

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 04 November 2024** to transact the business set out in the agenda below.

Handwritten signature of Richard Bowran in black ink.

Parish Clerk
01 November 2024

AGENDA

Welcome by the Chairman

24/129	APOLOGIES FOR ABSENCE To receive any apologies for absence
24/130	COMMUNITY FIRST RESPONDERS To receive a presentation by Mr Ross Leary, Bishops Stortford CFR Team, on the work and role of Community First Responders.
24/131	DECLARATIONS OF PECUNIARY INTEREST To receive any Declarations of Pecuniary Interest by Members.
24/132	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
24/133 	MINUTES OF MEETING To approve the minutes of the meeting of 02 October 2024 (M06) To discuss any matters arising from the minutes not included elsewhere on the agenda.
24/134 	FINANCE COMMITTEE To note the meeting of the Finance Cttee held on 23 Oct 2004 (F01). For guidance in setting a budget for 2025-26, to discuss the provision of a village Handyman/Ranger.
24/135 	PLANNING COMMITTEE To note the meeting of the Planning Cttee held on 31 Oct 2004 (P03).

24/136	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors.
24/137  	FINANCIAL REPORT Approval of Expenditure. To note items of expenditure in October 2024 as approved by the Finance committee Management Accounts To note management accounts for the seven months to October 2024
24/138 	GRANTS • RBL Appeal £100 • Cricket Club grass £350 • Holy Trinity church grass £400 • URC church grass £400 • Football Club grass £350 To invite discretionary Grants for 2024-25
24/139 	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received.
24/140	KEY TASK MONITOR To review and update the Key Task Monitor from the Forum meeting on 12 October 2024.
24/141	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.
24/142	ALLOTMENT REPORT To receive and note a report on the Allotments.
24/143	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground. • Maintenance contractor identified for quote on specific repairs.
24/144	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.
24/145	COMMUNITY LIAISON To discuss liaison with Hatfield Heath Primary School, who have indicated their wish to have involvement with village activities.

24/146	NEIGHBOURHOOD PLAN To consider any matters relating to the Neighbourhood Plan and to receive a report of the meeting on 24 Ocxtober of the Steering Group
24/147	STANSTED AIRPORT WATCH To receive any updates from Stansted Airport Watch
24/148	NEIGHBOURHOOD WATCH To receive any updates from Neighbourhood Watch.
24/149	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members.
24/150	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
24/151	DATE OF NEXT MEETINGS • The next scheduled meeting of the Council will be at 7.30 pm on Wednesday 04 December 2024 • The next meeting of the Finance Committee will be at 3 pm on Thursday 07 November 2024 • The next meeting of the Planning Committee will be at 3 pm on Thursday 18 November 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 M Bissell (MB)
Cllr P Brown (PB)
Cty Cllr S Barker (SB) 19:30-19:45
PC Andrew Quinn 19:30-19:40
Chris Vince MP

Cllr N Champion (NC)
Cllr M Lemon (ML)
Cllr S King (SK)

Cllr N Robley (NR)
Cllr S Saban (SS)
Cllr H Allen (HA)

In attendance: R Bowran – Parish Clerk

Welcome by the Chair and especially to Chris Vince MP and PC Andrew Quinn.

24/111.1	PUBLIC PARTICIPATION PC Andrew Quinn introduced himself as our Community PC. Invited emails direct to him with local issues. Main incidents are theft of machinery and hare coursing. Four individuals arrested for theft from Coop. More speed checks are pending. Chris Vince MP introduced himself as our new Member of Parliament. Empathised with the lack of attention to local councils. Invited people to email him with local issues. Cty Cllr Susan Barker said she'd seen the Pond Lane pot hole had been fixed. Contractors now working on flooding issue on Stortford Road. Call for more road and footway issues to be reported to her. Chris Vince will follow up the vegetation issues on Sheering Road.
24/108	APOLOGIES FOR ABSENCE Received and accepted; Cllr Overton - unwell
24/110	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members.
24/111.2	PUBLIC PARTICIPATION There were no other members of the public present.
24/112	MINUTES OF MEETING Resolved: To approve the minutes of the meeting of 04 September 2024 (M05)
24/109	COMMUNITY FIRST RESPONDERS Mr Ross Leary, Bishops Stortford CFR Team, was unable to attend due to a medical call out, and his presentation on the work and role of Community First Responders will be held over to the November meeting.
24/113	PLANNING COMMITTEE Noted: That the meeting of the Planning Committee scheduled for 26 September was cancelled, there being no plans to consider. Decisions made in September by the LPA. • <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 Status: Approved

