

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 10 January 2024** to transact the business set out in the agenda below.

Parish Clerk
05 January 2024

AGENDA

Welcome by the Chairman

23/163	APOLOGIES FOR ABSENCE To receive any apologies for absence
23/164	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members.
23/165	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
23/166 	MINUTES OF MEETING To consider approval of the minutes of the Meeting of the Parish Council held on 06 December 2023 (M08) To discuss any matters arising from the minutes not included elsewhere on the agenda. • Invitation sought for Festival Committee to meet with councillors to discuss future finance matters relating to the event,
23/167 	PLANNING COMMITTEE To note the draft minutes of the Planning Committee held on 18 December 2023 and in particular the Refusal of Application UTT/22/1261/FUL. Relating to land west of Mill Lane, by UDC. (P13).
23/167	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cty Cllr Susan Barker • Dist Cllr Mark Lemon

23/168  	FINANCIAL REPORT 1. Approval of Expenditure. To note items of expenditure in December 2023 as approved by the Finance committee 2. Management Accounts To note management accounts for the nine months to December 2023.
23/169 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received.
23/170	KEY TASK MONITOR The Key Task Monitor has been revised and simplified to create a better working document. • Report from Forum held on 16 December 2023.
23/171	HIGHWAYS MATTERS To consider any matters relating to Highways • Arrangements for meeting with Cllr Tom Cunningham, Highways Portfolio Holder Essex CC.
23/172 	HIGHWAYS AND SPEEDING COMMITTEE To propose the creation of a Highways and Speeding Committee to address current issues. Prospective members are the Champions agreed on 10 May 2023: Cllrs Robley, Saban, Champion, King and Lemon. If so resolved, to instruct Clerk to prepare Terms of Reference.
23/173	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management.
23/174	PLAYGROUND To receive a report from the Playground Committee. • Proposed actions for maintenance and repair
23/175	VILLAGE GREEN To consider any matters relating to the village green • Tree survey by Lord of the Manor awaited • NR and Clerk to review Tenders for grass cutting 2024-26
23/176	ALLOTMENTS To consider any matters relating to Allotments
23/177	STANSTED AIRPORT WATCH To receive a report on current activities of Stansted Airport Watch.
23/178	WILDLIFE AREA To agree a Wildlife Area action plan.
23/179	NEIGHBOURHOOD PLAN To receive a report on the latest meeting of the Steering Committee held on 04 January 2023. To note reservations on the effectiveness of Neighbourhood Plans by Great Chesterford NP Committee.

23/180	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members
23/181	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
23/182	DATE OF NEXT MEETINGS The next meeting of the Council will be on Wednesday 07 February 2024

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 06 December 2023

Present:

Cllr M Bissell (MB)

Cllr P Brown (PB)

Cllr C Overton (CO)

3 members of the public

Cllr N Champion (NC)

Cllr M Lemon (ML)

Cllr H Allen (HA)

Cllr N Robley (NR)

Cllr S Saban (SS)

In attendance: R Bowran – Parish Clerk

Welcome by the Chairman who opened the meeting with season's greetings to all those present and to all in the village.

23/140	APOLOGIES FOR ABSENCE Received and accepted from Cllr King - unwell
23/141	DECLARATIONS OF PECUNIARY INTEREST Cllr Bissell declared an interest in item 23/148.1. Cllr Overton declared an interest in item 23/148.3.
23/142	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 again raised a number of issues relating to highways in the parish, especially relating footways and speeding on Sheering Road. <i>MB responded that the invitation to meet with Cllr Cunningham still stood. NR responded on the visit by the Essex Highways "buddy" who noted points of concern throughout the village. ML said that work required is not in budget. Clerk was asked to write to Chair and Leader of Essex CC.</i> Another member of the public also expressed concerns about obstructed footways on Sheering Road and pavement parking. <i>Clerk to contact owner of Hunters Meet to suggest a remedy</i>
23/143	MINUTES OF MEETING Resolved: To approve the minutes of the Meeting of the Parish Council held on 01 November 2023 (M07)
23/144	PLANNING COMMITTEE Noted: The minutes of the Planning Committee held on 01 Nov 2023. (P07). Noted: The minutes of the Planning Committee held on 08 Nov 2023. (P08). Noted: The minutes of the Planning Committee held on 15 Nov 2023. (P09). Noted: The draft minutes of the Planning Committee held on 27 November 2023. (P10). Noted: The draft minutes of the Planning Committee held on 29 November 2023. (P11). Noted: That we are advised that the planning applications for the development in Mill Lane, UTT'22/1261/FUL (Land West of Mill Lane) will be heard at the UDC Planning Committee on Wednesday 13 December 2023.

