

Clerk to the Council  
Sarah Gaeta

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27<sup>th</sup> May 2020

**To: Members of Hatfield Peverel Parish Council**

**You are hereby summonsed to attend**

**THE PARISH COUNCIL MEETING TO BE HELD ONLINE VIA MICROSOFT TEAMS  
ON MONDAY 1<sup>ST</sup> JUNE 2020 AT 7.30 PM**

**for the purpose of transacting the following business.**

*SL Gaeta*

Clerk to the Council

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**A G E N D A**

**20/13** Apologies for absence

**20/14** Co-option of new member Heidi Knightbridge on to the Parish Council

**20/15** Minutes of the Parish Council Meeting held on 4<sup>th</sup> May 2020 [to be taken as read and signed as a correct record by the Chairman].

**20/16** Declarations of Interest (existence and nature) with regards to items on the Agenda. Councillors are reminded that the code of conduct that took effect from 1<sup>st</sup> July 2012 provides that should they have a disclosable pecuniary interest in any matter under discussion, they should speak only in the public session, then withdraw from the room and not seek to influence a decision about the matter.

**20/17 Braintree District Councillor Update**

*5 minutes*

**20/18 Public Participation session** with respect to items on the Agenda and other matters that are of mutual interest.

*3 minutes per person; 15 minutes max*

*There will be no physical meeting in line with current government guidelines and therefore all communications will be conducted electronically. Members of the public are requested to send their comments or request access details to the meeting to the Clerk (via email only) by 1pm on Monday 1<sup>st</sup> June. You will then be emailed a link to join the meeting after 6.30pm on the day of the meeting.*

**20/19 Clerk's Report**

*5 minutes*

To receive and note the update on action points from the last meeting.

**20/20 Burial Ground**

*2 minutes*

Report of interments and memorials.

**20/21 Planning***15 minutes*

The following applications to be considered:

**20/00678/HH** – Single-storey rear extension and single-storey front porch extension to form new entrance at 17 Stonepath Drive.

**20/00697/HH** – Erection of a part two-storey, part single-storey rear extension at 41 Baker Avenue.

**20/00737/HH** – Car port building with games room in roof at Waverley, Maldon Road.

**20/00799/HH** – Single-storey rear extension at 2 Baker Avenue.

The following applications to be noted:

**20/00102/TPO** – Tree works to Eucalyptus Tree in rear garden at Marneys, The Green.

**20/22 Finance and General Purposes***15 minutes*

To receive the May budget update.

To discuss and decide how to account for VAT on the 2020/21 invoice for the Fishing Club's rent of the lakes at the Community Park, and on future invoices.

To discuss and decide if permission will be granted to Braintree District Council to install a food and drink carton (tetra-pak) recycling unit in the Village Hall car park, as part of a one year trial.

**20/23 Accounts for Payment***2 minutes*

To agree accounts for payment for May 2020.

**20/24 General Announcements***5 minutes*

*Please direct any questions relating to items on the agenda to the Clerk by 9am on Friday 29<sup>th</sup> May.*

**Date of next Parish Council Meeting – Monday 6<sup>th</sup> July**