

## **MUCH HADHAM PARISH COUNCIL**

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 7 July 2015, at 7.30 pm in the Much Hadham Village Hall.

\*Cllr Mrs S Bannerman (Vice Chairman)  
\*Cllr T Baxter (Chairman)  
\*Cllr S J Godfrey  
\*Cllr I Hunt

\*Cllr M P Keogh  
\*Cllr R D Key  
\*Cllr Mrs J Liversage  
\*Cllr A J Young  
Vacancy

\* denotes present.

In attendance: 10 members of the public.  
Cllr Devonshire (EHC)

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr McAndrew.

The Chairman informed members that Cllr Alex Baxter had formally resigned from the Parish Council and an election to fill the vacancy would be held if notice in writing of a request for such an election was made by 10 Local Government electors of the parish. Such a request would need to be made to the Director of Neighbourhood Services, East Hertfordshire District Council.

### 2. DECLARATIONS OF INTEREST

None.

### 3. MINUTES OF THE LAST MEETING HELD ON 2 JUNE 2015

RESOLVED that the minutes of the last meeting held on 2 June 2015 be accepted as a correct record of the proceedings and be signed by the Chairman.

### 4. MATTERS ARISING

#### (i) Kettle Green Lane Sign

To note that the sign should be installed shortly.

### 4A ALTERATION OF BUSINESS – STANDING ORDER 10 vi

RESOLVED that agenda item 17, Henry Moore Foundation - update, be taken out of sequence and discussed under this agenda item.

Members were informed that a meeting had taken place with the Foundation to discuss the various highways issues, including the speed of lorries travelling through the villages of Perry Green and Green Tye and the damage to the roadside verges.

There had been a frank discussion relative to the above items and it was hoped that progress would be forthcoming. Mrs Lesley Wake stated that following the meeting people had generally acknowledged that the speed of traffic had slowed down. A Traffic Manager had been appointed to monitor the vehicles accessing the site. Arrangements had been made whereby should a driver continue to flaunt the traffic regulations, he would be banned from accessing the site again. Mrs Wate provided pictorial evidence which on balance showed that there had since January 2015 to June 2015 been very little additional damage. However, an assurance was given that, as previously indicated, any problems which manifested themselves would be addressed. Two sites had been identified as being fairly critical (outside the church and at Snells Corner) and both these would be addressed as a priority.

Mrs Wate stated that there should be a noticeable decline in the number of heavy lorries using the roadway network through the villages as the work on site requiring disposal of spoil, etc, was gradually coming to an end. Half of the spoil would be used on site. Once the project had been completed discussions would take place with the Hertfordshire County Council and the East Herts Council with a view to employing Ringway to reinstate all of the damaged verges throughout the villages. This expenditure would be met by the Foundation.

Mrs Wate referred to two further issues as follows:

- Currently the Foundation had an easement across the Green from the highway to the car park. It was suggested that in order to provide a more useable surface that the access track be metalled.
- A further issue was that on researching plans for the Village Green at Perry Green it had been noticed that originally the Green had been square in shape and over the years the private driveway had become overgrown. The Foundation would like to offer to undertake remedial work which would bring the Green back to its original shape.

The Chairman asked that in regard to the aforementioned matters Mrs Wate email him with precise proposals in order that the matter could be formally discussed by the Parish Council.

## 5. RESIDENTS' COMMENTS

### (i) Speed Restriction Signs

A resident referred to the proposed development of five houses on the former Hertfordshire County Council depot site and, in view of the additional traffic that would be generated, suggested that the de-restriction sign at the bottom of Bromley Lane be repositioned to a point near the Ash Valley Golf Club. It was pointed out that the stretch of road between Bromley Lane and proposed new development was void of any pedestrian footways.

The Chairman stated that a letter would be forwarded to Herts Highways making it aware of the development and the potential traffic dangers and requesting a repositioning of the sign.

(ii) Public Seat – Ash Meadow

A letter had been received from the occupier of 32 Ash Meadow thanking members of the Parish Council for their consideration in replacing the damaged seat.

