

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, King, Lemon, Overton, Robley, Saban.

MEETING OF THE PARISH COUNCIL

You are hereby summoned to attend the Meeting of the Parish Council to be held in the URC Hall, Hatfield Heath at **7.30pm** on **Wednesday 03 July 2024** to transact the business set out in the agenda below.

Handwritten signature of Richard Bowran in black ink.

Parish Clerk
28 June 2024

AGENDA

Welcome by the Chairman

24/46	APOLOGIES FOR ABSENCE To receive any apologies for absence
24/47	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members.
24/48	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
24/49 	MINUTES OF MEETING To approve the minutes of the meeting of 05 June 2024 (M02) To discuss any matters arising from the minutes not included elsewhere on the agenda.
24/50	PLANNING COMMITTEE The first two meetings scheduled for the Planning Committee would have been inquorate and so were cancelled. For noting, there have been three planning applications in May and June. • UTT/24/1481/HHF & UTT/24/1482/LB. Oak Tree Barn, Sheering Road. Detached outbuilding for home gym and hobby room and new external door to main barn. • UTT/24/1298/CLP. Gladwyns, Sheering Road. Construction of an extension to an existing commercial building. • UTT/24/1182/HHF. Bramfield, Friars Lane. Timber clad garden room with aluminium framed glazing.

	There have been six decisions made in May and June. • UTT/24/0877/HHF. Stonebridge Farm. Solar panel array. Refused. • UTT/24/0891/HHF. Teralands. Outdoor covered kitchen, dining and seating area, along with garden room. Approved. • UTT/24/0616/CLE. Stonebridge Farm. Builders yard. Approved. • UTT/24/0233/OP. Hatfield Grange Cottage. Sparrow Lane. Erection of two dwellings with garages. Refused. • UTT/24/0103/PINS. Land West of Mill Lane. Approved. • UTT/23/1966/FUL. Lea Hall. Two further bungalows and electrical sub-station. Approved. • UTT/23/0162/FUL. The Ekam, Chelmsford Road. New porch entrance, alterations to external fenestration. There has been a further query as to the validity of usage at. • UTT/15/2419/FUL. Nursery on the Heath. Reconfiguration of car parking spaces to give two spaces. Approved.
24/51	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors.
24/52   	FINANCIAL REPORT Approval of Expenditure. To note items of expenditure in June 2024 as approved by the Finance committee Management Accounts To note management accounts for the three months to June 2024 Virement To approve the virement of £5,000 from Village Car Park CCTV, (wrongly coded and already completed) to Vehicle Activated Signs (VAS) £750, Wildlife Area £3,000, Pond Maintenance £750 and Litter Binds, £500.
24/53 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received.
24/54	KEY TASK MONITOR To review and update the Key Task Monitor from the Forum meeting on 15 June 2024.
24/55	HIGHWAYS MATTERS To consider any matters relating to Highways • Response, if any, from Essex Highways to the specific question asked by NR.
24/56	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management and village car parks. There has been no report yet from the traffic survey carried out.
24/57	ALLOTMENT REPORT To receive and note a report on the Allotments.
24/58	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground.

	• Specification for quotation is being sought for repairs and upgrade.
24/59	VILLAGE GREEN To consider any matters relating to maintenance and risk management of the village green • Response, if any, from Lord of the Manor about tree maintenance. • Verge strimming was carried out at the junction with Matching Road on 19 June. • Work is commencing on 08 July to carry out the initial clearance of the Wildlife Area and the pond. • Request received to replace the litter bins by the Cricket Club pavilion.
24/60	NEIGHBOURHOOD PLAN To consider any matters relating to the Neighbourhood Plan and to receive a report of the meeting on 27 June of the Steering Group
24/61	STANSTED AIRPORT WATCH To receive any updates from Stansted Airport Watch
24/62	NEIGHBOURHOOD WATCH To receive any updates from Stansted Airport Watch
24/63	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members.
24/64	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
24/65	DATE OF NEXT MEETINGS • The next scheduled meeting of the Council will be at 7.30 pm on Wednesday 07 August 2024 • The next meeting of the Planning Committee will be at 3 pm on Monday 29 July 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. This item is limited to a total of 15 minutes.

