

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 5th June 2018, in the Green Tye Mission Hall, at 7:35 pm.

*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 20 members of the public.

18/86. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllr B Morris, Cllr Mrs M O'Neill and Cllr C Thompson.

In addition, apologies were received from Cllr K Twort for his late arrival. (Arrived during 18/92(ii))

18/87. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

18/88. NOTIFICATIONS OF URGENT BUSINESS

None.

18/89. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- reflection on how great the Annual Parish/Village meeting on the 22nd May was, with the attendance by a number of residents, District and County Councillors and the various excellent speakers;
- Green Tye and Perry Green Preservation Society's request to use the green at Green Tye for their fun day on the 24th June, provided not wet, which was agreed;
- the garden open day on the 17th June; and
- the St Elizabeth's Fayre on the 30th June.

Finally, residents were reminded to indicate to the Chair or Clerk if they had something to say during “Residents Comments” (agenda item 18/94).

18/90. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 1st May 2018 be accepted as a correct record of the proceedings and be signed by the Chair.

18/91. REPORTS ON OUTSTANDING MATTERS AND RESOLUTIONS

Report on outstanding matters and resolutions noted. The Chair commented that a quote from Richard Kidger, for the Church Lane bus shelter repair, had been received and this would be added. The Clerk will arrange for further quotes and requested suggestions of people or businesses to contact for this.

18/92. MEMBERS’ REPORTS

(i) Community

Village Hall

Cllr W O’Neill stated that there was nothing to report.

Sports Association/Pavilion

Cllr K Twort stated there was nothing to report in relation to the Sports Association. In terms of the oak tree quote, he highlighted that the tree is split and overhangs the play equipment. In the Arborist’s view, this is dangerous. RESOLVED to approve the quote from Tim Fuller – Arborist of £320 + VAT to remove the oak tree adjacent to the play equipment.

Note – this item was taken after discussing Public Rights of Way.

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

Public Rights of Way

Papers had previously been circulated to Cllrs. In the absence of Cllr B Morris, the Chair outlined that the informal consultation is on the draft order prepared by Sworders for their clients and there will be further formal consultation once Herts County Council issue their draft order.

During the discussion, the following points were made:

- whilst potentially the revised route is easier to walk and safer, it is not clear that the balance of the benefits is in favour of the public, and while there remains a footpath across the paddock, this provides protection against further development for housing;

- Cllr W O'Neill walked both the existing and proposed new routes of these footpaths, and for the walker, the existing route is much better;
- a number of footpaths elsewhere run through gardens and supporting this proposal would set a precedent for others to have their footpaths moved;
- the owner proposing the footpath move knew of its existence prior to purchasing the property; and
- the issue regarding 'permissive paths' is a separate issue, unconnected with the core of the consultation.

It was agreed that the Clerk would draft a response that covered the above points for consideration by Cllrs by email prior to submission. If appropriate, any comments made by residents at item 18/94 to be incorporated.

(iii) Highways

Cllr W O'Neill had no matters to report.

The Chair reported that a meeting had been held recently with the Cllr G McAndrew (HCC) and Highways and three areas were inspected: Snells Corner; Joyce Cottage corner and St Thomas' Church triangle. Various proposals were discussed, and Highways are gathering further information, including costings, before providing a report for discussion with residents of the hamlets and the Parish Council.

Cllr W O'Neill reminded those present that the street light column at Tower Hill required replacing as the existing column had been hit by an unknown driver. Although not hit hard, the column had cracked. It was confirmed that the quote was for a modern equivalent and would be made of steel. Following discussion, it was agreed that the Parish Council's insurers, Zurich, should be contacted to identify whether a claim could be made. If not, RESOLVED to approve the quote from Ringway for £2,696.79 + VAT for the replacement street light column at Tower Hill.

(iv) Media

The Chair highlighted that improvements were being made to the website. One of these was to have a page of links to clubs, societies, health, essentially organisations within Much Hadham. If anyone has any information to include, please contact the Chair.

(v) Neighbourhood Plan

Cllr I Hunt reminded everyone of the event being held on the 14th June to present the final list of housing sites for development, explaining that there will be presentations as well as opportunities to ask questions. He added that the housing mix being proposed will be smaller units, including some affordable housing specifically for local people.

Subject to the results of this event, the Steering Group will be spending the summer writing the Plan, together with the supporting material that is required. This will then be consulted on across the parish in the Autumn.

Following a question regarding the definition of an affordable home, Cllr I Hunt stated that the intention was to have some community land trust housing, a modern day version of the almshouses, which would enable the Parish Council to have tighter criteria for occupancy.

(vi) Security

Cllr Mrs J Liversage stated there was nothing to report.

(vii) Other

Cllr W Compton stated that he had been contacted by a resident regarding 2 trees behind 101 Windmill Way. It is likely that these are on housing association land, Clarion, and the details would be passed on to Cllr I Devonshire (EHC).

18/93. REPORTS FROM DISTRICT COUNCILLOR AND COUNTY COUNCILLOR

The Chair reported that Cllr G McAndrew (HCC) had given his apologies.

