

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 02 October 2024** to transact the business set out in the agenda below.

Parish Clerk
27 September 2024

AGENDA

Welcome by the Chairman

24/108	APOLOGIES FOR ABSENCE To receive any apologies for absence
24/109	COMMUNITY FIRST RESPONDERS To receive a presentation by Mr Ross Leary, Bishops Stortford CFR Team, on the work and role of Community First Responders.
24/110	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members.
24/111	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
24/112 	MINUTES OF MEETING To approve the minutes of the meeting of 04 September 2024 (M05) To discuss any matters arising from the minutes not included elsewhere on the agenda.
24/113	PLANNING COMMITTEE To note the meeting of the Planning Committee scheduled for 26 September was cancelled, there being no plans to consider.
24/114	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors.

24/115  	FINANCIAL REPORT Approval of Expenditure. To note items of expenditure in September 2024 as approved by the Finance committee Management Accounts To note management accounts for the six months to September 2024
24/116 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received.
24/117	KEY TASK MONITOR To review and update the Key Task Monitor from the Forum meeting in September.
24/118	HIGHWAYS MATTERS To consider any matters relating to Highways • Report on the state of hedges and footways next to highways on Sheering Road and Sawbridgeworth Road.
24/119	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management and village car parks. • Report of ANPR record to the police
24/120	ALLOTMENT REPORT To receive and note a report on the Allotments.
24/121	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground. • Maintenance contractor identified for quote on specific repairs.
24/122	VILLAGE GREEN To consider any matters relating to maintenance and risk management of the village green • Response from Lord of the Manor, having been advised that tree maintenance would commence by the end of July.
24/123	NEIGHBOURHOOD PLAN To consider any matters relating to the Neighbourhood Plan and to receive a report of the meeting on 19 September of the Steering Group
24/124	STANSTED AIRPORT WATCH To receive any updates from Stansted Airport Watch
24/125	NEIGHBOURHOOD WATCH To receive any updates from Neighbourhood Watch.
24/126	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members. • Interparish liaison meeting held on 02 October. NR and the Clerk in attendance.

24/127	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
24/128	DATE OF NEXT MEETINGS • The next scheduled meeting of the Council will be at 7.30 pm on Wednesday 06 November 2024 • The next meeting of the Planning Committee will be at 3 pm on Thursday 31 October 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 04 September 2024

Present:

Cllr C Overton (CO)	Cllr N Champion (NC)	Cllr N Robley (NR)
Cllr P Brown (PB)	Cllr M Lemon (ML)	Cllr S Saban (SS)
Cty Cllr S Barker (SB) 19:30-19:45		Cllr H Allen (HA)
1 member of the public	In attendance:	R Bowran – Parish Clerk

Welcome by Cllr Champion – Vice-chair.

24/88	APOLOGIES FOR ABSENCE Received from Cllr King – on holiday and Cllr Bissell.
24/89	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members.
24/90	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 commented on the state of the Sawbridgeworth Road footway. <i>Clerk to report this to Highways.</i> A member of the public asked if the outcome of the feasibility study for new roundabouts would be shared with the council. <i>NR replied that the council had asked for this to happen.</i> A member of the public asked about EV charging points for the Heath. <i>Clerk said it was an agenda item for discussion this evening.</i>
24/93.1	REPORT FROM COUNTY COUNCILLOR Cty Cllr Susan Barker reported: • She had been calling on homes and was approached about parking in West Hayes and approached to ask the council to provide play equipment for teenagers. • Stortford Road drainage works are due to start but no activity seen yet. Some confusion as to the works.
24/91	MINUTES OF MEETING Resolved: To approve the minutes of the meeting of 07 August 2024 (M04) There were no matters arising from the minutes.
24/92	PLANNING COMMITTEE Noted: The draft minutes of the meeting of the Planning Committee held on 29 August 2024 (P02) APPLICATIONS RECEIVED FOR CONSIDERATION • <u>Non-Material Amendment to UTT/23/3207/HHF - Reducing size of cart lodge and amending location.</u> Willoways Dunmow Road Hatfield Heath CM22 7EE Ref. No: UTT/24/2125/NMA HHPC make no comment.

