

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 3rd October 2017, 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: F Forth, Parish Clerk and 9 members of the public.

In the absence of Cllr Mrs P Taylor, Cllr I Hunt chaired the meeting. In addition, the Chairman reminded those present that the meeting was to be conducted through the Chair and Cllr B Morris confirmed that he was recording the meeting.

17/151. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllr Mrs P Taylor and Cllr C Thompson. In addition, apologies received from Cllr W O'Neill as not present until agenda item 17/157(iii).

17/152. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

17/153. NOTIFICATIONS OF URGENT BUSINESS

None.

17/154. CHAIRMAN'S ANNOUNCEMENTS

The Chairman referred to a procedural matter. At the last meeting, it arose that an email had been sent by a Cllr that was not in accordance with the Code of Conduct. There is no agenda item relating to this as only East Herts Council can consider breaches of the Parish Council's Code of Conduct, and only in response to complaints from individuals.

17/155. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 5th September 2017 be accepted as a correct record of the proceedings and be signed by the Chairman.

17/156. REPORTS ON OUTSTANDING MATTERS AND RESOLUTIONS

Report on outstanding matters and resolutions noted.

17/157. MEMBERS' REPORTS

(i) Community

Pavilion

CLLr K Twort reported that Broadmead Leisure had completed the investigation into the movement in the swing centre post and no clear reason found but further repair work identified to rectify the matter. RESOLVED to approve the quote from Broadmead Leisure Limited to repair the swing for £300 + VAT.

CLLr Mrs M O'Neill highlighted that a publicity leaflet is being developed to promote the Pavilion.

Village Hall

The Clerk read CLLr W O'Neill's report. He had been unable to attend the management meeting or the clean up, and will be in contact with the management team shortly to catch up on issues that have arisen.

(ii) Environment (inc Public Rights of Way (PROW))

Public Rights of Way

CLLr B Morris reported as follows:

- All footpaths, excluding 21, 25 and 44, have been mown for the second time this year;
- Footpaths 39; 29; 14; and bridleway 53 – all vegetation cleared;
- Footpaths 20 and 25 – fallen trees cleared;
- Footpath 40 – collapsing footbridge fully replaced but the requirements of the Environmental Agency mean that the Green Tye end is well above the level of the field. This has been resolved by a temporary ramp until a more permanent one is installed. Whilst on site, the path was strimmed;
- Bridleway 38 – newly installed replacement waymark post path where the unofficial route of footpath 39 joins it; and
- Many hedgerows along the roadsides are still due to be cut. Impact of delayed cutting explained as well as the benefits of cutting harvest. Grants and subsidies available for those wishing to replant gaps as they appear.

(iii) Highways

CLLr W O'Neill reported that, due to complaints, a property owner has been asked to cut back an overgrown hedge.

A meeting is scheduled to discuss further the proposed new lights at Tower Hill and Church Lane. Ringway are waiting for the official order for the work, following which it will take DW Lighting 8 weeks to supply the lights. The Clerk confirmed that the order had been sent.

Finally, improvements to traffic management in 2018, within the limited budget available, are being discussed with Cllr G McAndrew (HCC).

Cllr B Morris referred to the passing bays in Kettle Green Lane still needing tarmac and asked if Cllrs W O'Neill or Cllr C Thompson could chase Cllr G McAndrew (HCC).

(iv) Media

No matters to report.

Cllr B Morris raised two matters:

- In response to a question, the Clerk confirmed that a member of the Neighbourhood Plan Steering Group responded to questions raised on the specific Facebook page; and
- The status of the Parish Council minutes on the website will be reviewed. It was queried why a number may still be labelled as draft that are in fact the final versions.

(v) Neighbourhood Plan

The Chairman reported that the public consultation event on the 17th September had exceeded expectations with 248 visitors. 240 feedback forms were completed which has provided a significant amount of information. Thanks were expressed to the Steering Group team for their hard work in preparing material for the event to such a high standard and also to the friends of the team who volunteered to help out on the day.

The results from the event will be discussed at the next public meeting of the Steering Group, on Tuesday 17th October at 7.30pm in the Green Room, immediately following the public meeting to hear about the planning application at Dolan's Field, which is at 6.30pm.

In response to a question from Cllr B Morris regarding Dolan's Field, the Chairman explained why it had not been part of the consultation event.

