

## PARISH COUNCIL OF HEMPSTEAD

### Minutes of the Meeting of Hempstead Parish Council held on Thursday 14<sup>th</sup> April 2022

**Present:** Nick Turkentine (Vice Chair), David Drane, Diana Frost, Laura Saxel, Mark Welbourn, Alan Weedon, District Councillor George Smith and the Clerk.

**The Parish Council meeting started at 8pm**

#### MINUTES

**22/001 Apologies for Absence** – An apology of absence was accepted from Sean McCarthy.

**22/002 Public Forum** – No members of the public were in attendance.

**22/003 Declarations of Interest** – Laura Saxel raised a non-pecuniary interest on Planning (22/007), in regard to the Hill Cottage planning application.

#### **22/004 Reports from District and/or County Councillors**

District Councillor (DC) Smith confirmed that the 2022/23 Ward Members Grant of £500 can be used towards the cost of refurbishing the water pump. He noted that there may be some issues with refuse collections in the short term, due to staff shortages. The Local Plan consultation has been pushed back to July 2022. The Vice Chair requested that DC Smith approach County Councillor (CC) Foley in regard to funding available for the clearance of ditches/culverts where neither landowner or Highways is accepting responsibility. DC Smith stayed for the rest of the proceedings.

#### **22/005 Minutes of Previous Meeting of Thursday 24<sup>th</sup> March**

A minor grammatical amendment to the draft Minutes, 188. Environment, was approved. The amended Minutes were then approved as a correct record and signed by the Vice Chair.

#### **22/006 Finance**

**Item 1** – The Clerk presented the end of year draft Financial Statement for 2021/22, circulated prior to the meeting, and then signed by the Clerk and Vice Chair.

**Item 2** – The Clerk presented the Asset Register, circulated prior to the meeting. It was noted that the framed definitive map should be added to the register. There was a discussion on whether the register should show the assets as depreciating rather than appreciating in value (under the insured section).

**Action:** The Clerk to discuss with the Internal Auditor, Ross Midgely.

**Item 3** – Internal Audit: The Clerk confirmed that Ross Midgely had once again agreed to act as Internal Auditor for the Parish Council. The Exemption Certificate was approved and signed by the Clerk and Vice Chair. **Action:** Clerk to submit the Exemption Certificate to the external auditor and submit draft accounts to Ross Midgely (internal auditor).

**Item 4** – The following regular, annual payments were approved.

Standing Orders	Rebecca Cox – Salary	£287.30	per month
	Brian Kitchen – Website	£100.00	per month
Community Heartbeat	Defibrillator Management	£198.00	per annum
CPRE	Subscription	£36.00	per annum
RCCE	Subscription	£52.80	per annum
100 Parishes Society	Subscription	£10.00	per annum
Royal British legion	Donation	£25.00	per annum
Essex Heritage	Donation	£25.00	per annum
Unity Trust	Service Charge	£76.00	per annum
Grass Cutting Greens etc	Payments to Julian Basham		Up to £2410 budget

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**Item 5** – The following payments were approved and invoices signed by the Vice Chair:

£430 to Julian Basham for grass cutting/fuel surcharge.

£144.98 to the EALC for affiliation fee.

### **22/007 Planning**

**Hill Cottage:** UTT/22/1018/HHF. Single storey extension, conversion of existing garage to form annex and construction of new garage. NO COMMENTS REQUIRED

**Iswas Cottage:** UTT/22/0827/HHF. Proposed alterations and side extension. NO COMMENTS REQUIRED

**Fairview Bungalow:** Planning enforcement have opened a case into alleged breach of planning consent UTT/19/0687/HHF

**Hempstead House:** UTT/22/0506/FUL. AWAITING DECISION

**Anso Corner Farm:** UTT/22/0441/FUL. AWAITING DECISION

**Lakehouse Farm:** UTT/21/1862 and 1863/FUL. AWAITING DECISION

**Development Parish Management Forum** – Diana Frost gave a brief summary of the virtual meeting. Most of the discussion was in regard to larger developments, where parish councils were concerned about Uttlesford Planning now being in special measures. Enforcement – Diana raised the desire that planning breaches be enforced, however feedback was that legal action/prosecution would be the very last resort. Conservation areas – no new work in progress. Diana Frost passed notes to the Clerk.

### **22/008 Correspondence**

**Climate Emergency webinar email** – no action required.

**Community Project Grant Scheme** – no current projects that grant can be applied for. Diana Frost confirmed that the Village Hall Management Committee (VHMC) were pursuing a grant from this scheme.

### **22/009 Reports from Councillors for information only**

**Policing/Neighbourhood Watch** – Laura Saxel hoping to attend a coordinators' event at the end of April.

**Health and Wellbeing** – nothing to report.

### **Highways and Rights of Way –**

Local Councils Liaison Forum: Mark Welbourn gave a brief summary of the forum – ECC Highways is looking at an internal review of speed limits and County Cllr Scott is open to receiving emails directly on highways issues that are not being actioned.

County Broadband works: It was noted, disappointedly, that the footway on High Street was once again being excavated by the contractors. ECC Highways will inspect once the work is complete to ensure reinstatement of footway is up to standard. The Clerk to look through previous correspondence with County Broadband regarding requests made and will report at the next meeting.

### **Environment –**

Tree Survey: Laura Saxel is arranging for later in the year.

Horse chestnut at village hall: Work has been pushed back to 25/26<sup>th</sup> May as UKPN are unable to inspect until 25<sup>th</sup> April. Affected residents have been informed.

Refurbishment of water fountain: Diana Frost is awaiting confirmation from the contractor on when work can start. A separate contractor to fix the dripping tap will need to be found.

Deregistered village green: The Clerk had unearthed correspondence relating to previous discussions on the land on which the bus shelter is located and confirmed that it is deregistered village green, and that a previous request to have it re-registered was withdrawn due to it being unlikely to succeed. It was therefore confirmed that it is land over which highways rights exist.

**Communications** – Nothing to report.

**Village Hall** – Nothing to report.

## **PARISH COUNCIL OF HEMPSTEAD**

**Flooding** – Nick Turkentine is still awaiting information from CC Foley in regard to grant funding available for the clearance of ditches/culverts. As discussed earlier in the meeting DC Smith agreed to make an approach to CC Foley on the Parish Council's behalf.

**22/010 Annual Report – Action:** The Clerk to draft the Annual Report using submissions from Councillors, and circulate before the end of April.

**22/011 Platinum Jubilee** – Diana Frost reported on the events being organised by the sub-committee and confirmed that information pamphlets would be distributed shortly.

**22/012 Matters Arising requiring decisions, to be included on the next Agenda** – None

### **22/013 Future Meeting Dates**

Annual Meeting of the Parish Council will be held on **Wednesday 18<sup>th</sup> May at 8pm**.

The **Annual Parish Meeting** will be held on **Friday 27<sup>th</sup> May at 8pm** in the village hall.

It was agreed that a Parish Council meeting to be held on **23<sup>rd</sup> June at 8pm**.

**The meeting ended at 9:47pm**