

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 Allen, Bissell, 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 **7.30pm on Wednesday 06 September 2023** to transact the business set out in the agenda below.

Handwritten signature of Richard Bowran in black ink.

Parish Clerk
01 September 2023

AGENDA

Welcome by the Chairman

23/79	APOLOGIES FOR ABSENCE To receive any apologies for absence
23/80	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members.
23/81	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
23/82 	MINUTES OF MEETING To approve the minutes of the Meeting of the Parish Council held on 02 August 2023 (M04) To discuss any matters arising from the minutes not included elsewhere on the agenda.
23/83 	PLANNING COMMITTEE To note the draft minutes of the Planning Committee to be held on 21 August 2023. (P04). To note response to Viability Assessment by consultants acting for UDC Local Plan.

23/84	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cty Cllr Susan Barker • Dist Cllr Mark Lemon
23/85  	FINANCIAL REPORT Approval of Expenditure. To note items of expenditure in August 2023 as approved by the Finance committee Management Accounts To note management accounts for the five months to August 2023.
23/86 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received.
23/87	KEY TASK MONITOR The Key Task Monitor has been revised and simplified to create a better working document. • Report from Forum held on 12 August.
23/88	HIGHWAYS MATTERS To consider any matters relating to Highways • Pot holes and resurfacing – White Horse area • Traffic management data collection – speed cameras
23/89	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. • Coverage by CCTV has been installed • North Essex Parking Partnership
23/90	PLAYGROUND To consider any matters relating to the playground. • Urgent repairs and maintenance
23/91	VILLAGE GREEN To consider any matters relating to the village green • Tree survey by Lord of the Manor awaited • Additional litter bin at Co-op • Footpaths survey • NR and Clerk to review cutting regime with present contractors
23/92 	NEIGHBOURHOOD PLAN To receive a report on the meeting of the Steering Committee held on 31 August. To consider a request from the Local History Society for “bridging” funding of £250 for the printing of the “Then and Now” booklet. This sum to be recovered from UDC as a Neighbourhood Plan expense.
23/93	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members.

23/94	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
23/95	DATE OF NEXT MEETINGS The next meeting of the Council will be on Wednesday 04 October 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

The meeting is being recorded by the Clerk for the purposes of minute taking.

HATFIELD HEATH PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at URC Hall, Hatfield Heath at 19:30 on Wednesday 02 August 2023

Present:

Cllr M Bissell (MB)	Cllr S King (SK)	Cllr C Overton (CO)
Cllr P Brown (PB)	Cllr M Lemon (ML)	Cllr S Saban (SS)
Cllr N Robley (NR)	Cllr H Allen (HA)	Cllr N Champion (NC)
15 members of the public	In attendance:	R Bowran – Parish Clerk

Welcome by the Chairman

23/61	PRESENTATION BY HASTOE HOUSING Received a presentation by Eddie Bacon of Hastoe Developments on the housing to be built at Cox Ley. Questions from those present about their concerns. These included: • Interaction with the football pitch and parking provision • Interaction with children • Access to site through Broomfields – narrow roads • Has there been liaison with Essex Highways? ○ Has there been a traffic count especially at “rush” hours? • Separation from existing housing • Keeping roads clean • Entrance and exit changes from the site • Has an archaeological survey been conducted? • Estimate of the volume of lorries attending site • Has the question of dealing with sewage been addressed? Most of these questions could not be answered specifically but were noted. Detailed responses will be given on a return visit once a main contractor has been appointed.
23/62	APOLOGIES FOR ABSENCE There were no apologies for absence
23/63	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members.
23/64	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council A member of the public asked what happens after the Hastoe scheme has been finished. <i>NR commented that is what the Neighbourhood Plan was setting out to develop.</i> A member of the public asked about clearance of overgrown footways especially by Broomfield and Sheering Road. <i>Parish council continues to press UDC and Essex Highways for action.</i>

Minutes are subject to approval at the Parish Council meeting on 06 September 2023.