(vi) Security

Cllr Mrs J Liversage stated that there are no crime statistics to report this month. It was also highlighted that it is important to remember that any worry or concern should be reported to the police, using the 101 non-emergency number, so that the information can be properly logged.

(vii) Other

None.

17/158. REPORTS FROM DISTRICT COUNCILLOR AND COUNTY COUNCILLOR

Cllr I Devonshire (EHC) referred to the lodges at the Great Hadham Golf Club. Cllr B Morris had supplied photos which highlight that these do not look like mobile homes. As previously reported, EHC have opened an enforcement file and the officer responsible is Kim Shenton.

Following on from reporting on his new role at EHC, that of 'Rural Champion', last month, Cllr I Devonshire highlighted that the Social Prescribing Co-ordinator had been appointed and he would, following a request, circulate contact details for the Co-ordinator.

Finally, Cllr I Devonshire highlighted that applications to the Recreation Trust for a grant need to be in by the 23rd October, using the specified form.

There was no report from Cllr G McAndrew (HCC) as he was not present but he had given his apologies.

17/159. RESIDENTS' COMMENTS

(i) Neighbourhood Plan Steering Group

A resident expressed thanks to the Steering Group for the quality of the presentation material at the consultation event on the 17th September.

(ii) Minutes

In response to a question, the Chairman reminded those present that the minutes are not a verbatim record of a meeting but are a summary of discussions and a record of decisions made.

(iii) Agenda papers

A suggestion was made by a resident that reports for agenda items could be included as appendices to the minutes with the minutes themselves detailing the key points. This was noted and agreed that a report back to the next meeting would be made.

(iv) Village Hall

A resident reported that the Scout night hike, involving around 600 people, had been held with a 'Star Wars' theme. Those involved with the hike had expressed the view that the Village Hall was a fantastic facility.

17/160. GOVERNANCE DOCUMENTATION

Following confirmation from the Clerk that the policies and procedures proposed were in line with available models with no divergence, it was RESOLVED to approve the following:

- Document Retention Policy;
- Freedom of Information Policy; and
- Information available under Freedom of Information Publication Scheme.

17/161. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 5th September 2017 be received and the decisions taken be ratified.

17/162. BURIAL

RESOLVED that the minutes of the Burial Authority meeting held on 5th September 2017 be received and the decisions taken be ratified.

17/163. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

(i) Payment of Accounts

In response to a question from Cllr B Morris, the Clerk reported that Cllr Mrs P Taylor had attended the HAPTC training course that cheque number 809 referred to. In due course, a report back from this course will be provided, as has been done in respect of other courses attended.

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

PAYMENT OF ACCOUNTS - OCTOBER 2017

Chq	Payable to	For	Amount
802	BA Affinity Water	Water Burial Ground Perry Green	52.30
803	Martin Adams	Land Registry title searches (NP)	27.00
804	Mr Copper	Cut hedges & strim grass verges	210.00
805	Ken Howlett	Banners (NP)	156.00
806	BA Affinity Water	Water Burial Ground St Andrew's	20.00
807	MH Sports Assoc	PC share of Pavilion water costs	240.10
808	Hadham Cross Congregational Church	Room hire (NP)	30.00
809	HAPTC	Training course	195.00

PAYMENT OF ACCOUNTS - OCTOBER 2017 CONTINUED

Chq	Payable to	For	Amount
810	RBS Invoice Finance LTD (Prontaprint)	Presentation material for consultation event (NP)	868.80
811	Broadmead Leisure Ltd	Repair playground equipment	444.00
812	Martin Adams	Contribution to paint for phone box	123.22
813	Home & Office Fire Extinguishers Ltd	Annual service	174.00
Total payments			<u>2,540.42</u>

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

(ii) Financial Statement

The financial statement for 2017/18 was received. There were no matters to highlight.

(iii) Bank reconciliations

The Clerk explained that it is a requirement of the Financial Regulations that the bank reconciliations are independently reviewed by a Cllr every 6 months, namely September and March, with the result reported to the Parish Council. Cllr Mrs J Liverage confirmed that the September bank reconciliations had been reviewed and no issues were identified.

17/164. URGENT BUSINESS

None.

17/165. CLERK'S INFORMATION

None.

17/166. DATE OF NEXT MEETING

Tuesday, 7th November 2017, at 7.30 pm in the Much Hadham Village Hall, Green Room.

There being no further business the meeting closed at 8:24 pm.