23/145	BUDGET 2024-25 Noted: Receiving further budget briefing notes from the Clerk Resolved: To adopt a revised budget for 2024-25, with a Precept Demand of £46,750. [prop Cllr Bissell; secd Cllr Saban; Pro 6:Con 0 Abs 2]
23/146	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Cty Cllr Susan Barker had presented her apologies • Dist Cllr Mark Lemon
23/147	FINANCIAL REPORT 1. Approval of Expenditure. Noted: Items of expenditure in November 2023 as approved by the Finance committee 2. Management Accounts Noted: Management accounts for the eight months to November 2023.
23/148	GRANT REQUESTS To consider further grant requests from: 1. Heath Festival – Resolved: To make a grant of £800 towards purchase of new PA equipment. [prop Cllr Lemon; secd Cllr Robley, pro 6, con 0, abs 2] In addition the potential to make a repayable loan for provision of portable toilets. 2. Heath Players - Resolved: To make a grant of £400 towards purchase of new flooring [prop Cllr Saban; secd Cllr Robley, all in favour] 3. The Close Christmas Lunches – Resolved: to make a grant of £200 towards funding Christmas and Boxing Day lunches. [prop Cllr Lemon; secd Cllr Bissell, all in favour]
23/149	CLERK'S REPORT & CORRESPONDENCE Noted: The Clerk's report and correspondence received. • Thanks received from Holy Trinity church and United Reformed church for grants received.
23/150	COMMUNITY TRANSPORT Noted: A report by the Clerk on an inter parish meeting to consider future Community Bus services. A preliminary meeting and is a work in progress. Suggestion of a wider project linking to Stortford. Project to be led by CO.
23/151	KEY TASK MONITOR The Key Task Monitor has been revised and simplified to create a better working document. • Noted: Report from Forum held on 11 November. Main points: ○ Bus service 305. ○ Manhole cover on Sawbridgeworth Road ○ Meeting with Highways "buddy" ○ Allotments visit. ○ State of salt bins ○ Commissioning of Defibrillator

23/152	HIGHWAYS MATTERS To consider any matters relating to Highways • Noted: Meeting with Highways "Buddy" 16 November ○ Review of outstanding items ○ Highlight pavement parking issues, clerk to write to police commissioner and the chief constable
23/153	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management. Errant parking is reoccurring. Clerk to commission CCTV supplier to identify serial long-term parkers. Essex Parking Partnership to be asked how many tickets they have issued.
23/154	PLAYGROUND Resolved: To approve Terms of Reference for the Playground Committee <i>[prop Cllr Champion; secd Cllr Robley]</i> Agreed to invite two parents to join the committee. To receive a report from the Playground Committee.
23/155	VILLAGE GREEN To consider any matters relating to the village green • Tree survey by Lord of the Manor awaited. ML advised speaking, tree surgeons will visit shortly and agree on work to be done. • Footpaths survey. Comprehensive report prepared by HA. Action plan to be determined after establishing UDC and ECC responsibility. • NR and Clerk to review Tenders for grass cutting 2024-26. Three potential contractors identified including current suppliers.
23/156	ALLOTMENT To consider any matters relating to Allotments, including a report on the inspection visit undertaken on Sunday 05 November.
23/157	STANSTED AIRPORT WATCH To receive a report on current activities of Stansted Airport Watch, who are becoming a Trust. HA had prepared a response to be submitted by the Clerk to the Local Plan consultation.
23/158	WILDLIFE AREA To receive a report from the Wildlife Area working party and agree an action plan. A grant application to UDC under the Zero Carbon Communities scheme will be made in the 2024 round.
23/159	NEIGHBOURHOOD PLAN To receive a report on the latest meeting of the Steering Committee. Progress towards completing the public questionnaire is slow.
23/160	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members • ML and HA attended the surgery patients' participation group.

