

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 1st November 2016, at 7.30 pm in the Green Tye Mission Hall.

*Cllr W Compton

*Cllr I Hunt (Vice Chairman)

*Cllr B Morris

*Cllr Mrs M O'Neill

Cllr W O'Neill

*Cllr C Thompson

*Cllr K Twort

*Cllr Mrs P Taylor (Chairman)

*Cllr Mrs J Liversage

* denotes present.

In attendance: 21 members of the public.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr W O'Neill, Cllr I Devonshire (EHC) and Cllr G McAndrew (HCC).

2. DECLARATIONS OF INTEREST

Cllr Mrs P Taylor declared an interest in a cheque to be approved under agenda item 12(i) and therefore would not be voting on the motion to approve the payments. No other declarations made.

3. NOTIFICATIONS OF URGENT BUSINESS

None.

4. CHAIRMAN'S ANNOUNCEMENTS

(i) Next meeting

Reminder that the next meeting is on a Monday not a Tuesday – 5th December.

(ii) Meeting recorded

Reminder that the meeting could be recorded.

(iii) Agenda order change

Item 9 will be taken before Item 8 to allow Cllr I Devonshire, if he arrives, to update on the draft District Plan prior to the Councillor's resolution.

(iv) Item 13 Press and Media Policy

This item is postponed. The Clerk is reviewing all governance documentation and it is appropriate to withdraw this item to enable her review to ensure all policies and procedures are consistent.

5. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 4th October 2016 be accepted as a correct record of the proceedings and be signed by the Chairman.

6. REPORTS ON OUTSTANDING MATTERS

Report on outstanding matters noted. Since the last meeting, the hedge trimming at Green Tye has been completed.

7. MEMBERS' REPORTS

(i) Community

Cllr K Twort reported back on the Pavilion woodworm issue. Report from Propotec states that treatment not possible due to the coating applied when the Pavilion was renovated. However, it has been recommended that a Ronseal product should be used. This needs to be professionally applied and a quote is being obtained.

Cllr K Twort reported that the bi-annual inspection by Broadmead Leisure of the children's play equipment had identified an issue with the main swing. The posts are moving in the concrete base and therefore require the base's to be replaced. An initial quote is £600 for 3 bases and further quotes to be sought. It was also highlighted that there is another inspection of the play equipment through East Herts Council. Clarification as to why there are two inspections to be sought.

The Bowls Club have received a grant of £1,500 to repair the floor.

Cllr Mrs M O'Neill reported that the Pavilion has been hired out a number of times and highlighted the events coming up this month.

A report from Cllr W O'Neill highlighted that the Village Hall Management Committee were meeting tonight and would be considering the installation of a dog litter bin. No further progress available in relation to repairing the Green Room floor.

Cllr B Morris raised that cars are parking in the Village Hall carpark when no events are on, including blocking fire exit, which could give prescriptive rights. The Chairman reported that this was being discussed at the Management Committee meeting. Consideration being given to putting a notice up and placing no parking hatchings on the ground. Existing notices about using the carpark prevent prescriptive rights.

(ii) Environment (inc Public Rights of Way)

Public Rights of Way

Cllr B Morris provided an update on the state of PRow in the parish. Details for the proposed diversion of Footpath 10 are available.

(iii) Highways

Cllr C Thompson reported that the car park at St Thomas' burial ground had been tidied up although a wooden post has already been loosened. Some potholes have been repaired and the exposed wires on a light at Ash Meadow have been made safe.

Key matter to report is that a survey of the Parish Council lights has been undertaken and twelve faults reported to Highways, including removal of three lights that do not exist or belong to the County. It is proposed that lights are updated in line with the rest of the County to use LED lamps controlled in an environmentally sensitive way. This will produce savings that can be used to cover part of the cost of the conversions. Further savings could be obtained by removing lights deemed surplus to requirements or beyond repair. A detailed report is being produced which will include action required.

In response to Cllr B Morris statement that new residents report it is too dark on the High Street, the Chairman reported that this could be because the lantern glass being dirty and there is no cleaning contract.

Cllr B Morris also raised that the lights in Church Lane should be fixed to which the Chairman reported that this is in hand but there is damage to the power supply.

(iv) Media

Cllr I Hunt reported that BT should have completed the installation of their fibre optic system in early 2017, with the result that the marketing of this is not likely until June 2017.

(v) Neighbourhood Plan

Cllr I Hunt reported that members of the steering group have started drafting the NP, mainly the structure of the Plan with some generic information included, which enables the group to focus on what's important. The draft NP for Standon is now available online.

A website dedicated to the NP project is being established which will enable everyone to see the evidence that has been collected so far as part of the process.

The work in relation to the Housing Needs Assessment, primarily relating to the mix of housing as opposed to numbers, is nearing completion.

Total spend to date on the Neighbourhood Plan is £1,885. The next meeting is Tuesday 8th November in the Bowls Club 7.30pm.

Cllr B Morris asked who and how many stakeholders have approached the NPSG to build on their land, inside and outside the boundary, and how many houses potentially coming through as a result. Cllr C Thompson explained that this work is still in progress and an update will be provided to the next NPSG meeting.

(vi) Security

Cllr Mrs J Liversage reported that, based on the latest Police crime statistics, Much Hadham was a safe place to live.

Defibrillator

Cllr Mrs J Liversage suggested that the Parish Council receive a presentation at the next meeting in relation to defibrillators. This would enable the Parish Council to be fully informed on location, initial and ongoing costs together with initial and ongoing training. This was agreed.

Cllr W Compton has agreed to support Neil Clarke in relation to CPR training.

(vii) Other

None.

8. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

(i) Report from District Councillor (Cllr I Devonshire)

Cllr I Devonshire was not present at the meeting therefore no report.

Cllr I Hunt announced that the draft District Plan was being released for public consultation on the 3rd November for 6 weeks. Anyone can submit comments, either online or by post, and these go to the Planning Inspector where plan is reviewed. The Inspector's review will focus on the soundness of the plan, whether it was properly prepared and complies with the National Planning Policy Framework. It was confirmed that the draft will not be amended for any comments submitted to East Herts Council.

(ii) Report from County Councillor (Cllr G McAndrew)

Cllr G McAndrew was not present at the meeting. However, he provided the following update:

- Assisted with the work being undertaken in relation to street lighting, reported on above;
- Still pursuing Snells Corner through to Bourne Lane; and
- Highlighted that a press release has been issued in respect of the A120 Bypass.

In addition, he has been seeking action in relation to the sunken gullies on the B1004.

Cllr B Morris requested that 2 wooden posts are restored/replaced on the pavements to protect pedestrians. These are located at the southern corner of Ash Meadow/Tower Hill and the south side of the junction of Kettle Green Lane and Hadham Cross. Cllr C Thompson to follow this up.

9. COUNCILLOR'S RESOLUTION

The following motion was proposed by Cllr B Morris and seconded by Cllr W Compton.

Much Hadham Parish Council reaffirm absolutely their continued support for the full aims and objectives of the Stop Harlow North Association, also supported by the overwhelming majority of Much Hadham Parishioners as published within Much Hadham Parish Plan.

After debating this motion, it was RESOLVED that Much Hadham Parish Council would not reaffirm absolutely their continued support for the full aims and objectives of the Stop Harlow North Association.

Recorded vote:

- For: Cllr B Morris and Cllr W Compton
- Against: Cllr K Twort, Cllr I Hunt, Cllr C Thompson, Cllr Mrs M O'Neill and Cllr Mrs P Taylor
- Abstained: Cllr Mrs J Liversage

10. RESIDENTS' COMMENTS

(i) Village Hall lighting

In response to a question relating to the lighting of the passage way beside the Village Hall, this matter will be raised with the Management Committee. It is believed that the light sensor needs adjusting.

(ii) Footpath 23

It was highlighted that green fencing had been erected on this footpath, within the Conservation Area, without planning permission. Cllr B Morris pointed out it was a planning matter not a footpath matter. Agreed that Cllr B Morris would investigate this matter.

(iii) Trees at Green Tye

In response to a question, Cllr W Compton reiterated that the arborist's assessment was that these trees did not need remedial action but that some tidying up work could be done.

(iv) Telephone box re-location

The Chairman provided an update following a question regarding moving the telephone box from Station Road to Perry Green. A group of residents were in favour of the telephone box

remaining where it is and this is being followed up. It is now unlikely that this telephone box will be relocated.

(v) Absence of Cllr G McAndrew

Disappointment was expressed that Cllr G McAndrew was not present at the meeting. Residents have sought a face to face meeting with him on 5 occasions to discuss the condition of the roads through the hamlets.

(vi) Stop Harlow North

Reference made to the debate earlier on the agenda regarding the Stop Harlow North Campaign and residents urged to respond to the draft District Plan.

11. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 4th October 2016 be received and the decisions taken be ratified.

12. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

(i) Payment of Accounts

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

PAYMENT OF ACCOUNTS - NOVEMBER 2016

Chq	Payable to	For	Amount
706	MH Village Hall	Insurance	1,076.50
707	BA Affinity Water	Water bill	19.54
708	BA MH Landscapes Ltd	Church yard maintenance Apr-Jun 16	540.00
709	Eon	War Memorial Lighting	43.76
710	HAPTC	Chairmanship training & Councillor Training	175.00
711	BA EG Brett Ltd	Burial ground maintenance	478.00
712	Penny Taylor	Website costs	101.82
713	FM Forth	Clerks expenses Invoice 3 (Stationery)	22.00

Cheques will be signed and despatched at the conclusion of the meeting.

(ii) Financial Statement

The financial statement was received. There were no matters to highlight. In response to a question from Cllr W Compton, Cllr K Twort stated that the flood defence equipment had not yet been sold but that it was possible the company the equipment had been purchased from would take it back.

The Clerk introduced the forward financial plan 2017/18 to 2021/22, highlighting that it assumed the precept remained at the current level and did not include inflation. The plan demonstrates that the expected outturn for the current financial year is in line with the budget set. Consideration needs to be given to determining the level of balance to maintain and future capital projects. Development of the fixed asset register will enable more accurate forecasting of maintenance expenditure. The plan will be revised in the coming months and be on the agenda for the January 2017 meeting.

13. PRESS AND MEDIA POLICY

As per Chairman's announcements, this item deferred to a future meeting.

14. URGENT BUSINESS

None.

15. CLERK'S INFORMATION

The Clerk reported on the following matters:

- 1 to 1 meetings have been held with the majority of Cllrs which has proved useful. Still need to hold meetings with Cllr B Morris and Cllr W Compton;
- As mentioned earlier, a full review of the Parish Council's governance documentation will be undertaken with updates or new policies coming to future meetings;
- An annual work programme for the Parish Council is being developed which will show the regular business together with the one-off items required such as the annual accounts. Additional items will be added as and when required;
- A schedule is being prepared to show the cut-off dates for agenda items and payments in respect of future meetings; and
- Maintenance programmes in terms of fixed assets and open spaces being developed which will influence the budget for next year.

16. DATE OF NEXT MEETING

Monday, 5 December 2016, at 7.30 pm in the Much Hadham Village Hall.

There being no further business the meeting closed at 21:15 pm.