- Proposed Certificate of Lawfulness for single storey rear extension consisting of a loft conversion with rear dormer and 2 no. rooflights at the front as well as a front enclosed porch

2 St Georges Cottages Stortford Road * Hatfield Heath CM22 7AW

Ref. No: UTT/24/2041/CLP | HHPC Comment: Objection. Not in keeping with surrounding area, overdevelopment of the site.

(*Clerk's note: This is actually in Ardley End!)

- Demolition of existing stables and erection of 1 bungalow and cart lodge.

Stables To the East of Dunmow Road Hatfield Heath

Ref. No: UTT/24/2162/FUL | HHPC Comment: Objection. Location is on agricultural land, it is outside the village envelope, not on the same footprint as existing structure.

DECISIONS MADE BY THE LPA FOR NOTING

- New external door to main barn - new position further to UTT/21/3178/LB.

Oak Tree Barn Sheering Road Hatfield Heath CM22 7LL

Ref. No: UTT/24/1482/LB | Status: **Approved**

- Proposed demolition of existing dwelling and erection of new self-build detached dwelling and detached garage.

Mandal Chelmsford Road Hatfield Heath CM22 7BG

Ref. No: UTT/24/1176/FUL | Status: **Refused**

DECISIONS MADE BY THE LPA FOR NOTING

- New external door to main barn - new position further to UTT/21/3178/LB.

Oak Tree Barn Sheering Road Hatfield Heath CM22 7LL

Ref. No: UTT/24/1482/LB | Status: **Approved**

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Mandal Chelmsford Road Hatfield Heath CM22 7BG

Ref. No: UTT/24/1176/FUL | Status: **Refused**

PLANNING APPEALS

Ref: APP/C1570/W/24/3348212.

Hatfield Grange Cottage, Sparrows Lane. Application UTT/24/0233/OP was refused by UDC.

ENFORCEMENT NOTICES

Ref: INV/24/0133/C

Gladwyns Sheering Road Hatfield Heath

Alleged Breach: New barn constructed (UTT/24/1298/CLP refused)

Ref: INV/24/0150/C

Land South of Oakhanger Friars Lane Hatfield Heath

Alleged Breach: Unauthorised hardstanding - creating a road

To consider the recommendation of the Planning Committee for the council's response to the consultation on Local Plan Regulation 19.

Agreed: To support the Local Plan, but to highlight a caveat that says it is not deliverable without attention to wider infrastructure issues.

24/93	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors. • Dist Cllr Lemon had nothing additional to report
24/94	FINANCIAL REPORT Approval of Expenditure. Noted: Items of expenditure in August 2024 as approved by the Finance committee Management Accounts Noted: Management accounts for the five months to August 2024 Budget 2025-26 Members were asked to consider items of expenditure that they would like to be included in the draft budget. Audit 2023/24 Clerk reported that the External Audit had been signed off by PKF Littlejohn with a clean outcome. Clerk was thanked.
24/95	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received. In addition: • Invitation to attend a commemorative service on 22 September in Blackmore. SS will attend with a wreath.
24/96	KEY TASK MONITOR To review and update the Key Task Monitor from the Forum meeting on 10 August 2024. Main issues: • Mobility scooter having difficulties on footway on Sheering Road because of encroaching vegetation. • More issues with eScooters in Broomfields and the Ardley Crescent area. Illegality to be highlighted in a village magazine article. • CooP slip road, lines are worn out, obstructive parking at entrances. Clerk to contact Parking Partnership for action. • Complaints about litter. NR and Clerk will review whole regime. • Demand for a bench in the playground. ML to investigate grants from UDC. • Seek a First Responder. Clerk to contact the one who serves the area. • Complaint about weeds in the car park. Clerk said it had been dealt with. • Complaint about church car park surfacing. SB is investigating. • Complaint about village website. Clerk is instigating a new one.
24/97	HIGHWAYS MATTERS To consider any matters relating to Highways • To report Essex Highways upgraded on-line reporting system. • Discussed an Essex CC request for potential installation locations for EV charging points in the village. Possibilities include: ○ Village car park, but too busy as it is, Village Hall, needs to be discussed with management committee; Wagon Mead, discuss with UDC and housing association; Moat field and Ardley Crescent.
24/98	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management and village car parks. • Abandoned car in Broomfields, ML to report to UDC for removal • Request from police for CCTV footage of car park on 18 August