(iii) Moore Place Development

Cllr Mrs Bannerman referred to a letter which had been received from a resident thanking Kevin Gregory for the work he had undertaken in landscaping the holding pond within the confines of the new development. The amount of landscaping and planting had produced a very favourable and pleasant environmental feature for the parish.

The feeling was that the pond was for the general benefit of the public and that it had been a requirement of the planning permission for the development. Cllr Mrs Bannerman agreed to clarify this position.

(iv) Capital Grants

A reference was made to the email recently sent by the Clerk giving details of capital grants available for drawdown from the East Herts Council. This matter would be taken up by members with a view to ascertaining whether the pavilion project could be the subject of an application.

(v) Much Hadham Village Hall

The Chairman referred to an email which had been received from Mr Blaise Morris in which he had expressed his concern regarding the lack of maintenance of the hall, the general condition of the building and the use of the community facilities. Reference had also been made to the continuing parking problems associated with the hall and the lack of control of its use by non-patrons of the hall.

Cllr Key expressed his concern regarding the recent work which had been proposed for the guttering, etc, on the outside of the hall in the sum of £10,000 which, he felt, having made an inspection, not to be a priority and to be totally unnecessary. Before any further capital work was proposed, Cllr Key felt that there was an urgent need to produce a planned programme of work and he felt that a meeting should be convened with the Village Hall Managers to discuss this matter.

Cllr Mrs Liversage informed members that grants had been obtained in the past to carry out work and only recently a sum of £2,500 had been expended on undertaking electrical testing. There was, it was stated, only a finite amount of money available and many of the routine maintenance jobs were expensive. An example was given that even to change a light bulb in the main hall, because of the height of the ceiling, a scaffolding tower was required.

The Chairman agreed with Cllr Key that there was an urgent need to open up a dialogue with the Village Hall Managers to ascertain precise details of what work was involved and to arrive at a ball park figure.

Cllr Key and Cllr Devonshire agreed to action this matter.

Cllr Mrs Bannerman suggested that both the Village Hall Managers and the Pavilion Committee should work together to produce an asset plan.

## 6. PLANNING

### Minutes of the Planning Sub-Committee held on 2 June 2015

RESOLVED that the minutes of the Planning Sub-Committee held on 2 June 2015 be received.

## 7. MEMBERS' REPORTS

### (i) Highways – to include Malting Lane signage

The attached report (see Appendix A) had been compiled by Cllr Hunt.

The Chairman enquired about the highway obligations under the Section 106 agreement in respect of the Moor Place development. Cllr Hunt stated that the work of providing suitable passing places on Kettle Green Lane had been included in the highways programme for action.

The Chairman referred to a recent email received from Cllr McAndrew (HCC) confirming that further work would be required shortly in the continuation of the drainage works in the High Street, Much Hadham. The work would involve the closure of the High Street for a period of approximately one week over the holiday period.

No further information was to hand.

A response was still awaited in respect of the Green Tye “Please drive carefully through our village” sign.

### (ii) Parish Paths Partnership

Cllr Godfrey stated that the footpath at the bottom of Windmill Way and the one at the top of Station Road had become overgrown with foliage. A contractor would be approached to carry out clearance work.

### (iii) Neighbourhood Plan

The attached report (see Appendix B) had been compiled by Cllr Hunt.

## 8. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Cllr Devonshire reported on the following:

- Section 106 agreement (Moor Place). There would now appear to be no reason why the money (£12,364) could not be released to the Parish Council.
- Kevin Steptoe had received no communication from the owners of the Jolly Waggoners. This matter would be chased.
- The emerging District Plan would not now be finalised until 2016. This delay could prove beneficial in the preparation of the Neighbourhood Plan which could now be produced in accordance with the new District Plan.
- Cllr Devonshire had given over £4,000 from his locality budget to local organisations since his election in May. The local Scout Group had been one of the beneficiaries.

