

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 7 June 2016, at 7.30 pm in the Much Hadham Village 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: 24 members of the public.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr G McAndrew (HCC).

2. DECLARATIONS OF INTEREST

None.

3. DECLARATIONS OF ACCEPTANCE OF OFFICE

The Chairman confirmed that all newly elected Councillors had signed their declarations of acceptance of office in the presence of the Clerk.

4. CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed Cllr O'Neill, Cllr Thompson and Cllr Twort onto the Council and, in addition, she thanked member of the public for their attendance.

The Chairman stated that the public had the right to record the meeting if they so wished. Should this be the case, the Chairman respectfully asked that she be notified in advance. Cllr Morris confirmed that he would be recording the proceedings.

Members were informed that as part of the Queen's birthday celebrations, the Queen's Birthday Committee was keen to refurbish the old red telephone box on Tower Hill, an initiative which members welcomed.

5. MINUTES OF THE LAST MEETING HELD ON 3 MAY 2016

RESOLVED that the minutes of the last meeting held on 3 May 2016 be accepted as a correct record of the proceedings and be signed by the Chairman.

6. MATTERS ARISING

(i) Minute 13, page 6, paragraph 2 – Resident’s Comments (Facebook)

Cllr Compton requested that the administration of the Facebook page be instructed to notify the Police of the hacking incident in order to be compliant with the law.

The Chairman stated that the Police had been notified and she was not aware that a crime had been committed. However, the Chairman would look into the matter and report back to the Parish Council.

7. APPOINTMENT OF PARISH REPRESENTATIVES

RESOLVED that the various duties and responsibilities of each Councillor as set out on the attached document be formally approved. (See Appendix A)

8. MEMBERS’ REPORTS

(i) Community

Village Hall

No further report was given to members. However, it was confirmed that the Village Hall accounts had now been received from the Village Hall Management Committee.

Sports Association

Pavilion

- Continuing to operate as a mid-week coffee shop.
- Children’s parties were increasing in popularity.
- Hours of opening of the external toilets were being extended during the summer months
- Digilock had been installed at the expense of the tennis club to facilitate use of the toilets when closed to the public.

(ii) Environment

Parish Rights of Way

Cllr Morris read out the contents of the attached report (see Appendix B).

Parish owned land – Fencing Common Land

Cllr Hunt reported that both he and the Chairman, together with local representatives had met with HMF to agree the delineation of ownership in respect of the boundary of the Common Land at Perry Green. This had been to enable fencing work to proceed.

Litter bins

A request had been received from the parish litter pickers to replace damaged litter bins. This would need to be assigned to a portfolio holder.

Fly Tipping

It had been reported that a considerable amount of fly tipping had been observed. However, this had been quickly removed by East Herts Council for which members expressed their gratitude

(iii) Highways

- Verge repairs had taken place along Kettle Green Lane.
- Road markings on Malting Lane and the sunken gully approaching Snells Corner would suggest that remedial work was imminent.
- A request had been submitted for the reinstatement of the white line markings at the junction of Danebridge Road and at the foot of Station Hill.
- Demolished wooden post on pavement at junction of Ash Meadow had been reported to the HCC. As there was some doubt as to who had installed the posts it might be the Parish Council's responsibility.
- The grass verge by the Windmill Way junction appeared not to have been maintained.
- With regard to street lighting, no new faults had been reported since the last meeting and it was noted that there were now seven street lights out of lighting and one road sign. Three of the long term problems with the street lights were on Church Lane and Tower Hill and the remainder were on the B1004.

(iv) Media (Gigaclear)

Cllr Hunt reported that Little Hadham, Hunsdson, Widford and Much Hadham villages had all signed up. However, Hadham Cross and the hamlets were not yet over the threshold. Cllr Hunt urged residents to sign up as a matter of urgency otherwise the bottom end of the village was in danger of being bypassed.