	A member of the public commented that Essex Highways has made an excellent job of the repairs to Stortford Road near Thatchers and Chelmsford Road outside the village institute. A member of the public asked why the proposed round-a-bout at the junction with Dunmow Road had not been constructed. <i>NR explained that it was a long process of working with Essex Highways to get the project on programme. Multiple approaches had been made over the last two years.</i> A member of the public asked what was happening to the wildlife area. <i>Clerk responded that an order had been place with EECOS, who did the original consultation, and we were waiting for a start date.</i> A member of the public asked what was the progress on obtaining and Article 4 Directive relating to the Mill Lane sites. Further contact had been made by the History Society with the CEO of UDC and were waiting for a response.
3/65	MINUTES OF MEETING Resolved: To approve the minutes of the Meeting of the Parish Council held on 05 July 2023 (M03) To discuss any matters arising from the minutes not included elsewhere on the agenda.
23/66	PLANNING COMMITTEE To note the draft minutes of the Planning Committee held on 24 July 2023 (P03), the main points were: Extension and alterations to the north facade and a first-floor side extension, with associated fenestration alterations and other associated works. St Clouds Matching Road Hatfield Heath Essex CM22 7AR Ref. No: UTT/23/1735/HHF HHPC Comment: No Objection Proposed all weather surfacing of existing grass farm track Friars Farm Friars Lane Hatfield Heath Essex CM22 7AP Ref. No: UTT/23/1707/AG HHPC Comment: No Objection Construction of new and replacement agricultural machinery storage buildings Friars Farm Friars Lane Hatfield Heath Essex CM22 7AP Ref. No: UTT/23/1706/AG HHPC Comment: No Objection 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 house with residential garden and related change of use of land. All related works, landscaping and infrastructure. Camp Poultry Farm Mill Lane Hatfield Heath CM22 7AA Ref. No: UTT/23/1688/FUL HHPC Comment: Objection. The full response is appended to these minutes. Change of use from Paddock to residential and construction of 1 no. residential dwelling with garage together with associated landscaping works Land Off Sheering Road Sheering Road Hatfield Heath

	Ref No: UTT/23/1737/FUL HHPC Comment: Objection. The land is within the MGB and outside of the village envelope. There are no credible special circumstances to allow change of use and development of this site. Decisions made: None received Enforcement issues: Land to the rear of High Pastures, Hatfield Heath INV/23/0075/C – no further action by UDC as they state that planning decision UTT/21/04209/CLE covers activities in the site and therefore there is no breach. Members will supply further information to cause the issues to be looked at again.
23/67	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cty Cllr Susan Barker reported <i>in absentia</i> ○ Highways repairs. HHPC acknowledged they had been done well. ○ Chairman's Highways panel had met, HHPC now to arrange a Zoom meeting with Cllr Scott to learn the outcome. ○ Reiterated the county councillor boundary changes, proposed that Hatfield Heath be in a new area centred on Takeley. • Dist Cllr Mark Lemon had nothing new to report.
23/68	FINANCIAL REPORT Approval of Expenditure. Noted: Items of expenditure in July 2023 as approved by the Finance committee Management Accounts Noted: Management accounts for the four months to July 2023.
23/69	CLERK'S REPORT & CORRESPONDENCE Noted: Clerk's report and correspondence received.
23/70	KEY TASK MONITOR The revised Key Task Monitor had been circulated as a better working document. • Report from Forum held on 15 July. ○ Central Connect service 305 – unreliable although the service to Stansted airport related issues – Agreed: that Cllr Allen should be the council champion.
23/71	HIGHWAYS MATTERS To consider any matters relating to Highways • Pot holes and resurfacing, most had been completed, but still significant problems outside the Coop. • Traffic management data collection, currently waiting for the revalidation of a quote from the favoured supplier. • Co-operative working with neighbouring authorities. ML and Clerk had been to a liaison meeting at Sheering.
23/72	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. • Coverage by CCTV being investigated and a meeting with a potential contractor arranged for 03 August • Resolved: To accept Quote for weed killing - £120 pa. • North Essex Parking Partnership are currently unresponsive. Clerk to seek schedule of visits from them.