## 9. PAVILION UPDATE

### (i) Building progress

Cllr Mrs Bannerman informed the meeting that the building work was on schedule and would be completed in time for the fete.

### (ii) Pavilion Committee

Members were informed that a meeting of the Pavilion Committee had taken place on 2 July, the minutes of which had been circulated to all members (see Appendix C).

### (iii) Opening/Fete (31 August 2015)

Cllr Mrs Bannerman stated that a meeting had taken place with the Fete Committee and discussions had included the arrangements required to produce the Neighbourhood Plan and the advertising fund for the pavilion.

## 10. MUCH HADHAM PAROCHIAL CHARITIES

Members had been circulated with copies of the 2014 financial statements in respect of the Much Hadham Parochial Charities and the Much Hadham Charities (Education Funds). These documents had been issued for members' information.

RESOLVED that the contents be noted.

## 11. GRANT APPLICATION – MUCH HADHAM SPORTS ASSOCIATION

Members had previously been circulated with copies of a grant application in respect of the grass cutting and general maintenance on the recreation ground. The total amount requested amounted to £800.

A comment was made that there should be included in the application under “aims of the organisation” a reference to “the development of youth sport”. However, as the application was purely for maintenance of the recreation ground, it was felt that, whilst desirable, it was not necessary in this particular circumstance.

RESOLVED that a grant of £800 be approved in accordance with the content of the application form.

## 12. GRANT – STOP HARLOW NORTH

An application had been received from the Treasurer of the Stop Harlow North Campaign requesting a donation of £500. The Clerk had raised the point that over recent years the Parish Council had contributed £2,050 to date to the campaign and he had suggested that any further request be treated as a grant application.

Members referred to the practice of the Council not to consider grants of any nature unless supported by a formal application and to foster consistency any future requests for a financial consideration to the Stop Harlow North Campaign should be accompanied by a completed application form.

RESOLVED that a grant of £500 be approved and any future requests be accompanied by a formal grant application form.

## 13. RECREATION GROUND

### (i) Provision of dog signage and additional bins

A formal request for dog signage had been made to the District Council (reference 549275) which had been forwarded to the animal Warden for consideration.

It was agreed that two additional bins were required.

### (ii) Clearance of debris

It was noted that the debris had now been cleared.

## 14. FEEDBACK FROM PARISH COUNCIL MEMBERS ON MEETING WITH MUCH HADHAM SPORTS ASSOCIATION

The Chairman stated that a meeting had taken place with the Sports Association on 17 June 2015 and reference was made to the minutes of the meeting (copy attached – see Appendix D).

A question was raised as to whether the letting from the newly refurbished pavilion would impact on the letting of the Village Hall. Cllr Mrs Bannerman stated that the Village Hall was much larger and aimed at providing facilities for different users. There was no crossover as the pavilion appealed to people with children who required outside facilities.

There was the intention to increase the potential letting facilities of the Village Hall and a close eye would be kept on the situation.

The Chairman stated that, following the meeting with the Sports Association, a letter had been received setting out details of the proposed use of the recreation ground by the Football Club.

The Chairman expressed a personal thank you to Mr Fred Pavey for his indulgence in this matter.

### Tennis Club

Members were informed that discussions had taken place with the Tennis Club with regard to the Parish Council's proposal for the free use of the tennis courts for the youth of the village for one hour per day during the summer period, which the Tennis Club had refused. However, a letter had been received from the Chairman of the Tennis Club setting out the Club's position regarding membership and patronage, which included the free use to St Andrew's School of the courts during the summer.

With regard to the Parish Council's proposal to open up the courts for £1.00 for a specific hour a day, this was felt not to be the right way forward for the Club at the present time. However, free open sessions during the summer had been agreed for the under 16's to play a total of 6 hours with or without coaching on specific Tuesdays and Thursdays during August, together with reduced holiday membership being offered for juniors, together with summer coaching.

Mr Pavey felt that, as the Tennis Club had made concessions, could not the Parish Council accept the position and refrain from pressing ahead with its proposals.