The Chairman was pleased to report that the website was now coming to life, agendas and minutes were being uploaded and a new page had been created for the Neighbourhood Plan. The Parish Council was now looking to make the site more useable and an informative means of communication.

(v) Neighbourhood Plan

Cllr Hunt reminded parishioners of the forthcoming consultation event being held in the village hall on Saturday, 18 June 2016. This would be an opportunity for residents to comment on the contents of the vision statement and to assist the Steering Group in formulating broad decisions concerning future housing development in the parish.

The meeting would be a fact finding exercise whereby residents would indicate their aspirations with regard to future housing development. These would help guide the Steering Group in its next steps. A leaflet drop inviting residents to the meeting would be undertaken this coming weekend.

With regard to the revised development policy for the villages, this would not be resolved by East Herts Council until July/August. However, East Herts had been made aware of Much Hadham Parish Council's position on this matter.

(vi) Security

- Flood prevention – work had been carried out to the culvert outside the village hall.
- Defibrillator – it had been established that contrary to previous assumptions, there was no defibrillator situated in the fire station. However, outside funding was being sought to provide such equipment. Volunteers would be required to undertake training.

(vii) Other

- Reference was made to the Steering Group Consultation meeting would be held on 18 June 2016. Cllr Morris stressed the importance of this event not being led in anyway by the Steering Group and he felt that those residents attending should be directed only to considering options for future housing development within the confines of the village development boundary. In no way should any proposal

outside the village development boundary be considered as an option. Cllr Hunt confirmed that the Steering Group would not lead in this matter.

9. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

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

Cllr Devonshire stated that he had nothing to add to that reported by him at the Annual Parish Meeting. However, he did reiterate the fact that the District Plan would be presented to the Executive Planning meeting on 15 September 2016 after which it would go out to public consultation and then to the Planning Inspectorate.

(ii) Report from County Councillor

No report was forthcoming from Cllr Graham McAndrew.

10. RESIDENTS' COMMENTS

(i) Ownership of the Tennis and Bowls Club Facilities

Following a question regarding the ownership of the facilities, members were informed by a resident that the freehold of the recreation ground was held in trust by the Parish Council and, as a consequence, all property situated on the land was owned by the Parish Council.

(ii) Future Building

A question was raised regarding the possibility of building being allowed outside the village development boundary. The Chairman stated that this would only be a considered option should the emerging District Plan change the planning criteria for village development.

Cllr Morris stated that he was given to understand that a local land owner had identified land that he wished to develop and which was outside the village dev boundary. Residents were very fearful of potential residential development being allowed. Cllr Morris further reiterated his previous comment that at the meeting to be held on 18 June, there should be no opportunity afforded to residents to come up with any suggestion for development which was outside the village development boundary. It was important that East Herts Council was made fully aware of Much Hadham's position in this matter.

Cllr Hunt took on board the comments made, however, he felt that if residents wished to discuss options for development on the fringes of the village the Steering Group needed to listen to them. He also stated, in response to a question, that visitors to the consultation would not be asked to pin or mark on a map their preferred development sites.

11. PLANNING

RESOLVED that the minutes of the Planning Sub Committee meeting held on 3 May be received and the decisions taken be ratified.

12. NEW BANK MANDATE

The following members agreed to be signatories on the Parish Council's account:

Cllr Hunt and Cllr Mrs Liversage (existing signatories)
Cllr O'Neill, Cllr Thompson and Cllr Twort (new signatories)

Documentation to effect the above was handed to the new signatories for completion and forwarding onto the NatWest.

13. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

(i) Payment of Accounts

RESOLVED that the accounts as shown on the attached statement (see Appendix C) be duly authorised for payment.

(ii) Financial Statement

RESOLVED that the contents of the attached statement (see Appendix D) be received.

14. FINANCIAL ACCOUNTS 2015/2016 AND AUDITOR'S REPORT

(i) Annual Return for year ended 31 March 2016

RESOLVED that the contents of the Annual Return be noted and the document be formally approved by the Parish Council.

