

KELVEDON HATCH PARISH COUNCIL

Attachment 4c – Chairman & Parish Clerk Report February 2026

- Next Parish Pump? - Tom - Feb Ian P – March John C -April Linda M – May
- Love your Bus grant – 2 grant applications submitted – 1 for a 20B bus with 4 new return journeys to Brentwood Station £50k and 1 for marketing of these services £10.5k. The new 20B will be with Central Connect buses as NiBS are still being extremely unreliable.
- New defibrillator has been installed at Shepherds Inn and registered on www.circuit.uk
- New office space – moved in – working progress
- Brentwood Bus and Rail Users association (BBARUA) is now active.
- ECC LEVI project (Locality Fund) - Water fowl refuge is in place now – Grant has been received.

No more updates:

- Play area work – Potential date 24th – 26th March 2026
- Sat Nav plaque for Eagle Lane – received and waiting to be installed.
- BBC – damaged planter - Received offer of £50 towards buying a new one.
/ Remuneration panel recommendations for PBA. / broken drain cover in alleyway
Brentwood Parish Council Forum (re:Planning) - cancelation?
- ECC – damaged Disabled sign / Wow initiative for school / Bridleway damage sign
– School Road water problem – Swan Lane potholes.

Pending:

NATS team – trim around street names –

Ongar – parking around camping shop - greenery also needs cutting down

New Bus Shelter

Swan Pond rain water collection project

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Attachment 5

January 2026 Bank Reconciliation

Unity Trust Bank Unity Current Account
T2

Sort Code: 60-83-01 Account Number:
20450889

	Details	Date	Amount
Bank Balance	Monthly Bank Statement	31-Dec-25	£52,140.53
Less Unpresented Cheques & Payments	N/A		
Less Payments			-£6,284.46
SUB TOTAL			
Plus cheques not yet banked	N/A		
Plus receipts			£1,145.00
Balance in banking record		31-Jan-26	£47,001.07

United Trust Bank Business 100d - Notice
Account

Sort Code: 30-01-51. Account Number:
10034987

	Details	Date	Amount
Bank Balance			£82,936.44
Withdrawals	N/A		£0.00
Deposits			£0.00
Plus interest		4.30% 3.90%	£4,135.72
Balance in banking record			£87,072.16

TOTAL RESERVE

Hinckley & Rugby 45d - Notice Account
Sort Code: 40-05-30. Account Number:
74575938 Ref: 16040162830

	Details	Date	Amount
Bank Balance			£25,000.00
Withdrawals	N/A		£0.00
Deposits			£0.00
Plus interest		4.30%	
Balance in banking record			£25,000.00

TOTAL RESERVE

£107,936.44

Attachment 5a – Unity Trust January 2026 Bank Statement – pdf

Attachment 7 – Internal Auditors Report

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Name	Yearly Fee	https://internalauditforum.org.uk/internal-audit-directory/
Heelis & Lodge	£320	Actual auditors
Trevor Brown	No new clients	Blackmore and Stondon use him
Larkin Gowen	£3,500	https://www.larking-gowen.co.uk - emailed them
Pembles	£No answer	www.pembles.co.uk - emailed them

Attachment 10 – BBC – Rubbish collection formal complaint letter

Attachment 11 - Env. Cttee Draft Minutes

Attachment 12 – Community Relations Draft Minutes

Attachment 13 – World Book Day Treasure Hunt

Regarding your question on liability, I completely understand the need for clarity. We have run these trails in hundreds of locations, and the legal framework is well-established:

1. Nature of the Activity The Treasure Hunt is a self-guided, "passive" activity. Legally, participants are simply pedestrians using the public highway to visit local businesses. As such, the primary responsibility for pavement maintenance remains with the Highway Authority, and the "Duty of Care" for personal safety remains with the individual participant.

2. Risk Mitigation We take safety seriously. Because we don't install any physical equipment on the floor or "obstruct" the highway, we are not introducing new physical hazards to the environment.

3. Insurance Coverage For your peace of mind, High Street Safari maintains comprehensive **Public Liability Insurance** (£1 million). While the legal threshold for a claim against a trail organiser on a public street is extremely high, our insurance is in place to provide a full "safety net" for the project.

Essentially, hosting the trail carries no more inherent risk than a shop putting up a window display or a council publishing a "historic walking tour" map.

I hope this helps alleviate your reservations. I'm happy to send over our insurance certificate or a standard Risk Assessment if that would be helpful for your team!

Attachment 18 – Crime, Disorder, and Community Safety

