

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, 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 06 August 2025** to transact the business set out in the agenda below.

Parish Clerk
01 August 2025

AGENDA

Welcome by the Chairman

25/68	APOLOGIES FOR ABSENCE To receive any apologies for absence
25/69	DECLARATIONS OF INTEREST To receive any Declarations of Interest by Members.
25/70	PUBLIC PARTICIPATION To receive and respond to questions from members of the public on matters within the remit of the Parish Council
25/71 	MINUTES OF MEETING To approve the minutes of the meeting of 02 July 2025 (M03) To discuss any matters arising from the minutes not included elsewhere on the agenda.
25/72	PLANNING COMMITTEE To note the Planning Committee met on 06 August. Full details will be included in the minutes of this meeting.
25/73	CASUAL VACANCY As no poll has been called for, the parish council may now co-opt a parishioner to be a member of the council. An item advertising this fact has been placed in the village magazine.
25/74	REPORTS FROM COUNTY AND DISTRICT COUNCILLORS To receive and note reports from County and District Councillors.

25/75   	FINANCIAL REPORT Approval of Expenditure. To note items of expenditure in June 2025 Management Accounts To note Management Accounts for the four months to July 2025. External Audit To note the conclusion of audit for 2024/25. External Auditors have approved the submission with no comment.
25/76	CLERK'S REPORT & CORRESPONDENCE To receive and note Clerk's report and correspondence received. To discuss the scale and scope of the proposed Councillor's Handbook
25/77	KEY TASKS To review the Forum meetings on 14 June and 12 July 2025. Task monitor is attached to this agenda.
25/78	HIGHWAYS MATTERS To consider any matters relating to Highways
25/79	PARKING MANAGEMENT AND CAR PARKS To consider matters relating to parking management and village car parks.
25/80	PLAYGROUND To consider any matters relating to maintenance and risk management of the playground. - Report on first quotation for new play area and visits by two further contractors. - Perimeter fencing to be subject of separate quotations.
25/81	VILLAGE GREEN To consider any matters relating to maintenance and risk management of the village green - New bridge on Heath - Report on the survey of the Heath posts.
25/82	NEIGHBOURHOOD PLAN To consider any matters relating to the Neighbourhood Plan. - Report on progress towards Regulation 14 examination.V - Consider funding support by council - Relationship with UDC
25/83	REPORTS FROM MEMBERS ON MEETINGS ATTENDED To receive and note any additional reports from members.

25/84	AGENDA ITEMS FOR NEXT MEETING To note items for the agenda of the next meeting. Consider the co-option of a parishioner to council
24/85	DATE OF NEXT MEETINGS - The next scheduled meeting of the Council will be at 7.30 pm on Wednesday 06 August 2025 - The next meeting of the Planning Committee will be at 7.00 pm on Wednesday 06 August 2025

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.

Task Monitor

Action	Owner	Update
FOOTPATH REAR UNITED REFORM. It was suggested that in future when a complaint is made, that a photograph be taken of the area/footpath in question.	Clerk	No action needed on FP rear of URC.
ROADSIDE KERBS OUTSIDE OF THE INSTITUTE, VILLAGE HALL AND SCHOOL An email received. The writer apologised for not being able to be present. This is a request for 4 dropped kerbs to be installed.	Clerk	Each location will be subject to an individual planning application. Essex Highways do not have the funding to carry out these works.
LACK OF A PEDESTRIAN CROSSING OUTSIDE OF THE SCHOOL. Concerned grandmother reported to the Reverend and another on the need for a crossing between that leads from the school to the car park behind Holy Trinity. I was asked to bring this item to the Parish Forum. A complaint on Facebook has also encouraged others to complain about the speeding along the Stortford Road. The following question from Chris Radford was sent to Hilary Allen on 12 th July regarding traffic calming methods. "Has the Parish Council any idea what's happening about the non-existent traffic calming measures along the road by the school. It's now worse than ever, the speed of some of the cars through here is diabolical. Every single day now, morning, afternoon, evening, early hours, 80 miles an hour even 10 mins ago. More often than not from the shops past us towards school!!!! The sound as they go past us just a zoom!!!!!! All my hard work in 2020, what a complete waste of my time & the huge effort I put in & now it's even worse Kind regards Chris Radford" Could we answer Chris please	Clerk	To write to the member of the public summarising actions that have been taken, and requests that have been made to Essex Highways. Also to seek opinion on the location for an additional SID. Although perception is that the effectiveness of these is waning without back up enforcement.
RUBBISH BINS OUTSIDE OF THE CRICKET PAVILION. Member of the public asked for news when the new bins would be supplied. A request was made for the contact details of the bin suppliers. It was suggested the Suppliers could be contacted with the offer that the bins could be picked up to speed delivery	Clerk	Bin ordered from Glasdon and are scheduled to be delivered to the member of the public's address within the next few weeks.
ANTI SOCIAL BEHAVIOUR A member of the public reported that dogs are constantly barking during the day and night in Broomfield's/Cox Ley area. Could something be done please?	Clerk	Member of the public should be encouraged to report issue to Environmental Protection Officer at U.
DOG WASTE BIN. It was noted that the bin that was situated on the righthand side of Friars Lane adjacent to Home Field has been removed. A sign has been attached to the post where the bin was situated stating 'do not affix anything to this post'.	Clerk	Two bins ordered from Glasdon and are scheduled to be delivered to Sam King for installation.
NOTIFICATION OF FORUM MEETING IN THE VILLAGE MAGAZINE. Can the Notice be entered once again in the Village Magazine. It was missing in the last edition	Clerk	Notification will be made at the same time as minutes are submitted to the magazine.
POSSIBLE CHANGE OF DURATION AND TITLE OF THE PARISH COUNCIL FORUM MEETINGS. A discussion took place on the necessity of holding the Forum for two hours on the second Saturday of the month. The general thoughts of those present were that one hour would be sufficient. If the Forum became more popular it could then revert to two hours. Also, it was thought a change of name along with vigorous advertising could encourage members of the public to attend.	Council	For decision at council meeting on 06 August.