Minutes are subject to approval at the Parish Council meeting on 06 September 2023.

	Suggestion of an extension to the Church Road car park is unlikely to get approval from the Lord of the Manor.
23/73	PLAYGROUND To consider any matters relating to the playground. Urgent repairs and maintenance have now been completed.
23/74	VILLAGE GREEN To consider any matters relating to the village green - Tree survey by Lord of the Manor awaited - Additional litter bins at Coop and Fish Inn. Clerk to arrange procurement. - Footpaths survey will be carried out by MR and PB. - NR and Clerk to review cutting regime with present contractors - Installation of the new defibrillator at the Coop will take place soon. - Recent visit by travellers on the cricket pitch area had been dealt with by ML. For future reference any visits should be reported via "101" and by asking for the "Rural Engagement Team"
23/75	NEIGHBOURHOOD PLAN To receive a report on the meeting of the Steering Committee held on 27 July. The meeting concentrated on refining and simplifying the proposed household questionnaire, reviewing a comprehensive list of stakeholders. The next meeting will be at 19:00 on 31 August to allow others who have expressed interest to be able to attend.
23/76	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members. - ML and Clerk attended a meeting at Sheering on 27 July about traffic management options. - HA reported future events: - Multi Agency Event with free food - A Cook Club in the Institute - A Christmas market coach trip to Ely
23/77	AGENDA ITEMS FOR NEXT MEETING There were no additional items for the agenda of the next meeting.
23/78	DATE OF NEXT MEETINGS The next meeting of the Council will be on Wednesday 06 September 2023

Meeting ended at 21:30

HATFIELD HEATH PARISH COUNCIL

Minutes of the Planning Committee Meeting held at 15:00 on Monday 21 August in the URC Hall

Present:

Cllr S Saban (SS)

Cllr N Champion (NC)

Cllr N Robley (NR)

Cllr M Bissell (MB)

In attendance:

P23/32	APOLOGIES FOR ABSENCE R Bowran – Parish Clerk
P23/33	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members
P23/34	PUBLIC PARTICIPATION There were no members of the public present.
P23/35	MINUTES Resolved: To approve the minutes of the Planning Committee meeting held on 24 July 2023 (P03)
P23/36	PLANNING MATTERS APPLICATIONS RECEIVED FROM THE LPA FOR CONSIDERATION <u>Proposed construction of 2 no. bungalow dwellings and electrical substation</u> Lea Hall Dunmow Road Hatfield Heath Essex CM22 7BL Ref. No: UTT/23/1966/FUL Strongly Object: Original plan under UTT/19/3173/FUL was approved in June 2022 with these two additional new build bungalows specifically refused. The PC position is still the same that these are in the Green Belt and outside the village envelope and no attempt is made to justify them on the 'other grounds' that allowed the other new builds to be approved <u>Application to discharge condition 3 (Great Crested Newt method statement) and 4 (Biodiversity enhancement strategy) attached to UTT/22/1786/HHF.</u> Down Court Matching Road Hatfield Heath Essex CM22 7AS Ref. No: UTT/23/1949/DOC No Comment <u>Erection of side extensions, dormers to first floor and ancillary outbuildings and rear extension</u> Mandal Chelmsford Road Hatfield Heath Essex CM22 7BG Ref. No: UTT/23/1864/CLP Strongly Object on the grounds that the proposal more than doubles the existing building and extends the footprint with 'ancillary buildings' even further on land that is fully within the Green Belt <u>Replacement front entrance porch and steps with fenestration changes to main dwelling</u> Stonebridge Chelmsford Road Hatfield Heath Essex CM22 7BD Ref. No: UTT/23/1790/HHF No Objection