23/161	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. • Festival Committee to be asked to arrange a meeting with councillors to discuss future finances of event. • Consideration to formalise the Highways and Speeding committee.
23/162	DATE OF NEXT MEETINGS <i>Resolved: That the next meeting of the Council will now be on Wednesday 10 January 2024 [prop Cllr Robley; secd Cllr Allen]</i>

Meeting ended at 21:40

HATFIELD HEATH PARISH COUNCIL

Minutes of the Planning Committee Meeting held at 15:00 on Monday 18 December 2023 in the URC Hall

Present:

Cllr N Champion (NC)

Cllr N Robley (NR)

Cllr S Saban (SS)

In attendance:

R Bowran – Parish Clerk

P23/107	APOLOGIES FOR ABSENCE Received from Cllr Bissell – on holiday
P23/108	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members
P23/109	PUBLIC PARTICIPATION There were no questions from members of the public on matters within the remit of the Planning Committee.
P23/110	MINUTES Resolved: To approve the minutes of the Planning Committee meeting held on 27 November 2023 (P10) Resolved: To approve the minutes of the Planning Committee meeting held on 29 November 2023 (P11) Resolved: To approve the minutes of the Planning Committee meeting held on 08 December 2023 (P12)
P23/111	PLANNING MATTERS APPLICATIONS RECEIVED FROM THE LPA FOR CONSIDERATION Erection of 1 no. detached dwelling Land Rear of High Pastures Stortford Road Hatfield Heath CM22 7DL Ref. No: UTT/23/2939/FUL Status: HHPC Comment Objection. 1. This is a backfill not a continuation of frontage as claimed. 2. Over development of area. 3. Impinges on the area designated with a CoL 4. Previous approval for area limited height of structure. 5. Transport statement is misleading. Proposed change of use agricultural land to dog walking field Friars Farm Friars Lane Hatfield Heath Essex CM22 7AP Ref. No: UTT/23/3063/FUL Status: HHPC Comment No objection Demolition of garage, erection of replacement Erection of 2no. detached dwellings, associated parking, residential curtilage, landscaping and creation of new vehicular access. Serena Chelmsford Road Hatfield Heath Essex CM22 7BD Ref. No: UTT/23/3040/FUL Status: HHPC comment Objection. No significant difference to previous application which was refused on appeal. Erection of new two storey side extension and replacement door with new entrance portico. Laurels The Heath Hatfield Heath CM22 7AB

	Ref No: UTT/23/3118/HHF Status: HHPC Comment No Objection DECISIONS MADE BY THE LPA Basement and first floor Stonebridge Farm Hatfield Heath CM22 7BD Ref No: UTT/23/2631/CLE Status: Allowed. Proposed single storey extension 2 Rosemary Cottages Stortford Road Hatfield Heath CM22 7DU Ref No: UTT/23/2447/HHF Status: Refused. Pelham Structures planning application UTT/22/1261/FUL for the site in Mill Lane. Decision at UDC Planning Committee on 13 December 2023 was Refused.
P23/112	MAJOR APPLICATIONS Camp Poultry Farm Mill Lane (Greenways) planning application UTT/23/1688/FUL . Consideration of this application did not take place on 13 December 2023. We await further information.
P23/113	NEIGHBOURHOOD PLAN To review progress on the Neighbourhood Plan. Next meeting is due in January.
P23/114	THREE PARISHES LOCAL PLANNING GROUP / TPLPG There have been no further meetings of the Group. Proposed that there should be a meeting to review current status.
P23/115	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
P23/116	DATE OF NEXT MEETING The next scheduled meeting is on Monday 29 January 2024.