Cllr I Devonshire (EHC) reported on the following matters:

- two planning appeals are in progress, namely Dolan's Field and the Great Hadham Golf and Country Club; and
- the draft District Plan is still with the Inspector and the final report is due in September.

In addition, he queried whether the footpath through the school had been diverted yet and it was confirmed that this was still in progress.

18/94. RESIDENTS' COMMENTS

(i) Street light column

In response to a query regarding the cost of replacing the street light column, Cllr W O'Neill confirmed that Ringway are the only organisation that the Parish Council can deal with. In addition, he outlined the other costs included in the quote as more than the cost of the column itself as the costs related to the installation are also included.

(ii) Roads in the hamlets

A resident asked whether there is a timeframe for meeting with Cllr G McAndrew in relation to the roads in the hamlets. In response, the Chair stated no as a number of matters are being investigated first. The frustration felt by residents was acknowledged but an environment of co-operation and assistance is being developed

(iii) Road markings

Following comments regarding road markings still missing in a number of areas within the parish, the Chair reminded those present of the importance to report on the Highways fault reporting system. Getting a reference number helps when pursuing the matter further.

In addition, the Chair reported that she would follow up the road markings for the junction at Danebridge Road, Stansted Hill and Watery Lane, which was dangerous without them.

(iv) Tree works at Green Tye

It was highlighted that it would be useful if the tree work at Green Tye could be undertaken prior to the fun day on the 24th June. This will be taken into account when considering that agenda item (18/97).

(v) Assets of Community Value

In response to a question, Cllr I Hunt confirmed that he would outline the criteria used to select the assets proposed for nomination as assets of community value when that agenda item is discussed. (See 18/95)

(vi) Footpaths

A resident complimented Cllr W O'Neill for walking the footpaths.

(vii) Smaller and affordable houses

Support was given by a resident to the proposal that smaller and affordable houses were being considered in the Neighbourhood Plan.

(viii) State of the roads

A resident was critical of the top dressing of roads that had been undertaken within and near to the parish, considering that the roads in question were not in a bad state, in his view, and pot holes are not being repaired elsewhere. The Chair and Cllr W O'Neill explained that it can take years for planned work to be physically undertaken and would be part of the road maintenance programme which is separate to the emergency repair of potholes.

(ix) County Councillor

A resident commented that the lack of attendance by Cllr G McAndrew to these meetings means that he is treating the Parish Council with contempt. The Chair highlighted that he had attended the Annual Parish/Village meeting on the 22nd May.

(x) Footpath 10 and 11

It was highlighted by a resident that it would be good to have clarification as to where footpaths 10 and 11 actually are and to include this into the proposed letter.

(xi) Flytipping

Cllr I Devonshire highlighted that there had been recent bouts of flytipping, by Jobbers Wood and in Sawbridgeworth, which have been cleared.

18/95. ASSETS OF COMMUNITY VALUE

Cllr I Hunt outlined the reasoning behind Assets of Community Value, thanking Ken Howlett, Neighbourhood Plan Steering Group member, for the work he had done. The five assets currently proposed were those that scored the highest out of a long list consulted upon in September 2017. It was also highlighted that not all nominations make it on to the register held by East Herts Council. Currently, there are only 15-18 assets recorded from across East Herts.

During a suspension of Standing Orders, it was confirmed that The Hoops would be closing with immediate effect, and only staying open on Sundays through to Father's Day. In addition, the process to be followed when an Asset of Community Value is up for sale was outlined.

Following discussion, it was agreed to consider The Hoops as an Asset of Community Value at the next meeting and RESOLVED to nominate the following properties for designation as Assets of Community Value:

- Londis convenience store;
- Much Hadham Health Centre;
- The Bull Inn;
- The Prince of Wales pub; and
- car park to Tower Hill allotments.

18/96. KETTLE GREEN LANE BRIDGE WEIGHT RESTRICTION

The Chair reported that investigations since the last meeting regarding the Kettle Green Lane bridge weight restriction had confirmed that:

- the bridge is inspected annually;
- it was last assessed for its load carrying capacity in 2009; and
- a weight restriction is not required, and it has never had one.

In addition, Highways had commented that it is difficult to implement a weight restriction as alternative routes have to be taken into consideration.

18/97. TREE WORK AT GREEN TYE

Cllr W Compton outlined the 3 quotes received:

- | | |
|--------------------------------------|-----------------|
| • Peter Sykes & Sons Landscaping Ltd | £840 + VAT |
| • Alexander Machinery Ltd | £1,400 + VAT |
| • Herts & Essex Tree Care | £2,250 (no VAT) |

During a suspension of Standing Orders, a resident commented that the trees in question are viable but need to be kept in good condition. The trees do have heavy spurs on them, with the trees at either end being the worst, which need to be removed.

Following discussion, it was agreed that, given the diverse nature of the quotes obtained, to:

- revisit the quotes received with the suppliers to be sure covering the same specification, including being clear that a radical reduction in height is not expected;
- request a quotation from Tim Fuller – Arborist (see 18/92(i)); and
- consider this work again at the next meeting.

18/98. PARISH COUNCIL 3 YEAR PLAN

The Chair reported that all items detailed within the Plan were ongoing and had been covered by the meeting agenda.