Whilst it was recognised that there had been a significant change in the Tennis Club's position, the Club would continue to be pressed on the free use of the courts as originally proposed.

Cllr Key informed members that there had been a keen interest shown in promoting cricket on the recreation ground and with a small amount of expenditure a bowling net area could be laid.

Cllr Key agreed to obtain quotations for the work involved.

### 15. CHAIRMAN'S RESUME OF HIS ATTENDANCE AT THE HAPTC CHAIRMAN'S BRIEFING MEETING HELD ON 18 JUNE 2015

The Chairman gave a resume of the course content for members' information.

Both Cllr Godfrey and Cllr Hunt also gave details of their attendance at the Basic Councillors Training Courses.

16. PUBLIC SEAT – ASH MEADOW

As reported previously, the seat had been replaced and consideration would now be given for a memorial plaque to be erected on the seat as previously requested.

17. HENRY MOORE FOUNDATION - UPDATE

Already discussed under agenda item 4A.

18. VILLAGE HALL PARKING AND SIGNAGE

Cllr Mrs Bannerman expressed her concerns regarding the parking of vehicles at the frontage of the village hall and she proposed that a chain be placed across the entrance to prevent the continuing use of the frontage as a car park. She stated that one car in particular parked there on a regular basis.

A number of points were raised by members, viz:

- General agreement to restricting cars parking at the front of the hall.
- Any decision taken should be considered in conjunction with the Management of the car park to the rear with notices being affixed to those vehicles where owners were not patrons of the hall.
- The frontage of the hall was not a car park. A statement which was generally supported.
- Not happy with a chain barrier.
- Should the posts be removed?
- Would like to see the provision of bike rails and landscaping (planters) at the front.
- Would like to see incorporated into any proposal the provision for a taxi space.

The Chairman stated that the parking at the village hall had been a long standing issue with parking to the front of the hall being of specific concern.

It was apparent from the discussions which had taken place that members wished to see a cessation to the parking to the front of the hall with the frontage left free of cars, the area suitably landscaped (with planters), the provision of cycle racks and the provision of a taxi space.

The Chairman agreed to forward a letter to the Treasure of the Village Hall Committee incorporating the feelings expressed by members and to investigate how the Parish Council could achieve its objective.

19. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

(i) Payment of Accounts

RESOLVED that the accounts as set out on the attached statement (see Appendix E) be duly authorised for payment.



(ii) Financial Statement

RESOLVED that the contents of the attached financial statement (see Appendix F) be noted.

20. URGENT BUSINESS

(i) Council land – Ash Meadow (Cllr Keogh)

A question was raised as to who was responsible for maintaining a parcel of land at the bottom of Ash Meadow which a local resident had been prevented from maintaining by a Highways operative.

Cllr Hunt agreed to take up this matter with the Highways Authority.

(ii) Broadfield Close (Cllr Mrs Bannerman)

Cllr Mrs Bannerman informed members that the residents of Broadfield Close had expressed their gratitude to the Parish Council for the grant of £150 to enable exercise classes to be provided for the residents. This had proved to be a successful community networking exercise.

Cllr Mrs Bannerman was pleased to report that following the problems encountered between a former resident and Circle Anglia over a twelve month period both she and Mr Tony Band had managed to secure a refund of £3,000.

(iii) Footpath at end of Two Bridges

Cllr Devonshire reported that the footpath was completely overgrown. It was agreed to speak to Mr Robin Rogers on this matter.

Concerns were also expressed regarding the amount of dog fouling on public rights of way.

21. ITEMS FOR FUTURE AGENDA

- Risk Assessment – operational.
- Risk Assessment – financial.
- Effectiveness of Internal Audit.
- Internal Auditor's recommendations.

22. CONFIRMATION OF DATE OF NEXT MEETING

It was confirmed that the next meeting would be held on Tuesday, 4 August 2015, at 7.30 pm in the Green Tye Mission Hall.

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There being no further business the meeting closed at 9.50 pm.