	• <u>Amendment to UTT/22/1261/FUL regarding the land to the West of Mill Lane</u> Strongly object. This is a reiteration of irrelevant data on traffic measures that was objected to last time as inaccurate and misleading. DECISIONS MADE BY THE LPA FOR NOTING • <u>Single storey side and rear two storey extensions.</u> Laurels The Heath Hatfield Heath Essex CM22 7AB Ref. No: UTT/23/1553/CLP Status: Approved • <u>Installation of a new condenser unit in the rear yard area.</u> Co-op Supermarket Village Shop Hatfield Heath CM22 7EB Ref. No: UTT/23/1423/FUL Status: Approved • <u>Proposed single storey rear extension, two storey side extension and single storey front extension.</u> 17 Cox Ley Hatfield Heath Essex CM22 7ER Ref. No: UTT/23/1266/HHF Status: Approved • <u>Outline planning application with all matters reserved except access and layout for the demolition of garage and erection of 1 no. dwelling.</u> White Lodge Chelmsford Road Hatfield Heath Essex CM22 7BH Ref. No: UTT/23/0939/OP Status: Approved ENFORCEMENT ISSUES <u>Land to the rear of High Pastures.</u> INV/23/0075/C – no further information, action needed to provide further evidence for UDC to reopen the case. NR to draft letter citing Google Earth evidence
P23/37	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 is now understood from UDC to be at the September meeting.
P23/38	NEIGHBOURHOOD PLAN NR briefed the PC on the meeting of 27th July and that there were no specific PC items involved. The next meeting will be on Thursday 31 st July at 1930 in the URC Hall.
P23/39	THREE PARISHES LOCAL PLANNING GROUP / TPLPG There have been no further meetings of the Group. NR yet to convene a meeting to review current status.
P23/40	AGENDA ITEMS FOR NEXT MEETING There were no additional items for the agenda of the next meeting.
P23/41	DATE OF NEXT MEETING The next scheduled meeting is on Monday 25 September 2023.

Meeting ended at 16:00

Amendment to UTT/22/1261/FUL, Land to the west of Mill Lane Hatfield Heath

Firstly Hatfield Heath Parish Council object to the extremely short notice given to comment on this so called amendment which was apparently registered with UDC on 19th June 2023 but only issued for comment on 21st August asking for comments by 4th September. The so called amendment claims to overcome all of the highways issues that we raised in our original response, namely:

1. The site is isolated from the rest of the village and can only be presently accessed down Mill Lane plus a rural footpath to connect it through Home Pastures to the rest of the village and local amenities (schools, doctors bus stops etc). There is no footway for Mill Lane in the plan although there is a statement that one will be provided! Mill Lane is the obvious and by far the shortest way to access all of the above amenities by foot, but given the dangers we believe most of the new site occupants would drive, exacerbating an already unacceptable traffic situation. **There is still no footway for Mill Lane in the plan but at least the rural footpath between Mill Lane and Home Pastures has been acknowledged as such ('to be retained') and is no longer (apparently) to be widened to 3m as in the previous plan. Local widening of the footpath at the exit onto the A1060 will do absolutely nothing for pedestrians and no cyclists we know would risk using Mill Lane.**
2. Once again the traffic flow figures have been massaged to a ridiculous degree in the 'amendment'. We again reiterate our previous points that over the past few years the nature of traffic to and past the site has changed dramatically.
 - a. Greenways eggs (Camp Farm) has transitioned from light vans, to medium sized lorries, to larger lorries and articulated trucks that deliver the eggs to be cross docked at their egg-plant to the North of this site. The fact is that articulated lorries must be guided and personnel posted at either end of the lane to prevent any movement by the residents while these are entering or leaving the premises. The clearance for these trucks at the pinch point at the entrance to the road is just over a hand span either side.
 - b. 10mph limit and road name signs have been damaged and/or destroyed on a number of occasions as have fences and railings of the existing houses at the lower end of the road, which remains essentially a farm track!
 - c. The number of houses in the road has doubled (all legitimately approved through the LPA). This proposal would be a further major increase even if the so called holiday homes only attained 50% occupancy.
 - d. **An independent survey (Advanced Transportation Research under order number Q17884) carried out between 12th June to 19th June 2018 inclusive revealed 1102trips were made, 654 due to Greenways and 448 for the 13 modest size houses in Mill Lane (34.5 per household). Rationally this would mean (assuming only 50% 'Holiday Home' occupancy) an added 40 trips per day on top of the existing 64, all concentrated around peak times. This is certainly not 'unnoticeable' as claimed in the newest transport statement and would add to the existing dangers.**
 - e. Since our survey, a major automotive sales and servicing business has been created immediately adjacent to Camp Farm, that receives a large number of visits (including low loaders which are NOT escorted onto the site). This business has no change of use authorisation (from electrical components storage), but continues to operate despite this further exacerbating the situation.
 - f. Finally, a recent approval by the LPA to expand Hatfield Haven will have a further major impact on parking in and around the area, with ambulances already semi blocking Mill Lane entrance and restricting line of sight, ingress and egress onto the A1060.
 - g. **In summary, Mill Lane is already completely overloaded and this development is not sustainable and this new submission does not change anything**
3. We are finally intrigued by the following statement in the amendment '2.2.3 The applicant controls all rights and interest of Mill Lane and its associated verges and is responsible for the