	• <u>Proposed works to trees T16-T20 as per submitted tree survey</u> Street Record Dunmow Road Hatfield Heath Ref. No: UTT/24/1940/TPO Status: Allowed • <u>Demolition of existing rear extension, side extension, link & outbuilding, erection of a single storey side/rear extensions and enlargement of two existing rear dormers</u> Maple Cottage 1 Foxglove Farm Dunmow Road H Heath CM22 7BL Ref. No: UTT/24/1856/HHF Status: Refused • <u>Extension of garage front of dwelling and erection of front boundary wall.</u> Salamanca Chelmsford Road Hatfield Heath Essex CM22 7BD Ref. No: UTT/24/1716/HHF Status: Approved
24/114	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS There were no other reports from County and District Councillors not covered elsewhere in the meeting.
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. • Response to complaint about the care of the wild life area to be shared with all Member before a response is sent.
24/117	KEY TASK MONITOR To review and update the Key Task Monitor from the Forum meeting in September. • RBL events • Accident at Sawbridgeworth Road cut through • Commemoration event for new Memorial bench • Overhanging trees inhibiting grass cutting. • Weeds growing again in the village car park • Need for a village handyman • Posting repairs are becoming urgent.
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. • There are five issues outstanding waiting for response from Highways. • Data collection now needed from ElanCity speed signs.
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 • Need a week's worth of traffic data to determine habitual parkers who are not from the village.

24/120	ALLOTMENT REPORT To receive and note a report on the Allotments. • 3 plots issued to new tenants; • 2 plots are overgrown, needs to be addressed by allotment committee. • Committee should enter contact details in the village magazine.
24/121	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground. • Maintenance contractor identified for quote on specific repairs. • Weekly inspection reports need to be re-established.
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. • Some work carried out on Dunmow Road, but none on the Heath, ML will contact LoM's agent again • SS has a contact who can help with possible repairs to the War Memorial • Memorial on Chelmsford Road is deteriorating, possibility of preserving it by locating it elsewhere. • Agreed that MB will get a quote for a rooted Christmas tree for the usual location. • Need to rationalise contractors who work on the village green. Investigating the possibility of having a village ranger.
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. Statistical analysis is being carried out on original household Questionnaires. Business Questionnaire due to be distributed to around 100 businesses. A Questionnaire to social and community groups is now being constructed.
24/124	STANSTED AIRPORT WATCH To receive any updates from Stansted Airport Watch, noted that this group is being de-escalated • Emirates have invested £\$m on a new reception lounge. • Suggested that we ask a representative from the airport to talk about noise and pollution issues.
24/125	NEIGHBOURHOOD WATCH To receive any updates from Neighbourhood Watch. • Noted another car crime in Matching Road • Neighbourhood Watch article in Magazine was well received and another one will be prepared for November issue.
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. Most issues relate to Highways and cross border problems with education for example. A working party will be established to examine traffic issues.

24/127	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. • Report on grants made and applications received • Roadside verges • Village Handyman
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

Meeting closed at 20:55.