Meeting ended at 17:25

Invoices for Authorisation to 29 December 2023

Date	Paid to	Description	Pay method	Gross	VAT	Net	vchr	Notes
01/12/2023	Heath Computers	Web site maintenance	on-line	66.53	11.09	55.44	126	
30/11/2023	Essex Ecology	Wildlife Areaport	on-line	1,530.00	255.00	1,275.00	127	
11/12/2023	J Kenney	Pond Maintenance	on-line	750.00	125.00	625.00	128	
27/11/2023	United Reform church	Hall Hire Jan- Dec 23	on-line	567.00	-	567.00	129	
13/12/2023	Post Office	2nd class stamps	on-line	38.95	-	38.95	130	
06/12/2023	Heath Festival	Grant - PA Equipment	on-line	800.00	-	800.00	131	M08 23/148.1
06/12/2023	Heath Players	Grant - Flooring	on-line	400.00	-	400.00	132	M08 23/148.2
06/12/2023	Chris Overton	Grant - Xmas lunches	on-line	200.00	-	200.00	133	M08 23/148.3
22/12/2023	R Bowran	Expenses	on-line	254.40	-	254.40	134	
22/12/2023	R Bowran	December salary	on-line	869.40	-	869.40	135	
22/12/2023	J Sykes	December salary	on-line	207.33	-	207.33	136	
22/12/2023	S Caller	December salary	on-line	103.57	-	103.57	137	
22/12/2023	J Jackson	December salary	on-line	103.57	-	103.57	138	
22/12/2023	S Taylor	December salary	on-line	129.57	-	129.57	139	
22/12/2023	HMRC	December Tax & NI	on-line	366.57	-	366.57	140	
27/07/2022 !	HH Village Hall	Forum Room Hire	on-line	115.00	-	115.00	141	July - Dec 23
31/12/2023	Unity Trust Bank	Quarterly Charges	on-line	18.00	-	18.00	142	

Total **6,519.89** **391.09** **6,128.80**

Cash receipts

Date	From	Description	Amount	vchr

Total **£0.00**

Balance at Bank (after these transactions)

£37,230.79

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				72.00	54.00	18.00	18.00 (25%)
10	Car Mileage				500.00	684.00	-184.00	-184.00 (-36%)
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	256.95	-56.95	-56.95 (-28%)
28	Training				450.00		450.00	450.00 (100%)
29	Office Provision				1,000.00	354.00	646.00	646.00 (64%)
48	Other Subscriptions				150.00	170.50	-20.50	-20.50 (-13%)
55	Hall Hire				600.00	721.50	-121.50	-121.50 (-20%)
62	Misc Expenses					80.00	-80.00	-80.00 (N/A)
65	Admin/Finance Support							(N/A)
95	Extra Planning Mtgs					357.25	-357.25	-357.25 (N/A)
96	Extra Consult Mtgs					80.00	-80.00	-80.00 (N/A)
SUB TOTAL					8,527.00	8,488.32	38.68	38.68 (0%)

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	75.00	675.00	675.00 (90%)
40	Grants				2,500.00	3,450.00	-950.00	-950.00 (-38%)
41	Wildlife Area							(N/A)
42	Green Waste Skips				2,500.00	2,940.00	-440.00	-440.00 (-17%)
44	Wildlife Project							(N/A)
45	War Memorial							(N/A)
84	Defibrillator				150.00		150.00	150.00 (100%)
SUB TOTAL					5,900.00	6,465.00	-565.00	-565.00 (-9%)

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

22 December 2023 (2023-2024)

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%)
5	External Audit				299.00	315.00	-16.00	-16.00 (-5%)
SUB TOTAL					499.00	398.00	101.00	101.00 (20%)

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	3,403.00	2,097.00	2,097.00 (38%)
22	Church car park							(N/A)
SUB TOTAL					5,500.00	3,403.00	2,097.00	2,097.00 (38%)

