

## MUCH HADHAM PARISH COUNCIL

UNAPPROVED MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 2 August 2016, at 7.30 pm in the Green Tye Mission Hall.

Cllr W Compton	*Cllr C Thompson
*Cllr I Hunt (Vice Chairman)	*Cllr K Twort
Cllr B Morris	*Cllr Mrs P Taylor (Chairman)
*Cllr Mrs M O'Neill	Cllr Mrs J Liversage
*Cllr W O'Neill	

\* denotes present.

In attendance: 29 members of the public.

Before the meeting started, the Chairman informed those present of the shocking and sad loss of John Ingham, Clerk to the Council, who passed away last Tuesday. The Parish Council send their deepest condolences to his family. John had been Clerk for the Council for 16 years. His long and loyal service had been hugely appreciated. His funeral will be on August 8<sup>th</sup>. Following a suggestion from a member of the public, those present stood for 1 minute in silence as a mark of respect.

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr W Compton, Cllr B Morris, Cllr Mrs J Liversage, Cllr I Devonshire (EHC) and Cllr G McAndrew (HCC)

### 2. DECLARATIONS OF INTEREST

None.

### 3. NOTIFICATIONS OF URGENT BUSINESS

There were no notifications of urgent business.

### 4. CHAIRMAN'S ANNOUNCEMENTS

The Chairman highlighted that there was a lot of business to cover and announced that anyone was free to record the meeting, although option not taken up by anyone present.

### 5. MINUTES OF THE LAST MEETING HELD ON 5 JULY 2016

RESOLVED that the minutes of the last meeting held on 5 July 2016 be accepted as a correct record of the proceedings and be signed by the Chairman.

## 6. REPORTS ON OUTSTANDING MATTERS

None.

## 7. MEMBERS' REPORTS

### (i) Community

#### Sports Association (Cllr K Twort)

In 2011, the Sports Association and Parish Council reached an agreement that the Parish Council would make an annual payment to the Sports Association in respect of grass cutting particularly to cover areas not available for sports e.g. around play area, pavilion etc. This annual payment has not always been made. RESOLVED that annual payment of £800 towards the recreation ground grass cutting be made to the Sports Association.

Dog mess on the sports field is problematic, to the extent that a football match had to be stopped to clear it. RESOLVED that up to £250 to be spent on signs at the recreation ground regarding dogs, including warning of penalties, and the purchase of bins.

Large TV screen donated to the Pavilion but has never been used. Initial proposal was to dispose of this TV. However, the Chairman has subsequently identified that it can be used as an electronic monitor. Therefore, resolution changed to donate to the Village Hall. RESOLVED that the TV be moved to the Village Hall for use as an electronic monitor.

Flood defence equipment purchased for £1,000, consisting of a trolley with a hopper to fill sand bags, is not being used and there are difficulties in storing it. The offer for the Fire Service to have it was turned down. Discussion highlighted that those at risk of flooding were already prepared and a number of options are easily available at hardware stores. RESOLVED that the flood defence equipment be disposed of.

#### Village Hall (Cllr W O'Neill)

Work on the Green Room floor is due to be carried out, with contingency plans in place for users during this time. Repair work to the roof is also being addressed after some unforeseen delays. The car park continues to be a contentious topic which needs to be seen in the context of the general parking problem in the village.

### (ii) Environment (inc Footpaths)

In Cllr B Morris absence, no footpath report.

Issue raised that Footpath 12, Widford Road to Windmill Way, is overgrown and needs to be cleared. Parish Council to identify who owns the land and seek to have the footpath cleared.

Work to the trees on Green Tye Village Green is in hand and progress will be reported back to the next meeting.

Litter pickers in Much Hadham have reported that the bottom of 4 bins are rotten. Options are to purchase steel liners or weld new steel bottoms on. RESOLVED that up to £200 be spent on steel liners for 4 no. litter bins.

(iii) Highways

Cllr C Thompson read an update from Cllr G McAndrew (HCC).

HMF have been advised that their contribution is insufficient to undertake the level of repairs needed and, at this time there is no additional funding available. Public expectations are fully recognised.

Large HGVs are not restricted and their access to the area cannot be accommodated within the existing road layout, evident by the damage at Snells Corner and to verges. HCC have been requested to provide statement on what they intend to do regarding this. In addition, it is evident that there is considerable traffic along this route, and some farm vehicles are larger than HGV's.

Cllr McAndrew is continuing work to secure funding to repair/upgrade the road through Perry Green but this could take time.

On a positive note, tarmac work has been undertaken in Much Hadham.

Cllr W O'Neill reported on a recent meeting with Cllr I Devonshire (EHC).

A white line is required to be painted at Sidehill House, at the junction of Watery Lane and Danebridge Road, to establish right of way. Condition of the roads discussed in Green Tye and Perry Green. Surfaces are much better since some repair work has been undertaken. However, there are still some sections that require work and request made that this is done before the winter.

(iv) Media

Nothing to report.

(v) Neighbourhood Plan

Cllr I Hunt reported that East Herts have back-tracked on the previously discussed village development proposals following a high level of opposition from local parishes, including Much Hadham. The village development boundary and the 10% minimum target for new houses will be retained. A slight relaxation of the planning rules proposed for the hamlets to allow for limited infill development where recommended by a NP, which is in line with what

the parish seeks. However, remember that housing outside of the village boundary doesn't count towards the minimum target.

The only potentially negative change to the policy is the starting date for when completed houses count towards the minimum target of 54 houses. This will be put back 12 months to 1 April 2017, and it is not clear whether any current house-building in the village (i.e. Walnut Close and the Station garage site) will have completed before then and therefore not count towards the target.