maintenance of the lane and has been undertaking maintenance since purchasing the land.' This would imply that Mill Lane is privately owned by the applicant, in which case evidence should be published in the application and the rest of the inhabitants informed since they are entirely unaware, as presumably are Greenways particularly since Mill Lane is very poorly maintained and they would be interested to understand if they have to pay a toll to the applicant.

HHPC 250823

Parish Clerk

From: nigel robley <nigelrobley@yahoo.co.uk>
Sent: 31 August 2023 14:03
To: helena@dixonsearle.co.uk; nick@dixonsearle.co.uk
Cc: Mark Lemon; Sam King; Mark Bissell; Parish Clerk; Hillary Allen; Chris Overton; Nigel Robley; Sandra Saban; Peter D Brown; Niki Champion; Susan Meyer; Val Mckirdy; ajt1952@btinternet.com; 19nrj49@btinternet.com; Great Hallingbury Parish Council; Little Hallingbury Parish Clerk
Subject: Local Plan Viability Assessment for Uttlesford District Council (UDC) -- Continuation of Viability Assessment -Refresh of Stakeholder Contact
Attachments: Hatfield Heath PC Review of Infrastructure paper.docx

Dear Helena and Nick,

I am replying to your e mail on behalf of Hatfield Heath Parish Council.

We received this on Monday after our clerk returned from one weeks vacation.

We are more than somewhat disgruntled to be given such a short time to respond when there has been more than a two year hiatus in which all of our offers to engage in dialogue on this subject have been spurned. Nonetheless we will attempt to give you an update in this e mail.

We have attached our previous response, where we accept that our village needs to grow and adapt, but completely reject the idea of siting a 'garden village' exceeding the size of Saffron Walden directly under the Stansted flight path, on our immediate doorstep, using premium agricultural land, with unsustainable logistics and all of the negative associated knock on effects on our village

Since we have absolutely no idea what is included or not in the UDC viability study and whether or not any of our input has been addressed it is going to be very short and to the point and essentially say that all of our concerns have more than come to fruition in the intervening period in terms of infrastructure on all fronts and that the so called UDC climate change response remains entirely unaffordable and unsustainable for 90% of households in our parish both for energy conversion and transport.

As far as biodiversity is concerned we see nothing but threat while the 'garden village' stays on the agenda and in terms of health and safety (and biodiversity) further threat in terms of overflying at lower and lower levels from Stansted with apparently no regulation whatsoever and impotence from UDC to influence the ever increasing noise and emissions pollution.