Events

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Community Events				250.00	1,398.33	-1,148.33	-1,148.33 (-459%)
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	700.00	-800.00				-800.00 (-53%)
90	Coronation		700.00	700.00		1,023.50	-1,023.50	-323.50 (N/A)
SUB TOTAL		1,500.00	1,400.00	-100.00	549.00	2,421.83	-1,872.83	-1,972.83 (-96%)

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					4,128.98	-4,128.98	-4,128.98 (N/A)
50	Consultancy							(N/A)
SUB TOTAL						4,128.98	-4,128.98	-4,128.98 (N/A)

Information Technology

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2	Web-site				250.00	497.20	-247.20	-247.20 (-98%)
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					232.99	-232.99	-232.99 (N/A)

Hatfield Heath Parish Council

Summary of Receipts and Payments

22 December 2023 (2023-2024)

All Cost Centres and Codes

SUB TOTAL				650.00	1,025.08	-375.08	-375.08 (-57%)
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Litter Picking								
Receipts				Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38	Litter Picking PPE				249.00	30.13	218.87	218.87 (87%)
SUB TOTAL					249.00	30.13	218.87	218.87 (87%)

Neighbourhood Plan											
Receipts				Payments			Net Position				
Code	Title	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		1,059.85	1,059.85	2,000.00	963.21	1,036.79	2,096.64 (104%)			
81	Printing				1,000.00		1,000.00	1,000.00 (100%)			
82	UDC Support	6,000.00	768.00	-5,232.00				-5,232.00 (-87%)			
89	NP Secretariat				500.00	570.00	-70.00	-70.00 (-14%)			
SUB TOTAL					6,000.00	1,827.85	-4,172.15	6,500.00	1,533.21	4,966.79	794.64 (6%)

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

Other Income								
Receipts				Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
70	V.A.T. Income		3,228.08	3,228.08				3,228.08 (N/A)

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

22 December 2023 (2023-2024)

SUB TOTAL	3,228.08	3,228.08	3,228.08 (N/A)
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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	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	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	7,866.28	2,051.72	2,051.72 (20%)
51 HMRC				3,014.00	3,314.67	-300.67	-300.67 (-9%)
52 Litter Pickers				6,683.00	5,017.50	1,665.50	1,665.50 (24%)
SUB TOTAL				19,615.00	16,198.45	3,416.55	3,416.55 (17%)

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

22 December 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 +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
13	Grass cutting				6,500.00	5,052.39	1,447.61	1,447.61 (22%)
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		2,448.38	2,448.38	2,430.00	2,376.10	53.90	2,502.28 (102%)
67	Heath Posting				500.00		500.00	500.00 (100%)
75	conservation area							(N/A)
85	Pond Maintenance					625.00	-625.00	-625.00 (N/A)
92	tree work					300.00	-300.00	-300.00 (N/A)
94	Footpaths					225.00	-225.00	-225.00 (N/A)
SUB TOTAL		2,265.00	2,448.38	183.38	9,930.00	8,578.49	1,351.51	1,534.89 (12%)

Summary

NET TOTAL	52,466.00	51,489.31	-976.69	62,743.00	52,816.49	9,926.51	8,949.82 (7%)
V.A.T.					4,073.92		
GROSS TOTAL		51,489.31			56,890.41		

Memorandum from the Clerk

To: All Councillors

Subject: Clerk's Report

Date: 31 December 2023

Summary of main items of activity:

- Prepared agendas and minutes for meetings (council, finance and planning)
- Carried out normal monthly administration tasks
- Prepared, and revised as necessary, draft Budget for 2024-25
- Attended four additional planning meetings for Mill Lane

Current Actions

- Tender process for grass cutting 2024 -25
- Attended and presented at UDC Planning Committee on 13 December
- Liaison with police and Hunters Meet over footway parking.
- Application to Central Government for funding to support Neighbourhood Pan.
- Application to Cllr Barker for grant from her Locality Budget to support local initiatives.