18/99. FINANCIAL

(i) Payment of Accounts

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

RESOLVED that setting up direct debits with Affinity for Business to pay for the water supply to the Burial Grounds be authorised. The Clerk confirmed that there was an individual supply to each of Perry Green and St Andrews.

PAYMENT OF ACCOUNTS - JUNE 2018

| Chq | Payable to | For | Amount |
|-----------------------|-----------------------|--|------------------------|
| 859 | LCPAS | DPO service | 300.00 |
| 860 | R Fleetwood | Neighbourhood Plan Project Management (NP) | 240.00 |
| 861 | MH Sports Association | Grass cutting at Recreation Ground | 800.00 |
| 862 | MH Sports Association | Pavilion electricity | 219.36 |
| 863 | MH Bowling Club | Room hire (NP) | 15.00 |
| 864 | M Adams | Reimburse Land Registry searches (NP) | 44.00 |
| Total payments | | | <u>1,618.36</u> |

Cheques will be signed and despatched following the meeting.

(ii) Financial Statement

The financial statement for 2018/19 was received. The summary financial position is detailed below and comparison to the annual budget is attached at Appendix A.

SUMMARY FINANCIAL POSITION AS AT 5 JUNE 2018

| | Parish Council £ | Burial Authority £ | Total £ |
|--------------------------------|------------------------|--------------------------|------------------|
| Opening balance - 1 April 2018 | 32,848.47 | 14,249.65 | 47,098.12 |
| Income | 28,433.59 | 710.00 | 29,143.59 |
| Expenditure | - 11,702.23 | - 574.44 | - 12,276.67 |
| Closing balance | <u>49,579.83</u> | <u>14,385.21</u> | <u>63,965.04</u> |

Note: the following items are included in the Total Fund Balances:

| | |
|--|------------------|
| (1) Earmarked for Neighbourhood Plan (balance) | 361.26 |
| (2) Section 106 receipts | 6,370.00 |
| (3) Earmarked for Neighbourhood Plan (2018/19 grant balance) | 8,235.00 |
| | <u>14,966.26</u> |

18/100. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 1st May 2018 be received and the decisions taken be ratified.

18/101. BURIAL AUTHORITY

RESOLVED that the minutes of the Burial Authority meeting held on 1st May 2018 be received and the decisions taken be ratified.

18/102. STAFFING COMMITTEE

RESOLVED that the minutes of the Staffing Committee meeting held on 15th May 2018 be received and the decisions taken be ratified.

18/103. URGENT BUSINESS

None.

18/104. DATE OF NEXT MEETING

Tuesday 3rd July 2018, at 7:30 pm in the Much Hadham Village Hall, Green Room.

Before closing the meeting, the Chair thanked the Green Tye residents for the tea, coffee, cake and warm welcome. There being no further business the meeting closed at 9:02 pm.

MUCH HADHAM PARISH COUNCIL

YEAR ENDED 31 MARCH 2019

BUDGET TO ACTUAL COMPARISON AS AT 5 JUNE 2018

| (Parish Council only) | FULL YEAR | YEAR TO DATE | COMMENT |
|---|------------------|------------------|--------------------------------------|
| | 2019 | 2019 | |
| | BUDGET | ACTUAL | |
| | £ | £ | |
| INCOME | | | |
| Precept | 39,000.00 | 19,500.00 | |
| Litter Agency | 3,950.00 | - | |
| New Homes Bonus | 3,223.00 | - | |
| Pavilion income | 500.00 | 638.00 | |
| Grant | | 8,235.00 | Grant for Neighbourhood Plan |
| Other | 5.00 | 60.59 | £60 rent from Henry Moore Foundation |
| VAT reclaimed | 5,000.00 | - | |
| TOTAL INCOME | 51,678.00 | 28,433.59 | |
| EXPENDITURE | | | |
| Staff costs | 6,600.00 | - | |
| PWLB loan repayment | 5,387.46 | 2,693.73 | |
| Administration costs | 2,500.00 | 794.40 | |
| Insurance | 3,600.00 | 1,398.92 | |
| Audit fees | 720.00 | 420.00 | |
| General Data Protection Regulation compliance | 2,200.00 | 300.00 | |
| Election expenses | - | - | |
| Maintenance of open spaces | 5,700.00 | 1,365.00 | |
| Litter Agency | 4,008.00 | 668.00 | |
| War memorial (lighting and maintenance) | 1,000.00 | 48.69 | |
| Street lighting (energy and maintenance) | 1,770.00 | 2,108.07 | This is the prior year charge |
| Street lighting (replacement programme) | - | - | |
| Pavilion | 1,770.00 | 794.04 | Includes £420 for burst tap repair |
| Grants and donations | 1,000.00 | - | |
| Neighbourhood Plan | 2,000.00 | 299.00 | |
| Capital (to be allocated) | 6,800.00 | | |
| Capital - laptop | 600.00 | | |
| Maintenance - Red Lion bus shelter repair | 1,000.00 | - | |
| VAT | 5,000.00 | 812.38 | |
| TOTAL EXPENDITURE | 51,655.46 | 11,702.23 | |