(ii) Financial Accounts for year ended 31 March 2016 and Auditor's Report

RESOLVED that discussions on the financial accounts and auditor's report be deferred to a future meeting prior to 30 June 2016.

15. URGENT BUSINESS

- Concerns were raised regarding the condition of the highways surface in the vicinity of Church Lane and Malting Lane and to the lack of remedial work having been undertaken. Cllr Morris stated that such work could be funded from Cllr McAndrew's locality budget of £10,000.

- Concerns were expressed regarding the non-attendance at any of the Parish Council meeting by Cllr McAndrew and a request was made that a letter be forwarded to Cllr McAndrew requesting his attendance at future meetings. Cllr Devonshire stated that the first Tuesday in the month was never convenient for Cllr McAndrew, who was committed to attending regular monthly meetings of the District Council's Executive Committee meeting.

16. ITEMS FOR FUTURE AGENDA

- (i) Review of Standing Orders.
- (ii) Review of Financial Regulations.
- (iii) Three-year plan for the Council.

17. DATE OF NEXT MEETING

Tuesday, 5 July 2016, at 7.30 pm in the Much Hadham Village Hall.

There being no further business the meeting closed at 8.45 pm.

PORTFOLIO	Committees	Priorities	Areas of responsibility
Governance and Finance Penny / Ian	Staff Committee (chair)	Support new councillors Form Staff Committee	Precept, insurances, employee management, legal issues, training, ensuring that Standing Orders and the Code of Conduct are adhered to, co-options, agenda management, risk management, complaints handling, EHC / HCC / HAPTC liaison (Liaison with PG>)
Church Blaise / Jan / William (all are members)	Burial Authority (chair)	Burial authority 10 year plan	Burial grounds maintenance and expansion, church liaison
Community Ken / Marianne (SA) Clive / Bill (VH)	VH and SA reps	Work with SA on increasing usage of recreation ground Work with VHMC on its priorities New management / caretaking arrangements for Pavilion	Community groups liaison (Sports Association, Pavilion management, Village Hall management) war memorial, bus stops, telephone boxes
Environment Blaise / William		Dell Cottage / Moor Place paths	Parish paths, PC-owned land maintenance, tree surgery, litter and dog bins, conservation area, river and stream quality,
Highways Bill / Clive		Traffic management (village and hamlets) & Parking problems – create Working Party (?) Street light asset management plan	Maintenance reporting (potholes, drains, pavements, street lighting etc), traffic calming, parking etc.
Media Marianne / Penny		Facebook policy Increase website usage	MHPC website, Twitter (?), Facebook, Parish Magazine, Press, broadband provision, mobile phone coverage
Neighbourhood Plan Ian (Chair)	NP Steering Group (chair)	Produce a NP	
Planning Chair to be elected (possibly Clive?) (all are members)	Planning Committee (chair)		Planning applications
Security Jan / Ken			Police liaison, Fire and rescue liaison, Neighbourhood Watch liaison, Rural Watch liaison, flood plan (culverts & ditches)

Public Rights of Way Events/Activities/Actions Period Month of May 2016
For Parish Council Meeting 7 June 2016

Footpath 11- Foxley Developer created new pathway in bank of road to create a new Kettle Green Lane road crossing running North-South to avoid Definitive Footpath via Dell Cottage. Work began 24 May and was stopped. All authorities notified. No Diversion Order has been confirmed or made. HCC Highways had not been notified and the works may require Planning Permission. Presently work has terminated and the legal route for FP 11 is through Dell Cottage.

Footpath 22 - Invitation for comment during the existing consultation period for moving the FP out of St Andrews School has begun. I have not received any comment. The Parish Council have approved the diversion of this FP since 2003. If anyone has comment they need to write to Richard Cuthbert at HCM who is dealing with this case.