24/99	ALLOTMENT REPORT There was nothing to report on the Allotments.
24/100	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground. • Maintenance contractor identified for quote on specific repairs. • Clearance of nettles needed.
24/101	VILLAGE GREEN To consider any matters relating to maintenance and risk management of the village green • Clerk had written to the Lord of the Manor concerning tree maintenance. Since no response had been received it was suggested that the council should advise the LoM that it would carry out the work and seek reimbursement. • Verge in front of ML's house still not been cut. This is in PW May's contract for cutting by the end of September. • Mallyons Fair would be operating on the Heath on 13, 14 & 15 September, consent given to them pulling on the previous Sunday.
24/102	NEIGHBOURHOOD PLAN To consider any matters relating to the Neighbourhood Plan and to receive a report of the meeting on 22 August of the Steering Group. Supplementary questionnaires will be hand delivered to businesses. Interpretation of data collected is being undertaken. Independent Housing Needs Survey will be carried out. Next meeting of the Steering Committee is on 19 September.
24/103	STANSTED AIRPORT WATCH There were no updates from Stansted Airport Watch
24/104	NEIGHBOURHOOD WATCH To receive any updates from Neighbourhood Watch. • Noted that a substantial speeding fine had been levied on a motorist in Flitch Green.
24/105	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members. • NR and the Clerk had attended a UDC Local Plan pre-consultation briefing.
24/106	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. • Report on the state of hedges and footways next to highways on Sheering Road and Sawbridgeworth Road.
24/107	DATE OF NEXT MEETINGS • The next scheduled meeting of the Council will be at 7.30 pm on Wednesday 02 October 2024 • The next meeting of the Planning Committee will be at 3 pm on Thursday 26 September 2024

Meeting closed at 20:40.

Invoices for Authorisation to 27 September 2024

Date	Paid to	Description	Pay method	Gross	VAT	Net	vchr	Notes
29/08/2024	PW May	Grass Cutting	on-line	1,559.47	259.91	1299.56	70	
03/09/2024	PKF Littlejohn	External audit	on-line	378.00	63.00	315.00	71	
17/09/2024	Securecom	CCTV maintenance	on-line	720.00	120.00	600.00	72	
21/09/2024	PW May	Flailing	on-line	300.00	50.00	250.00	73	
07/09/2024	Skilled Tech	Website maintenance	on-line	66.53	11.09	55.44	74	
22/09/2024	Fish Inn	Car park electricity	on-line	186.05	-	186.05	75	
26/09/2024	R Bowran	Office expenses	on-line	177.30	-	177.30	76	
26/09/2024	R Bowran	September salary	on-line	869.60	-	869.60	77	
26/09/2024	S Caller	September salary	on-line	103.57	-	103.57	78	
26/09/2024	J Sykes	September salary	on-line	207.33	-	207.33	79	
26/09/2024	S Taylor	September salary	on-line	129.57	-	129.57	80	
26/09/2024	J Jackson	September salary	on-line	103.57	-	103.57	81	
26/09/2024	HMRC	September tax & NI	on-line	366.37	-	366.37	82	
30/09/2024	Unity Trust Bank	Quarterly charges	on-line	18.00	-	18.00	83	
Total				5,185.36	504.00	4,681.36		

Cash receipts

Date	From	Description	Amount	vchr
25/09/2024	Mallyons	Fairground Rent September 24	£700.00	R5
26/09/2024	UDC	Precept Tranche #2	£23,375.00	R6