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 05 June 2024

Present:

Cllr M Bissell (MB)

Cllr P Brown (PB)

Cllr H Allen (HA)

2 members of the public

Cllr N Champion (NC)

Cllr M Lemon (ML)

Cllr C Overton (CO)

Cllr N Robley (NR)

Cllr S Saban (SS)

Cllr S King (SK)

In attendance: R Bowran – Parish Clerk

24/26	APOLOGIES FOR ABSENCE There were no apologies for absence
24/27	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members.
24/28	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 expressed disgust with the outcome of the Planning Inspector's hearing relating to Land West of Mill Lane. A member of the public said he was meeting with the LoM and asked if there were any outstanding matters. <i>Clerk updated him on the issue of tree works on the village green.</i> A member of the public expressed the view that the planning inspector's hearing could have gone either way. There was criticism of the planning officer who didn't appear to understand his role. Conditions 1, 17, 41 and 43 seemed illogical. Appendix 2 documents had]been submitted after the date of the hearing. <i>Clerk was asked to obtain the Appendix 2 documents from the planning inspectorate.</i>
24/29	MINUTES OF MEETING Resolved: To approve the minutes of the meeting of 15 May 2024 (M01)
24/30	PLANNING COMMITTEE The outcome of the planning inspector's hearing on 09 May 2024 of application S62A/2024/0032 - Land to the West of Mill Lane. The application was approved with a number of conditions. Suggestion that the council should engage the transport consultant who made representations at the hearing to pursue the traffic issues existing in Mill Lane.
24/31	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. - County Cllr Susan Barker reported (<i>in absentia</i>) that the new Highways joint panel of cabinet members had rejected the bid for highways modifications and had declined to fund a feasibility study. - District Cllr Lemon had nothing to report.

24/32	FINANCIAL REPORT Approval of Expenditure. Noted: Items of expenditure in May 2024 as approved by the Finance committee Management Accounts Noted: Management accounts for the month of May 2024
24/33	CLERK'S REPORT & CORRESPONDENCE Received and Noted: Clerk's report and correspondence received. In addition, Sheering PC and Sawbridgeworth TC have proposed a liaison group to discuss items of mutual interest and have invited members from Hatfield Heath PC to attend. Decision was deferred.
24/34	KEY TASK MONITOR To review and update the Key Task Monitor. From the Annual Village Meeting / Forum meeting on 11 May 2024. This had been reported at the Annual Meeting of the Parish Council.
24/35	HIGHWAYS MATTERS To consider any matters relating to Highways • There has been no response from Essex Highways to the meeting held on Monday 12 February with Cllr Tom Cunningham. Cllr Barker has suggested asking one specific question to which there must be an answer. NR to action. • SK is dealing with the current issue with discharged water on Stortford Road • Installation of VAR cameras has been completed. There is a noticeable reduction in speeding vehicles.
24/36	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management and village car parks. • No results yet received from the recent survey of usage. • Need to obtain a quote for expanding parking area in church car park, even though there's no budget for it. Are Highways going to maintain it? • SK has repaired the damaged manhole cover at the entrance to the village car park. • Need to move litter bin from flooded area at church car park.
24/37	ALLOTMENT REPORT To receive and note a report on the Allotments. • Noted that dogs are being allowed to run loose. Clerk to write to chair of the association.
24/38	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground. • Report on RoSPA annual inspection carried out 13 May 2024 circulated to Members • Specification for quotation for repairs, upgrade and brightening up of the area. • ML suggested to start making provision in next year's budget for replacing the playground. Conduct a consultation with members of the public.

24/39	VILLAGE GREEN To consider any matters relating to maintenance and risk management of the village green • Lord of the Manor contacted by the Clerk about tree maintenance but no response received. • Clerk to arrange a meeting with the nominated contractor for a quotation for a maintenance regime at the Wildlife Area and a new price for pond maintenance. • Troughs have been replanted by ML and PB • ML mentioned grass had not been cut on lead in to Matching Road. Review with contractor needed. • Posting round Heath need repair or replacement. • Damage to War memorial plinth needs attention.
24/40	NEIGHBOURHOOD PLAN To consider any matters relating to the Neighbourhood Plan and to receive a report of the meeting on 30 May of the Steering Group • Distribution and collection of Questionnaire is under way, deadline extended to end of June. • Collation of data will be started in June. • Quotation from DAC Planning for assistance was rejected in favour of working with RCCE. • RCCE visit and progress on independent Housing Needs Survey, paused so as not to conflict with own questionnaire. • Progress on reimbursement from UDC for costs is slow. ML will progress with UDC head of finance.
24/41	STANSTED AIRPORT WATCH To receive any updates from Stansted Airport Watch • Confirmed that response had been made by the parish council to the consultation on aircraft flight frequency.
24/42	NEIGHBOURHOOD WATCH To receive any updates from Neighbourhood Watch. • Spate of Range Rover thefts from the Hallingburys. • However, they are not proceeding with employing private security contractors. • HA met with two police officers at Tea on the Heath. • Incidents outside White Horse including a stabbing and a vehicle fire.
24/43	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members. • ML had met at the URC church and approved recruiting for a family liaison officer to look after families and to consider setting up a youth club. Funding has been obtained for three years.
24/44	AGENDA ITEMS FOR NEXT MEETING There were no items requested for the agenda of the next meeting.
24/45	DATE OF NEXT MEETINGS • The next scheduled meeting of the Council will be at 7.30 pm on Wednesday 03 July 2024 • The next meeting of the Planning Committee will be at 3 pm on Monday 24 June 2024

Meeting ended at 20:45.