As far as transport is concerned we remain served by poorly maintained and policed main roads with ever increasing congestion and speeds as a result of Essex and National Highways complete inability to talk to each other about junction 7a in particular. Public transport from and to Hatfield Heath within Uttlesford remains completely unreliable, while the service from Harlow to Chelmsford is 'adequate'. Against this background, the prospect of force fitting major amounts of housing onto prime farmland without completely rejigging transport infrastructure is completely unsustainable and to be told we must use e bikes or work from home an insult, unsafe and inefficient.

While 'working from home' appears to be the buzz word of the moment it does not take account of the fact that a very large proportion of our village population are either artisans or retired and so

this does not apply. Nor does it take into account the increasing frustration of employers to the lack of efficiency/loss of profit generated by this stance for those who can work from home. We have become more and more reliant on East Herts and Harlow for our major services -- hospitals, railways, motorways, shops and secondary schooling and yet their expansion plans increasingly threaten this reliance, with visible effects over the last two years. There are no viable alternatives and yet as far as we are aware also no cross referencing of the local plan to address these issues. We most recently for example were made aware of the Harlow and Gilston Garden Town project initiated by Harlow directly on our border, while the major expansions in and around Bishop's Stortford are already having a major impact on these services.

In summary it remains our belief that while viability may be possible in the major towns, villages such as ours with just very basic resources are only just surviving right now under these ever increasing waves of pressure and it is questionable whether we can remain sustainable.

Yours Sincerely,

Nigel Robley

Nigel Robley
Cllr, HHPC

Invoices for Authorisation to 31 August 2023

Date	Paid to	Description	Pay method	Gross	VAT	Net	vchr	Notes
28/06/2023	Playsafe	RoSPA playground inspection	on-line	115.20	19.20	96.00	64	
01/08/2023	Heath Computers	website maintenance	on-line	66.53	11.09	55.44	65	inv 4699
01/08/2023	Heath Computers	domain registration (.com)	on-line	96.00	16.00	80.00	66	inv 4702
01/08/2023	RCCE	annual subscription	on-line	72.60	12.10	60.50	67	
01/08/2023	Fish Inn	Car park lighting	on-line	263.00	-	263.00	68	
10/08/2023	R Bowran	Amazon Stationery	on-line	10.98	1.83	9.15	69	
16/08/2023	R Bowran	Amazon Stationery	on-line	64.99	10.83	54.16	70	archive boxes
26/07/2023	R Bowran	Office allowance, mileage, NP secry	on-line	154.60	-	154.60	71	
27/07/2023	S Taylor	August salary	on-line	120.99	-	120.99	72	
27/07/2023	S Caller	August salary	on-line	96.79	-	96.79	73	
27/07/2023	J Jackson	August salary	on-line	96.79	-	96.79	74	
27/07/2023	J Sykes	August salary	on-line	193.57	-	193.57	75	
27/07/2023	R Bowran	August Salary	on-line	828.32	-	828.32	76	
27/07/2023	HMRC	August Tax & NI	on-line	342.07	-	342.07	77	
Total				2,522.43	71.05	2,451.38		

Cash receipts

Date	From	Description	Amount	vchr

Total **£0.00**

Balance at Bank (after these transactions)

£41,436.88

AGENDA: 23/85.1

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

1 September 2023 (2023-2024)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Bank charges				72.00	18.00	54.00	54.00 (75%)
10	Car Mileage				500.00	235.80	264.20	264.20 (52%)
11	Members expenses				100.00		100.00	100.00 (100%)
16	Data Registration				40.00		40.00	40.00 (100%)
17	EALC Subscription				500.00	503.26	-3.26	-3.26 (-0%)
18	SLCC Subscription				115.00		115.00	115.00 (100%)
24	Insurance				2,800.00	2,694.86	105.14	105.14 (3%)
25	Elections				2,000.00	2,532.00	-532.00	-532.00 (-26%)
26	Printing Postage Stationery				200.00	153.65	46.35	46.35 (23%)
28	Training				450.00		450.00	450.00 (100%)
29	Office Provision				1,000.00	224.00	776.00	776.00 (77%)
48	Other Subscriptions				150.00	160.50	-10.50	-10.50 (-7%)
55	Hall Hire				600.00	149.75	450.25	450.25 (75%)
62	Misc Expenses							(N/A)
65	Admin/Finance Support							(N/A)
SUB TOTAL					8,527.00	6,671.82	1,855.18	1,855.18 (21%)