Total **£24,075.00**

Balance at Bank (after these transactions) **£44,843.26**

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

27 September 2024 (2024-2025)

Administration

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
9	Bank charges				72.00	18.00	54.00	54.00 (75%)
10	Car Mileage				500.00	369.10	130.90	130.90 (26%)
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	156.00	844.00	844.00 (84%)
48	Other Subscriptions				150.00		150.00	150.00 (100%)
55	Hall Hire				600.00	144.00	456.00	456.00 (76%)
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	4,480.68	4,046.32	4,046.32 (47%)

Allotments

Code	Title	Receipts			Payments			Net Position +/- Under/over spend
		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 +/- Under/over spend
		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	4,480.00	-1,480.00	-1,480.00 (-49%)
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	4,540.00	4,360.00	4,360.00 (48%)

Audit

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

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

27 September 2024 (2024-2025)

4 Internal Audit	200.00	85.00	115.00	115.00 (57%)
5 External Audit	299.00	315.00	-16.00	-16.00 (-5%)
SUB TOTAL	499.00	400.00	99.00	99.00 (19%)

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	1,858.05	-1,358.05	-1,358.05 (-271%)
22	Church car park							(N/A)
SUB TOTAL					500.00	1,858.05	-1,358.05	-1,358.05 (-271%)

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	700.00	-800.00				-800.00 (-53%)
SUB TOTAL		1,500.00	700.00	-800.00	549.00		549.00	-251.00 (-12%)

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	532.62	-282.62	-282.62 (-113%)
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	707.61	-57.61	-57.61 (-8%)

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

27 September 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	70.00	1,930.00	1,930.00 (96%)
81	Printing				1,000.00	910.17	89.83	89.83 (8%)
82	UDC Support	6,000.00	1,809.00	-4,191.00				-4,191.00 (-69%)
89	NP Secretariat				500.00	645.00	-145.00	-145.00 (-29%)
100	Assets					229.10	-229.10	-229.10 (N/A)
SUB TOTAL		6,000.00	1,809.00	-4,191.00	6,500.00	1,854.27	4,645.73	454.73 (3%)

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

27 September 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	46,750.00					(0%)
SUB TOTAL		46,750.00	46,750.00					(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	5,216.80	4,701.20	4,701.20 (47%)
51	HMRC				3,014.00	2,197.82	816.18	816.18 (27%)
52	Litter Pickers				6,683.00	3,265.44	3,417.56	3,417.56 (51%)
SUB TOTAL					19,615.00	10,680.06	8,934.94	8,934.94 (45%)

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

27 September 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 +/- Under/over spend
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	
13	Grass cutting				6,500.00	7,447.59	-947.59	-947.59 (-14%)
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	7,557.59	3,872.41	1,607.41 (11%)

Summary

NET TOTAL	57,071.00	54,484.43	-2,586.57	62,743.00	32,942.26	29,800.74	27,214.17 (22%)
V.A.T.					3,398.93		
GROSS TOTAL		54,484.43			36,341.19		

Memorandum from the Clerk

To: All Councillors

Subject: Clerk's Report

Date: 27 September 2024

Summary of main items of activity:

- Prepared agendas and minutes for meetings
- Prepared agenda and notes for Neighbourhood Plan Steering Group
- Carried out normal monthly administration tasks .
- Response to police with ANPR report re: Coop robbery
- Liaise with Community First Responder Team
- Liaise with PC Quinn, Community Police Officer

Correspondence

- E-mail to agent for Lord of the Manor re: tree work.
- Resident complaint about inappropriate care of wildlife area.
- Note from Michael Hockley advising he had cleared fly tipping from Barkers Lane
- Invitation to parish briefing by UDC on 07 October
- Invitation by Kompan to outdoor gym seminar on 08 October at Hatfield Peveril
- Advised vacancy at Moat Fields
- Appeal for funding from Essex & Herts Air Ambulance
- Advice from Essex Highways that they had identified a problem in Cox Ley

Future Actions

- Review Litter Picking contracts (with NR)
- Purchase litter bin for cricket pavilion
- Attend inter parish liaison meeting on 02 October