Invoices for Authorisation to 30 June 2024

Date	Paid to	Description	Pay method	Gross	VAT	Net	vchr	Notes
21/05/2024	Playsafety Ltd	Annual playground inspection	on-line	122.40	20.40	102.00	31	
28/05/2024	Eyelid Productions	New website support	on-line	100.00	-	100.00	32	
30/05/2024	Kings of Essex	VAS unit installation	on-line	914.40	152.40	762.00	33	
31/05/2024	PW May	Grass Cutting	on-line	2,159.21	359.87	1799.34	34	3 x inMay
01/06/2024	Skilled Tech	Website maintenance	on-line	66.53	11.09	55.44	35	
01/06/2024	M Lemon	Trough Plants	on-line	60.00	-	60.00	36	
28/06/2024	R Bowran	Office expenses and admin	on-line	185.20	-	185.20	37	
11/06/2024	Kings of Essex	Car park manhole	on-line	998.40	166.40	832.00	38	
26/06/2024	J Sykes	June salary	on-line	207.66	-	207.66	39	
26/06/2024	S Caller	June salary	on-line	103.77	-	103.77	40	
26/06/2024	J Jackson	June salary	on-line	129.57	-	129.57	41	
26/06/2024	S Taylor	June salary	on-line	129.57	-	129.57	42	
26/06/2024	R Bowran	June salary	on-line	869.40	-	869.40	43	
26/06/2024	HMRC	June tax and NI	on-line	366.17	-	366.17	44	
27/06/2024	PW May	Grass Cutting	on-line	1,799.47	299.91	1499.56	45	3 x in April & June
02/04/2024	EALC	Affiliation Fees	on-line	518.13	-	518.13	46	EALC & NALC
06/06/2023	EALC	H & Safety essentials	on-line	20.40	3.40	17.00	47	
25/06/2024	Oakridge Nurseries	Verge Cutting	on-line	132.00	22.00	110.00	48	
Total				8,882.28	1,035.47	7,846.81		

Cash receipts

Date	From	Description	Amount	vchr

Total **£0.00**

Balance at Bank (after these transactions) **£35,586.97**

Hatfield Heath Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes

25 June 2024 (2024-2025)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
9	Bank charges				72.00		72.00	72.00 (100%)
10	Car Mileage				500.00	209.90	290.10	290.10 (58%)
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	518.13	-18.13	-18.13 (-3%)
18	SLCC Subscription				115.00		115.00	115.00 (100%)
24	Insurance				2,800.00	2,910.42	-110.42	-110.42 (-3%)
25	Elections				2,000.00		2,000.00	2,000.00 (100%)
26	Printing Postage Stationery				200.00	133.28	66.72	66.72 (33%)
28	Training				450.00	182.00	268.00	268.00 (59%)
29	Office Provision				1,000.00	78.00	922.00	922.00 (92%)
48	Other Subscriptions				150.00		150.00	150.00 (100%)
55	Hall Hire				600.00		600.00	600.00 (100%)
62	Misc Expenses							(N/A)
95	Extra Planning Mtgs							(N/A)
96	Extra Consult Mtgs							(N/A)
98	RCCE Subscription					49.75	-49.75	-49.75 (N/A)
SUB TOTAL					8,527.00	4,081.48	4,445.52	4,445.52 (52%)

Allotments

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
6	Rents	440.00	450.00	10.00				10.00 (2%)
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		200.00	200.00 (100%)
SUB TOTAL		440.00	450.00	10.00	1,450.00		1,450.00	1,460.00 (77%)

Amenities

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
34	Street Furniture				750.00	60.00	690.00	690.00 (92%)
40	Grants				2,500.00		2,500.00	2,500.00 (100%)
41	Wildlife Area				3,000.00		3,000.00	3,000.00 (100%)
42	Green Waste Skips				2,500.00		2,500.00	2,500.00 (100%)
45	War Memorial							(N/A)
84	Defibrillator				150.00		150.00	150.00 (100%)
SUB TOTAL					8,900.00	60.00	8,840.00	8,840.00 (99%)

Audit

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
								+/- Under/over spend