The Steering Group meeting on the 12<sup>th</sup> July was inquorate so no decisions made. However, the results of the Consultation Event were presented and discussed. The next meeting is the 9<sup>th</sup> August but may again be inquorate and not held. (Cancellation will be signified by no agenda being posted later this week)

(vi) Security

Nothing to report.

(vii) Other

Telephone boxes

Chairman stated that there was a proposal to turn the telephone box at Tower Hill, opposite the school, into a children's book exchange, with the option to place advert cards in the windows. Discussions have already taken place with the Cubs who have agreed to keep it clean and tidy. Cllr I Hunt raised the issue that potentially in an unsafe location for children, as near to the road, and could it be moved towards the pavilion. A resident present informed the Council that there is now a barrier in place between the road and the phone box to mitigate this risk. Health and Safety to be consulted.

Further, the telephone box at Station Road is not in a good place to be used for anything. A request has been made by Green Tye to relocate the box to Green Tye Village Green to house a defibrillator. Residents local to the current position of the phone box will be consulted and a report back to the Council will be made.

8. PARISH COUNCIL 3 YEAR PLAN

Chairman announced a proposal to develop a 3 year plan that would contain achievable goals. The areas to be covered by the plan were:

- (i) Traffic.
- (ii) Parking.
- (iii) Lighting.
- (iv) Community events.
- (v) Burial ground extension.
- (vi) Asset register.

These are considered to be the top areas to focus on currently. The plan will hopefully be presented to the next meeting and, following approval, quarterly reporting on progress will be undertaken.

## 9. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

### (i) Report from District Councillor (Cllr Ian Devonshire)

Cllr I Devonshire was not present at the meeting. However, an update following a meeting with him provided as part of agenda item 7(iii).

### (ii) Report from County Councillor

Cllr G McAndrew not present at the meeting. However, an update from him was provided as part of agenda item 7(iii).

## 10. RESIDENTS' COMMENTS

In response to a question, it was confirmed that one of the notices and bins for the recreation ground regarding dogs would be placed on/by the gate leading from the top field.

A resident expressed appreciation for re-surfacing the section of Footpath 26, between the Congregational Church and Ferndale.

In response to being informed by a resident, action needs to be taken to clear mud and encroaching bank from the pavement footpath at the north end of the village, Spindle Bridge northwards.

Following a resident's request, HCC to be asked to change the speed limit from Bromley Lane, up the hill to the new estate, to 40 mph or even 30 mph. It is, however, expected that nothing will be done as it is believed they refused previously, together with refusing to put in a footpath to the new estate.

Action to be taken in response to information that the pavement footpath from the Old Nursery towards the Jolly Waggoners is also getting too narrow.

In response to a question, it was confirmed that HMF are aware of the lack of money for road repairs. Further funding is being sought to fix road edges opposite Joyce's Cottage.

A resident raised that the blue sign on Watery Lane regarding access to Malting Lane does not describe which way is Malting Lane and which way is Oudle Lane, and is therefore confusing for visitors. Highways to be asked to place an additional road name sign to make it clear.

A resident commented that it was an enjoyable meeting. A call was also made for volunteers for the Much Hadham fete which is coming up soon.

In response to a request, the Parish Council will support the Sports Association's application for a grant to help repair the sinking corner of the bowls club floor. The Parish Council requested a copy of the completed application form in due course.

A resident enquired whether the Footpath 11 steps at Dell Cottage were still in use, or whether the Footpath had been re-directed. Footpath 11 can still be used and any change will take time.

#### 11. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 5 July be received and the decisions taken be ratified.

#### 12. STAFFING COMMITTEE

RESOLVED that the minutes of the Staffing Committee meeting held on 8 July be received and the decisions taken be ratified.

#### 13. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

##### (i) Payment of Accounts

RESOLVED that the accounts, as shown below, be duly authorised for payment.

<u>Chq no.</u>	<u>Payee</u>	<u>Amount</u> £	<u>Expense</u>
674	Jill Dickson	450.00	Pavilion toilet cleaning June and July
675	Herts County Council	13.50	CD/DVD Cases (for back up)
676	Herts Drainage Services	624.00	Village Hall – replacing manhole covers
677	CLlr Ian Hunt	156.09	Neighbourhood Plan – website/printing/stationery
678	Ken Howlett	168.00	NP – Banners for Consultation Event
679	Lynne Mills	352.64	NP – Event materials (posters, stationery etc)

Cheques will be signed and despatched following the meeting. Amendments to the bank mandate have not been finalised and therefore it was not possible to sign the cheques at the meeting.

(ii) Financial Statement

No financial statement prepared for this meeting. Given the circumstances, it had not been possible to obtain all the relevant information to prepare the statement.

14. URGENT BUSINESS

There were no matters of urgent business.

15. ITEMS FOR FUTURE AGENDA

Chairman confirmed that the items for future agendas were:

- (i) Review of Standing Orders.
- (ii) Review of Financial Regulations.
- (iii) Press and Media Policy Draft
- (iv) Complaints Procedure Draft
- (v) External Auditor's Report
- (vi) Internal Auditor's Recommendations

16. DATE OF NEXT MEETING

Tuesday, 6<sup>th</sup> September 2016, at 7.30 pm in the Much Hadham Village Hall

17/18. PRESS AND PUBLIC EXCLUDED AND TERMS OF SERVICES OF LOCUM CLERK

Chairman stated that this matter had been dealt with by the Staffing Committee and therefore removed from the agenda.

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There being no further business the meeting closed at 8:31 pm.