Allotments

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
6	Rents	440.00	440.00					(0%)
8	Repairs & Maintenance				1,000.00		1,000.00	1,000.00 (100%)
54	Grass Cutting Allotment				250.00		250.00	250.00 (100%)
60	Pest Control				200.00	50.00	150.00	150.00 (75%)
SUB TOTAL		440.00	440.00		1,450.00	50.00	1,400.00	1,400.00 (74%)

Amenities

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
34	Street Furniture				750.00		750.00	750.00 (100%)
40	Grants				2,500.00	150.00	2,350.00	2,350.00 (94%)
41	Wildlife Area							(N/A)
42	Green Waste Skips				2,500.00		2,500.00	2,500.00 (100%)
44	Wildlife Project							(N/A)
45	War Memorial							(N/A)
84	Defibrillator				150.00		150.00	150.00 (100%)
SUB TOTAL					5,900.00	150.00	5,750.00	5,750.00 (97%)

Audit

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4	Internal Audit				200.00	83.00	117.00	117.00 (58%)

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

1 September 2023 (2023-2024)

5 External Audit		299.00		299.00	299.00 (100%)
SUB TOTAL		499.00	83.00	416.00	416.00 (83%)

Car Parks

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21	Village car park incl CCTV				5,500.00	263.00	5,237.00	5,237.00 (95%)
22	Church car park							(N/A)
SUB TOTAL					5,500.00	263.00	5,237.00	5,237.00 (95%)

Events

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Community Events				250.00		250.00	250.00 (100%)
30	Annual Parish Meeting				49.00		49.00	49.00 (100%)
33	Christmas Tree				250.00		250.00	250.00 (100%)
35	Fairs	1,500.00		-1,500.00				-1,500.00 (-100%)
90	Coronation		700.00	700.00		1,023.50	-1,023.50	-323.50 (N/A)
SUB TOTAL		1,500.00	700.00	-800.00	549.00	1,023.50	-474.50	-1,274.50 (-62%)

Highways

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

Information Technology

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2	Web-site				250.00	275.44	-25.44	-25.44 (-10%)
31	IT Repairs and Software				250.00	100.00	150.00	150.00 (60%)
32	IT Equipment					44.91	-44.91	-44.91 (N/A)
53	Zoom Subscriptions				150.00		150.00	150.00 (100%)
91	PC protection					149.98	-149.98	-149.98 (N/A)
93	IT Support					112.50	-112.50	-112.50 (N/A)
SUB TOTAL					650.00	682.83	-32.83	-32.83 (-5%)

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

1 September 2023 (2023-2024)

Litter Picking

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38	Litter Picking PPE				249.00	19.13	229.87	229.87 (92%)
SUB TOTAL					249.00	19.13	229.87	229.87 (92%)

Neighbourhood Plan

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
78	NP Web-site				1,000.00		1,000.00	1,000.00 (100%)
79	NP Consultants				2,000.00		2,000.00	2,000.00 (100%)
80	Publicity & Meetings				2,000.00	912.20	1,087.80	1,087.80 (54%)
81	Printing				1,000.00		1,000.00	1,000.00 (100%)
82	UDC Support	6,000.00	786.00	-5,214.00				-5,214.00 (-86%)
89	NP Secretariat				500.00	250.00	250.00	250.00 (50%)
SUB TOTAL		6,000.00	786.00	-5,214.00	6,500.00	1,162.20	5,337.80	123.80 (0%)