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

25 June 2024 (2024-2025)

4 Internal Audit	200.00	85.00	115.00	115.00 (57%)
5 External Audit	299.00		299.00	299.00 (100%)
SUB TOTAL	499.00	85.00	414.00	414.00 (82%)

Car Parks

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21 Village car park incl CCTV				500.00	832.00	-332.00	-332.00 (-66%)
22 Church car park							(N/A)
SUB TOTAL				500.00	832.00	-332.00	-332.00 (-66%)

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%)
SUB TOTAL	1,500.00		-1,500.00	549.00		549.00	-951.00 (-46%)

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				750.00	762.00	-12.00	-12.00 (-1%)
50 Consultancy							(N/A)
SUB TOTAL				750.00	762.00	-12.00	-12.00 (-1%)

Information Technology

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2 Web-site				250.00	366.30	-116.30	-116.30 (-46%)
31 IT Repairs and Software				250.00		250.00	250.00 (100%)
32 IT Equipment							(N/A)
53 Zoom Subscriptions				150.00		150.00	150.00 (100%)
91 PC protection					74.99	-74.99	-74.99 (N/A)
93 IT Support							(N/A)
99 Mapping					100.00	-100.00	-100.00 (N/A)
SUB TOTAL				650.00	541.29	108.71	108.71 (16%)

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

25 June 2024 (2024-2025)

Litter Picking

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38	Litter Picking PPE				249.00		249.00	249.00 (100%)
SUB TOTAL					249.00		249.00	249.00 (100%)

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		2,000.00	2,000.00 (100%)
81	Printing				1,000.00	910.17	89.83	89.83 (8%)
82	UDC Support	6,000.00		-6,000.00				-6,000.00 (-100%)
89	NP Secretariat				500.00	385.00	115.00	115.00 (23%)
100	Assets					229.10	-229.10	-229.10 (N/A)
SUB TOTAL		6,000.00		-6,000.00	6,500.00	1,524.27	4,975.73	-1,024.27 (-8%)

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%)
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					1,400.00		1,400.00	1,400.00 (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		4,775.43	4,775.43				4,775.43 (N/A)

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

25 June 2024 (2024-2025)

SUB TOTAL	4,775.43	4,775.43	4,775.43 (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	102.00	898.00	898.00 (89%)
46 Play Area				500.00		500.00	500.00 (100%)
SUB TOTAL				1,500.00	102.00	1,398.00	1,398.00 (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	46,750.00	23,375.00	-23,375.00				-23,375.00 (-50%)
SUB TOTAL	46,750.00	23,375.00	-23,375.00				-23,375.00 (-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	1,739.00	8,179.00	8,179.00 (82%)
51 HMRC				3,014.00	1,464.88	1,549.12	1,549.12 (51%)
52 Litter Pickers				6,683.00	1,632.92	5,050.08	5,050.08 (75%)
SUB TOTAL				19,615.00	4,836.80	14,778.20	14,778.20 (75%)

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

25 June 2024 (2024-2025)

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	4,598.46	1,901.54	1,901.54 (29%)
15	Repairs & Maintenance				500.00		500.00	500.00 (100%)
36	ECC Rural Verges	2,265.00		-2,265.00	2,430.00		2,430.00	165.00 (3%)
43	Rural Verges					110.00	-110.00	-110.00 (N/A)
67	Heath Posting				500.00		500.00	500.00 (100%)
85	Pond Maintenance				750.00		750.00	750.00 (100%)
92	tree work				250.00		250.00	250.00 (100%)
94	Footpaths							(N/A)
97	Litter Bins				500.00		500.00	500.00 (100%)
SUB TOTAL		2,265.00		-2,265.00	11,430.00	4,708.46	6,721.54	4,456.54 (32%)

Summary

NET TOTAL	57,071.00	28,600.43	-28,470.57	62,743.00	17,533.30	45,209.70	16,739.13 (13%)
V.A.T.					1,668.83		
GROSS TOTAL		28,600.43			19,202.13		

Memorandum from the Clerk

To: All Councillors

Subject: Clerk's Report

Date: 28 June 2024

Summary of main items of activity:

- Prepared agendas and minutes for meetings (council and planning)
- Prepared agenda and notes for Neighbourhood Plan Steering Group
- Carried out normal monthly administration tasks
- Renewed insurance cover for 2024-25
- Met with contractor for Wildlife Area and Ponds

Current Actions

- Confirmed cover for Heath Festival at no extra cost to council
- Arranged for extra verge cut leading to Matching Road

Future Actions

- Review Litter Picking contracts (with NR)
- Purchase litter bin for cricket pavilion
- Participation in parishes liaison meetings
- Mallyons Fairground booked. 09 Sept arrive, Open 13, 14 & 15 Sept