Footpath 26 - There will shortly be site Notices confirming the re surfacing of this FP using tarmac will take place shortly, hopefully this month. The Notices are valid for 6 months. The work should take no longer than one week. Walkers are kindly asked to use Maltings Lane as a diversion.

Bridleways 17 and 49 - There are now cattle in the fields where the Bridleways pass through. There has been a change of land ownership and the owner is known to me. He is very pleasant. He has installed new fencing and gates. These gates are in pairs, designed to create "air locks" to prevent any livestock escaping. The gates have springs. These can jam open and riders may not want to try to shut them, and/or they may not shut themselves. This arrangement will also help vehicular access into the fields. The gates have horse rider handles. There is some disquiet from a few villagers about these new arrangements but they are all legal and meet legal requirements. It is hoped that with gentle persuasion and some humour the owner will make a few changes at his expense to the satisfaction of all. There was some talk of a petition. Urge everyone to tread softly and all will hopefully achieve an admirable and fair compromise.

Bridleways 52 & 53 - New Way marker Posts

Footpaths 10 & 11 & 14 & 36 - New Way marker Posts

Brands Lane 48 & Cox's Lane - Restricted Byway & Bridleway. Chaldean/Morrison Farms are creating a new widened track between the two on agricultural land. I have written to Paul Dean Enforcement Officer at EHC trying to establish why Planning Permission is not required for these works.

In particular is the grave concern about huge agricultural machinery and tractor trailers with cultivated crop accessing Kettle Green Lane from Brands Lane. This is an especially dangerous junction at the foot of a humped back railway bridge with a blind spot and sharp turn. I wrote 24 May and am still awaiting a reply. HCM is copied in as is Dist Cllr Devonshire.

Bridleway 38 - The bridge on the Bridleway has been repaired with urgency with part new wooden decking to prevent a hoof going through it

Bridleway 52 which leads to Wareside 16 - Letter has been sent to Landowners demanding full reinstatement of the surface which has been severely damaged by vehicles. I know the owners and they are obliged to carry out repairs at their cost. They will of course oblige.

Footpath 11- No 1 Windmill Way (appears to back onto Footpath 11). We received a report large trees have boughs hanging over the house but not yet touching the roof. The trees are not causing a problem to the footpath users. The landowner will need to be contacted by the householder directly. The landowner could be any of three and I will talk to the homeowner about this.

Footpath 25 - The surface around the manhole cover was repaired and made good following a request. A further request has been received for a new replacement handrail to be installed close to the manhole cover to help elderly walkers. The request has been submitted. Frankly the whole path needs proper maintenance. This footpath belongs to the Parish Council and is one of the most heavily used in the village.

NEW Byway through Bucklers Hall Farm, Perry Green - Joining Restrictive Byway 41 and BOAT 45 - Deadline 4 June for comment. Taken from the PG/GT Preservation Society email to the Community:

Dear Hamlets Resident,

The attention of the Perry Green and Green Tye Preservation Society has recently been drawn to two separate applications which have been made to Hertfordshire County Council to record a Restrictive Byway on the Definitive Map of Rights of way for Hertfordshire. These Restrictive Byways would fall within the area of the farmyard at Bucklers Hall Farm at the end of Bucklers Hall Lane, Perry Green. The two applications have been brought together and are being treated as one.

The application would in effect record a Restrictive Byway i.e. Record rights of way to ramblers and horse riders across the working farmyard between the end of the highway at Bucklers Hall Lane and the footpaths (Much Hadham 41 and Much Hadham BOAT 45) which run just past the ponds on the far side of the farmyard from Bucklers Hall Lane.

A detailed explanation of the proposal together with photographs and maps and a full explanation of the process is available on the Hertfordshire Council website at http://democracy.eastherts.gov.uk/documents/s31979/M_IB.pdf or by telephoning Hertfordshire Archive and Local Studies (HALS) on 01438 737333 or 01923 471333.

