank	Quarterly Bank Charges	on-line	18.00	-	18.00	191	

Total

4,769.77 266.38 4,503.39

Cash receipts

Date	From	Description	Amount	vchr
29/03/2023	R Bowran	Reimbursement for purchase of PC	£1,156.98	R13

Total

£1,156.98

Balance at Bank (after these transactions)

£42,540.88

Hatfield Heath Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

Administration

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9 Bank charges				80.00	72.00	8.00	8.00 (100%)
10 Car Mileage				400.00		400.00	400.00 (100%)
11 Members expenses				100.00		100.00	100.00 (100%)
16 Data Registration				40.00		40.00	40.00 (100%)
17 EALC Subscription				550.00	492.73	57.27	57.27 (10%)
18 SLCC Subscription				100.00		100.00	100.00 (100%)
24 Insurance				1,450.00	2,548.71	-1,098.71	-1,098.71 (-75%)
25 Elections				250.00		250.00	250.00 (100%)
26 Printing Postage Stationery				100.00	134.53	-34.53	-34.53 (-34%)
28 Training				400.00		400.00	400.00 (100%)
29 Office Provision					702.80	-702.80	-702.80 (N/A)
48 Other Subscriptions					922.99	-922.99	-922.99 (N/A)
55 Hall Hire				450.00	749.07	-299.07	-299.07 (-66%)
62 Misc Expenses					95.00	-95.00	-95.00 (N/A)
65 Admin/Finance Support							
SUB TOTAL				3,920.00	5,717.83	-1,797.83	-1,797.83 (-45%)

Allotments

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
6 Rents	430.00	440.00	10.00				10.00 (2%)
8 Repairs & Maintenance					255.00	-255.00	-255.00 (N/A)
54 Grass Cutting Allotment				230.00		230.00	230.00 (100%)
60 Pest Control				200.00	200.00		0%
SUB TOTAL	430.00	440.00	10.00	430.00	455.00	-25.00	-15.00 (-1%)

Amenities

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
34 Street Furniture		531.81	531.81	2,500.00	531.81	1,968.19	2,500.00 (100%)
40 Grants				3,500.00	4,586.67	-1,086.67	-1,086.67 (-31%)
41 Wildlife Area				500.00	400.00	100.00	100.00 (20%)
42 Green Waste Skips				2,500.00		2,500.00	2,500.00 (100%)
44 Wildlife Project				1,500.00		1,500.00	1,500.00 (100%)
45 War Memorial				300.00		300.00	300.00 (100%)
84 Defibrillator		700.00	700.00		1,251.00	-1,251.00	-551.00 (N/A)
SUB TOTAL		1,231.81	1,231.81	10,800.00	6,769.48	4,030.52	5,262.33 (48%)

Audit

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4 Internal Audit				280.00	70.00	210.00	210.00 (75%)

Hatfield Heath Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

30 March 2023 (2022-2023)

5 External Audit		200.00	300.00	-100.00	-100.00 (-50%)
SUB TOTAL		480.00	370.00	110.00	110.00 (22%)

Car Parks

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21	Village car park incl CCTV				1,200.00	268.11	931.89	931.89 (77%)
22	Church car park							(N/A)
SUB TOTAL					1,200.00	268.11	931.89	931.89 (77%)

Events

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Community Events				300.00		300.00	300.00 (100%)
30	Annual Parish Meeting				100.00		100.00	100.00 (100%)
33	Christmas Tree				500.00		500.00	500.00 (100%)
35	Fairs	1,850.00	1,906.03	56.03		1,055.43	-1,055.43	-999.40 (-54%)
SUB TOTAL		1,850.00	1,906.03	56.03	900.00	1,055.43	-155.43	-99.40 (-3%)

Highways

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
19	Repairs and Maintenance				100.00		100.00	100.00 (100%)
20	Vehicle Activated Sign				100.00		100.00	100.00 (100%)
50	Consultancy							(N/A)
SUB TOTAL					200.00		200.00	200.00 (100%)

Information Technology

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2	Web-site				700.00	712.87	-12.87	-12.87 (-1%)
31	IT Repairs and Software				50.00	150.98	-100.98	-100.98 (-201%)
32	IT Equipment		1,156.98	1,156.98	50.00	2,897.26	-2,847.26	-1,690.28 (-3380%)
53	Zoom Subscriptions							(N/A)
78	Web-site Rebuild				2,000.00	959.98	1,040.02	1,040.02 (52%)
SUB TOTAL			1,156.98	1,156.98	2,800.00	4,721.09	-1,921.09	-764.11 (-27%)

