

**MINUTES OF THE HATFIELD PEVEREL PARISH COUNCIL MEETING
HELD ON MONDAY 4TH DECEMBER 2023
IN THE VILLAGE HALL AT 7.30PM**

Those present:

Cllr M Weale (Chairman)
Cllr D Broddle
Cllr C Dervish
Cllr M Elliston
Cllr C Greaves
Cllr H Knightbridge
Cllr T Munt
Cllr R Parker
Cllr M Renow
Clerk
10 members of the public

23/164 Apologies for Absence

Apologies were received and accepted from Councillor Wallace.

23/165 Minutes

The Minutes of the Parish Council Meeting held on 6th November 2023 were agreed and signed as a correct record.

23/166 Declarations of Interest

None.

23/167 Essex County Councillor (ECC) Update

Councillor Louis was not present.

23/168 Braintree District Councillor (BDC) Update

Councillor Dervish gave an update on the following:

- Cabinet meeting – funding agreed for non-gas homes – the home upgrade grant. Further information will be available soon.
- Budget being discussed. A 3% increase in council tax is proposed, but to be agreed.
- There are monies left in the Councillor Community Grant fund.

23/169 Public Participation

Two members of the public raised the following:

- Concerns over trees on verges in Crabb's Hill.
- Fallen leaves on Church Road pavements.
- Thanks were offered to all those who sent good wishes to the editors of The Review.

23/170 Clerk's Report

The Clerk's Report was received without comment.

23/171 Finance and General Purposes

- (a) The first draft of the 2024/25 budget was discussed.
- (b) **It was resolved** to adopt the amended Sponsorship Policy to encompass advertising.
- (c) **It was resolved** to agree the 2024 full Parish Council meeting dates.
- (d) **It was resolved** to permit Braintree District Council to operate a tree recycling service in the village hall car park on 13th January 2024 between 8 and 8.30am.

23/172 Traffic

An update on traffic matters was received.

23/173 Heritage

An update was received from the Heritage Warden.

23/174 Neighbourhood Development Plan (NDP)

An update on the NDP review was received.

23/175 Environment

It was resolved to accept the quote of £540.00 from Wallace Arboriculture and Groundcare to carry out tree works to the oak and ash trees at the Strutt Memorial Recreation Ground, close to the entrance/exit to the school grounds.

23/176 Stone Path Meadow

An update on Stone Path Meadow was received.

23/177 Section 106 Funds

- a) **It was resolved** to enter into a five-year Funding Agreement with the Lawn Tennis Association (LTA) for the Smart Access Premium gate system in the sum of £5,500.00.
- b) **It was resolved** to nominate the following times for the operation of the tennis courts, subject to review based on feedback received once the courts are in use:
Winter
Monday – Saturday: first booking 9am; last booking 8pm; closing at 9pm
Sunday: first booking 10am last booking 6pm closing at 7pm
Summer
Monday – Saturday: first booking 9am; last booking 9pm; closing at 10pm
Sunday: first booking 10am; last booking 9pm; closing at 10pm
- c) **It was resolved** to appoint D Driver and Son to carry out improvement works to Footpath 7 at a cost of £4,169.00
- d) **It was resolved** to appoint Ashe Green Civil Engineers to carry out improvement works to Footpath 18 at a cost of £15,602.00
- e) **It was resolved** to approve Ashe Green Civil Engineers to carry out additional works to the path next to Footpath 18 and Laburnum Way at a cost of £3,071.00, subject to Essex County Council's agreement to adopt the footpath going forward and the necessary permissions being granted.

23/178 Communications

- a) **It was resolved** to appoint Janice Fitzpatrick as Communications Officer, starting on Monday 8th January 2024.
- b) **It was resolved** to purchase a laptop for the Communications Officer at a cost of £630.00

23/179 Keith Bigden Memorial Ground

- a) **It was resolved** to approve the Bowling/Croquet Club expansion plans in principle.
- b) **It was resolved** to approve the extension of the licence arrangements, under which the Bowling Club let land to the Maldon Croquet Club, to 15 years, subject to legal expenses being covered by the Bowling/Croquet Club.

23/180 Youth Services

It was resolved to agree the Terms of Reference for the Youth Services Working Party, with the addition of DBS checks being a requirement for volunteers working closely with young people.

23/181 Accounts for Payment

It was resolved that the accounts for payment for November 2023 be approved as follows:

BT	£49.14
Braintree District Council	£143.00
Staff costs	£5,361.29
DW Maintenance	£2,687.00
The Maid Service	£44.00
Hatfield Peverel Community Association	£20,293.33
Andy Magic Man	£250.00
Mark Weale (expenses)	£92.99
SSE Southern Electric	£671.10
Plusnet	£17.86
Lloyds Bank (office expenses)	£111.69
J & C's Party Pets	£639.00
Mill Architecture	£375.00
Marel Elliston (expenses)	£130.80
Ernest Doe & Sons	£34.99
Margaret Freeman (expenses)	£119.99
Diane Wallace (expenses)	£120.00

Councillor Elliston abstained.

23/182 General Announcements

The following announcements were made:

- Christmas in the Park event is on 10th December – all welcome.

The meeting closed at 9.25pm

The next meeting will be held on Monday 8th January 2024