The Prior's - Robert and Sue, the owners of Bucklers Farm, have always allowed access, by permission, for local people to walk or ride horses through their yard, however, this is a working farmyard with associated traffic and hazards. The Prior's are naturally opposed to the proposal as it would grant rights of access across their land to connect the lane with the footpaths .

There is a fixed process for the review of such applications and this activity is undertaken by the Hertfordshire County Council Rights of Way Service and will involve detailed searches of county maps, records and references as well as a public consultation. Within this process there is a fixed window of opportunity for members of the public who may wish to participate in the public consultation. This window is currently open and any communications should be sent before the deadline which expires on the 4th June 2016.

A number of people from within the Hamlets have raised concerns with the

Application and the Perry Green and Green Tye Preservation Society have been asked to both comment on the proposal and encourage individuals to write to either comment or share any information (anecdotal or otherwise) as a part of the public consultation process that might help inform the review of the application.

The Perry Green and Green Tye Preservation Society have discussed the proposal and have also sought comment from some of the longer standing members of our community and we are aware of no anecdotal evidence of there having been a byway or right of access across the farmyard in the past. In addition, from what we understand, the degree of use of the Bucklers Hall Lane to access the footpaths also seems to be very limited.

The Society would encourage anyone with either any information or opinions, that might inform the deliberations, to write to the Hertfordshire County Council Rights of Way Service. The Perry Green and Green Tye Preservation Society will be sending a letter to the council in the next few days and we would be so very grateful if you could send a letter of objection as soon as possible.

The address to write to is:

Mr T. Ruzala Rights of Way Service CHN103 Environmental Department Hertfordshire
County Council County Hall Pegs Lane Hertford SG13 80N

Quoting Reference EH420.

Please do not hesitate to contact either myself or any other member of the Preservation Society if you have any comments or queries in this matter.

Regards,

V. Iliffe, Chairman, Perry Green and Green Tye Society

We are now entering the Season of cutting and mowing. Vegetation has grown 3 feet or more in the past month in places. Please be understanding that it is not always possible for every footpath to be mown to lawn standard. There will be mud, there will be stinging nettles and cow parsley. There is a duty by landowners to ensure any Public Right of Way is at all times reasonably passable and it is to be hoped those people take the initiative to do their duty rather than wait for the taxpayer to meet the cost. Clearly if anyone comes across any danger the Parish Council we must please be told immediately. Equally anything broken, missing, or hazardous also needs to be reported. Thank you.

Our Parish prows are probably in the best condition in the County thanks to HCM and Nicholas Maddex's dedicated team. I should like to thank him on behalf of us all for the good works he has done.

Blaise Morris, 7 June 2016

MUCH HADHAM PARISH COUNCIL

MINUTES of an Extraordinary Meeting of the Much Hadham Parish Council held on Monday, 20 June 2016.

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: No members of the public.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Compton and Cllr Morris.

2. STAFFING COMMITTEE

RESOLVED:

- (i) That the Staffing Committee comprise the following Councillors:
Cllr Hunt
Cllr Mrs Taylor
Cllr Mrs Liversage
- (ii) That the Staffing Committee be given delegated powers of co-option with regard to the conduct of interviews for appointment of the replacement Clerk.

3. FINANCIAL ACCOUNTS AND AUDITOR'S REPORT 2015/2016

Members had been circulated with a copy of the above documents.

Cllr Hunt referred members to the reserve of £37,000 appearing in the balance sheet which he stated was wholly earmarked.

With regard to the excess of expenditure over income appearing in the Income and Expenditure Account, Cllr Hunt stated that this was an under-budgeted sum in respect of the pavilion expenditure as a consequent of the decision taken to refurbish the pavilion.

It was noted that the Internal Auditor, in his report, had concluded that the control objectives set out in the report had been achieved throughout the financial year to a standard adequate to meet the needs of the Council.

RESOLVED that the financial accounts for the year ended 31 March 2016 be approved.

There being no further business, the meeting closed at 7.50 pm.