Litter Picking

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38	Litter Picking PPE					172.48	-172.48	-172.48 (N/A)

Hatfield Heath Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

30 March 2023 (2022-2023)

SUB TOTAL				172.48	-172.48	-172.48 (N/A)
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Neighbourhood Plan

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
79	NP Consultants				2,000.00		2,000.00	2,000.00 (100%)
80	Publicity & Meetings				2,000.00		2,000.00	2,000.00 (100%)
81	Printing				1,000.00	768.00	232.00	232.00 (23%)
82	UDC Support	5,000.00		-5,000.00				-5,000.00 (-100%)
SUB TOTAL		5,000.00		-5,000.00	5,000.00	768.00	4,232.00	-768.00 (-7%)

Other Amenities

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
49	Leaflet Printing							(N/A)
61	Repairs & Maintenance					75.00	-75.00	-75.00 (N/A)
63	Tree Works					300.00	-300.00	-300.00 (N/A)
64	Poppy Appeal							(N/A)
66	Cricket Club grass							(N/A)
86	Holy Trinity church grass							(N/A)
87	United Reform Church grass							(N/A)
88	Christmas Tree					983.33	-983.33	-983.33 (N/A)
SUB TOTAL					1,358.33	-1,358.33		-1,358.33 (N/A)

Other Expenditure

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
69	V.A.T. Expenditure							(N/A)
SUB TOTAL								(N/A)

Other Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70	V.A.T. Income		8,852.43	8,852.43				8,852.43 (N/A)
SUB TOTAL			8,852.43	8,852.43				8,852.43 (N/A)

Playgrounds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Repairs & Maintenance				1,000.00	91.00	909.00	909.00 (90%)
46	Play Area				1,000.00		1,000.00	1,000.00 (100%)

Hatfield Heath Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

30 March 2023 (2022-2023)

SUB TOTAL				2,000.00	91.00	1,909.00	1,909.00 (95%)
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Policing

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
39	Community Policing				2,000.00		2,000.00	2,000.00 (100%)
SUB TOTAL					2,000.00		2,000.00	2,000.00 (100%)

Precept

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3	Precept	42,145.00	42,145.00					(0%)
SUB TOTAL		42,145.00	42,145.00					(0%)

s137

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
12	Remembrance Wreath				50.00	50.00		(0%)
59	Poppy Appeal							(N/A)
SUB TOTAL					50.00	50.00		(0%)

Salaries

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Current Staff				10,800.00	10,869.12	-69.12	-69.12 (-0%)
7	Locum Clerk/RFO							(N/A)
47	Prior Staff							(N/A)
51	HMRC					3,535.00	-3,535.00	-3,535.00 (N/A)
52	Litter Pickers				5,000.00	6,552.56	-1,552.56	-1,552.56 (-31%)
SUB TOTAL					15,800.00	20,956.68	-5,156.68	-5,156.68 (-32%)

TPLPG

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
71	Consultants				2,000.00	132.00	1,868.00	1,868.00 (93%)
72	Hatfield Broad Oak pc							(N/A)
73	Great Hallingbury pc		557.80	557.80				557.80 (N/A)
74	Little Hallingbury pc		57.80	57.80				57.80 (N/A)
83	Secretariat				1,000.00		1,000.00	1,000.00 (100%)

Memorandum from the Clerk

To: All Councillors

Subject: Clerk's Report – March 2023

Date: 31 March 2023

Summary of main items of activity:

- Prepared agendas and minutes for meetings (council and planning)
- Carried out normal monthly administration tasks
- On 07 March and 28 March attended Teams meetings with Cllr Lee Scot of ECC Highways.
- On 28 March attended a Teams meeting with the Planning team at UDC to receive updates.
- Ordered Defibrillator and delivered to NR for installation.
- Ordered 350 x Coronation Mugs

Current Actions

- No further contact with Hastoe Housing on consulting with HHPC.
- Contact made with EECOS re: Wildlife Area, only and interim response received. Quotation of £1,275 received for visit and advice.
- Extension of grass cutting contract given to P May.
- Collected and sense checked election nomination papers, for hand delivery to UDC on 03 April.
- Corresponded with Bidwells re: issues on The Heath