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				150.00		150.00	150.00 (100%)
63	Tree Works				250.00		250.00	250.00 (100%)
64	Poppy Appeal				100.00		100.00	100.00 (100%)
66	Cricket Club grass				350.00		350.00	350.00 (100%)
86	Holy Trinity church grass				400.00		400.00	400.00 (100%)
87	United Reform Church grass				400.00		400.00	400.00 (100%)
88	Christmas Tree							(N/A)
SUB TOTAL					1,650.00		1,650.00	1,650.00 (100%)

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							(N/A)

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

1 September 2023 (2023-2024)

SUB TOTAL

(N/A)

Playgrounds

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
23	Repairs & Maintenance				1,000.00		1,000.00	1,000.00 (100%)
46	Play Area				500.00	96.00	404.00	404.00 (80%)
SUB TOTAL					1,500.00	96.00	1,404.00	1,404.00 (93%)

Policing

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
39	Community Policing							(N/A)
SUB TOTAL								(N/A)

Precept

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3	Precept	42,145.00	21,072.50	-21,072.50				-21,072.50 (-50%)
SUB TOTAL		42,145.00	21,072.50	-21,072.50				-21,072.50 (-50%)

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Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
12	Remembrance Wreath				50.00		50.00	50.00 (100%)
SUB TOTAL					50.00		50.00	50.00 (100%)

Salaries

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Current Staff				9,918.00	3,313.08	6,604.92	6,604.92 (66%)
51	HMRC				3,014.00	1,709.95	1,304.05	1,304.05 (43%)
52	Litter Pickers				6,683.00	2,632.04	4,050.96	4,050.96 (60%)
SUB TOTAL					19,615.00	7,655.07	11,959.93	11,959.93 (60%)

TPLPG

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
71	Consultants							(N/A)

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

1 September 2023 (2023-2024)

72 Hatfield Broad Oak pc					(N/A)
73 Great Hallingbury pc	58.00	-58.00			-58.00 (-100%)
74 Little Hallingbury pc	58.00	-58.00			-58.00 (-100%)
83 Secretariat			174.00	174.00	174.00 (100%)
SUB TOTAL	116.00	-116.00	174.00	174.00	58.00 (20%)

Village Green

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
13	Grass cutting				6,500.00	2,994.30	3,505.70	3,505.70 (53%)
15	Repairs & Maintenance				500.00		500.00	500.00 (100%)
36	ECC Rural Verges	2,265.00		-2,265.00				-2,265.00 (-100%)
43	Rural Verges				2,430.00	663.83	1,766.17	1,766.17 (72%)
67	Heath Posting				500.00		500.00	500.00 (100%)
75	conservation area							(N/A)
85	Pond Maintenance							(N/A)
92	tree work					300.00	-300.00	-300.00 (N/A)
SUB TOTAL		2,265.00		-2,265.00	9,930.00	3,958.13	5,971.87	3,708.87 (30%)

Summary

NET TOTAL	52,466.00	22,998.50	-29,467.50	62,743.00	21,814.68	40,928.32	11,460.82 (9%)
V.A.T.					1,317.83		
GROSS TOTAL		22,998.50			23,132.51		

Memorandum from the Clerk

To: All Councillors

Subject: Clerk's Report – August 2023

Date: 31 August 2023

Summary of main items of activity:

- Prepared agendas and minutes for meetings (council and planning)
- Carried out normal monthly administration tasks
- Met with EECOS to discuss review of Wildlife Area.
- Met with SecureCom to specify CCTV for car park.
- On 31 August attended Neighbourhood Plan steering committee meeting

Current Actions

- There has been no contact with our local PCSO, action to be escalated to Borough Commander
- Response to Wadhams re: Lea Hall developments
- Response to parishioner re: road dangers in village.

Future actions

- UDC Local council's liaison forum – 12 September. Update on the Local Plan.