PARISH OF HEMPSTEAD

Minutes of the Meeting of Hempstead Parish Council held on Thursday, 5th November 2026

Present: Nick Turkentine (Chair), Diana Frost, Caroline Hughes, Emma Tarry, District Councillor Mike Tayler and the Clerk.

The Parish Council meeting started at 7:30pm

26/079 Apologies for Absence Paul Frainer, James Nicholson and Mark Welbourn

26/080 Public Forum No members of the public were in attendance

26/081 Declarations of Interest None

26/082 Reports from District and/or County Councillors
County Councillor Bo Davis was not in attendance and had not sent a report.
District Councillor Mike Tayler had sent a note regarding significant changes to decision making in planning, following Uttlesford having to adopt a new National Scheme of Delegation, which had been circulated to councillors prior to the meeting. The changes include district councillors no longer being able to "call-in" applications to the planning committee.
District Councillor Tayler also updated the Council on Local Government Reorganisation (LGR): the Government are still committed to LGR and it has not necessarily been cancelled in Essex, but postponed until 2029.
Concerns regarding the planned closure of the B1054 between Radwinter and Sewards End were raised and discussed, particularly possible implications for bus services used by school children. District Cllr Tayler to follow up with Essex County Council contacts regarding possible safeguarding concerns that may arise for school bus service users.

26/083 Minutes of Previous Meeting of Thursday, 7th October 2026 There were no matters arising and the minutes were approved as a correct record and signed by the Chair.

26/084 Finance
Item 1 – financial update from the Clerk:
Current Account Balance: £6,501.63

Date	Payee	Description	Amount	Balance
19-Oct-26	B/P to: COX R	Clerk's back pay	-48	7380.31
19-Oct-26	B/P to: Outdoor Jack	Grass cutting	-413.6	6966.71
20-Oct-26	S/O to: COX R	Salary	-303.54	6663.17
20-Oct-26	S/O to: HMRC	PAYE	-75.8	6587.37
20-Oct-26	B/P to: HMRC PAYE	PAYE for back pay	-11.8	6575.57
21-Oct-26	B/P to: D M Frost	War memorial planting	-66.94	6508.63
31-Oct-26	Unity Trust Bank	Service Charge	-7	6501.63
04-Nov-26	HMRC VTR	VAT reclaim	140.95	6642.58

Reserve Account Balance: £11,977.36

Item 2 – Parish Council Aims and Objectives for 2027/28 to be approved.
Item 3 – the following payments were approved and invoices signed: £680 to Treeworx, £413.06 to Outdoor Jack for grass cutting and £700 to TK Gardens Ltd for emergency tree work following high winds. October's invoice from Outdoor Jack for £413.06 was signed.

26/085 Planning
Grove Barn: UTT/26/2124/HHF. Approved.

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26/086 Appointment of a new Clerk to the Council The Parish Council received two applications for the role of Clerk and Responsible Financial Officer to the council, following the resignation of the current Clerk. The Chair and Emma Tarry (Vice-chair), with the Clerk, interviewed the two applicants, and the Parish Council unanimously agreed to offer the post to one of the candidates.

26/087 Emergency Plan The Chair had created an Emergency Procedure Plan for Hempstead in January 2021, however it had not been reviewed or updated as there is no legal requirement for parish councils to have their own emergency plans. After discussion it was agreed for the Council to revisit an emergency preparedness and response and resilience plan, being led by Caroline Hughes and the Clerk.

26/088 Update following the Chair's meeting with Chair of Village Hall Management Committee The Chair had met with the VHMC Chair to discuss the village hall. The Parish Council has reservations as to the village hall's long-term finances being sustainable. It was agreed for Diana Frost, the VHMC representative on the Parish Council, to pass on the Parish Council's request to see a 5-year fundraising plan.

26/089 Correspondence None

26/090 Reports from Councillors
Highways and Rights of Way Essex Highways User Survey 2026 – Chair to talk to Paul Frainer regarding completing the survey.
Flooding No update required.
Policing and Neighbourhood Watch Speed Indicator Devices to be installed by the end of November.
Health & Wellbeing and Buses Closure of the B1054 between Radwinter and Sewards End is likely to impact buses, both for school children and general public, and there has been no communication from Essex County Council or the bus company Stephensons. The impact on buses for children might not only impact their journeys but also have safeguarding implications.
Environment Spinney area – possible approach the Environment Agency to inspect the stream. Clerk to obtain the title plan for Spinney area from Land Registry, if available.
Communications No update required.
Village Hall Booking secretary role vacancy – no interest in the role yet.

26/091 Matters Arising requiring decisions, to be included on the next Agenda

26/092 Upcoming Meeting Dates: Thursday, 3rd December.

The meeting ended at 9:40pm

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