HATFIELD HEATH PARISH COUNCIL

Minutes of the Finance Committee of the Parish Council held at URC Hall, Hatfield Heath at 14:00 on Wednesday 23 October 2024

Present:

Cllr N Robley (NR)

Cllr M Lemon (ML)

Cllr S Saban (SS)

In attendance:

R Bowran – Parish Clerk

F 24/01	ELECTION OF CHAIRMAN & VICE CHAIRMAN Cllr Robley elected as chairman of the committee for the civic year 2024-25 <i>[prop Cllr Lemon; secd Cllr Saban]</i> Cllr Champion elected vice-chairman of the cttee for the civic year 2024-25 <i>[prop Cllr Saban; secd Cllr Robley]</i>
F 24/02	APOLOGIES FOR ABSENCE Received from Cllr Bissell and Cllr Allen, both unwell.
F 24/03	DECLARATIONS OF PECUNIARY INTEREST Declarations of Pecuniary Interest by Members are not required for a Budget discussion
F 24/04	PUBLIC PARTICIPATION Members of the public were not invited to attend this preliminary discussion.
F 24/05	MINUTES OF MEETING Resolved: To approve the minutes of the Finance Committee meeting held on 24 March 2024 (F03)
F 24/06	BUDGET 2025-26 To receive and discuss the draft Budgets for 2025-26. Two principal scenarios were discussed. The adopted budget will depend on some policy decisions that will be made by council. Revised drafts and commentary will be prepared for scrutiny by the Finance Committee.
F 24/07	DATE OF NEXT MEETING The next meeting will be scheduled when it is required.

Meeting ended at 15:45

HATFIELD HEATH PARISH COUNCIL

Minutes of the Planning Committee Meeting held at 15:00 on Thursday 31 October 2024 in the URC Hall

Present:

Cllr S Saban (SS)

Cllr M Bissell (MB)

Cllr N Robley (NR)

Cllr N Champion (NC)

In attendance:

R Bowran – Parish Clerk

P24/19	APOLOGIES FOR ABSENCE There were no apologies for absence
P24/20	DECLARATIONS OF PECUNIARY INTEREST There were no Declarations of Pecuniary Interest by Members
P24/21	PUBLIC PARTICIPATION There were no members of the public present.
P24/22	MINUTES Resolved: To approve the minutes of the Planning Committee meetings held on 29 August 2024 (P02)
P24/23	PLANNING MATTERS APPLICATIONS RECEIVED FOR CONSIDERATION <u>Double side extension, double rear extension & change of existing roof.</u> Trefreock Stortford Road Hatfield Heath Essex Ref. No: UTT/24/2702/HHF HHPC Comment: No Objection. <u>Erection of 1 no. self-build detached dwelling</u> Land At High Pastures Stortford Road Hatfield Heath Essex Ref. No: UTT/24/2597/FUL HHPC Comment: Objection. The application relies on the consent given in application UTT/1689/02/FUL. However, condition C.90C specifically restricts the use of the development unless agreed otherwise by the LPA. The application appears contrary to Policies S1 and S3 of the adopted local plan. The application is outside the village development limits and is on Metropolitan Green Belt. The application would require change of use from agricultural to residential, this has not been sought. DECISIONS MADE BY THE LPA FOR NOTING There were no decisions recorded for the month PLANNING APPEALS No new appeals received

	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 NR and the Clerk will attend a briefing on Enforcement by UDC on 27 November.
P24/24	UDC LOCAL PLAN Noted: That a response had been made to the Regulation 19 consultation by 14 October in line with the recommendation made by the planning committee at Minute 24/15.
P24/25	NEIGHBOURHOOD PLAN To consider any matters relating to the Neighbourhood Plan. NR reported on the meeting of the Steering Group held on 24 October and said progress was being made. NR and the Clerk will attend an RCCE seminar on 12 December.
P24/26	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting.
P24/27	DATE OF NEXT MEETING The next scheduled meeting is on Thursday 28 November 2024.

Meeting ended at 15:35

Invoices for Authorisation to 30 October 2024

Date	Paid to	Description	Pay method	Gross	VAT	Net	vchr	Notes
30/09/2024	Footprint	N Plan Questionnaires	on-line	74.40	12.40	62.00	84	
01/10/2024	Skilled Tech	Web site maintenance	on-line	66.53	11.09	55.44	85	
07/10/2024	AE Hockley	Barkers lane maintenance	on-line	330.00	55.00	275.00	86	
09/10/2024	Amazon	2nd class postage stamps	on-line	55.25	-	55.25	87	
11/10/2024	Uttlesford DC	Garden Waste 2023-24	on-line	3,100.00	-	3,100.00	88	
23/10/2024	PW May	Grass Cutting	on-line	1,559.48	259.91	1,299.57	89	
25/10/2024	R Bowran	Office and mileage	on-line	194.40	-	194.40	90	
29/10/2024	J Jackson	October salary	on-line	106.77	-	106.77	91	
29/10/2024	J Taylor	October salary	on-line	129.57	-	129.57	92	
29/10/2024	J Sykes	October salary	on-line	207.33	-	207.33	93	
29/10/2024	S Caller	October salary	on-line	103.77	-	103.77	94	
29/10/2024	R Bowran	October salary	on-line	869.40	-	869.40	95	
29/10/2024	HMRC	October Tax & NI	on-line	366.17	-	366.17	96	
31/10/2024	Unity Trust Bank	Monthly Fee	on-line	5.40	-	5.40	97	
Total				7,168.47	338.40	6,830.07		

Cash receipts

Date	From	Description	Amount	vchr

Total **£0.00**

Balance at Bank (after these transactions) **£37,674.78**

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

1 November 2024 (2024-2025)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Bank charges				72.00	23.40	48.60	48.60 (67%)
10	Car Mileage				500.00	437.50	62.50	62.50 (12%)
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	188.53	11.47	11.47 (5%)
28	Training				450.00	182.00	268.00	268.00 (59%)
29	Office Provision				1,000.00	182.00	818.00	818.00 (81%)
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	4,635.73	3,891.27	3,891.27 (45%)

Allotments

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
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	+/- Under/over spend
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	3,180.00	-680.00	-680.00 (-27%)
45	War Memorial							(N/A)
84	Defibrillator				150.00		150.00	150.00 (100%)
SUB TOTAL					8,900.00	7,720.00	1,180.00	1,180.00 (13%)

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

1 November 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				650.00		650.00	650.00 (100%)
35 Fairs	700.00	700.00					(0%)
SUB TOTAL	700.00	700.00		949.00		949.00	949.00 (57%)

Highways

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
19 Repairs and Maintenance					275.00	-275.00	-275.00 (N/A)
20 Vehicle Activated Sign				1,000.00	762.00	238.00	238.00 (23%)
50 Consultancy							(N/A)
SUB TOTAL				1,000.00	1,037.00	-37.00	-37.00 (-3%)

Information Technology

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2 Web-site				250.00	588.06	-338.06	-338.06 (-135%)
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	763.05	-113.05	-113.05 (-17%)

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

1 November 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	972.17	27.83	27.83 (2%)
82 UDC Support	6,000.00	1,809.00	-4,191.00				-4,191.00 (-69%)
89 NP Secretariat				500.00	745.00	-245.00	-245.00 (-49%)
100 Assets					229.10	-229.10	-229.10 (N/A)
SUB TOTAL	6,000.00	1,809.00	-4,191.00	6,500.00	2,016.27	4,483.73	292.73 (2%)

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

1 November 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	6,086.20	3,831.80	3,831.80 (38%)
51 HMRC				3,014.00	2,563.99	450.01	450.01 (14%)
52 Litter Pickers				6,683.00	3,809.88	2,873.12	2,873.12 (42%)
SUB TOTAL				19,615.00	12,460.07	7,154.93	7,154.93 (36%)

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 November 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	8,747.15	-2,247.15	-2,247.15 (-34%)
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	8,857.15	2,572.85	307.85 (2%)

Summary

NET TOTAL	56,271.00	54,484.43	-1,786.57	63,393.00	39,849.32	23,543.68	21,757.11 (18%)
V.A.T.					3,737.34		
GROSS TOTAL		54,484.43			43,586.66		

Memorandum from the Clerk

To: All Councillors

Subject: Clerk's Report

Date: 31 October 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
- Prepared Draft Budget for 2025-26 and briefed Finance Committee

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 low stocks of winter salt
- Invitation to parish briefing by UDC on 07 October

Future Actions

- Review Litter Picking contracts (with NR)
- Purchase litter bin for cricket pavilion
- Attend inter parish liaison meeting on 20 November
- Attend Enforcement briefing by UDC on 27 November
- Attend RCCE N Plan briefing on 12 December