

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 4th October 2016, at 7.30 pm in the Much Hadham Village Hall Main Room.

*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 the Chairman's absence, meeting chaired by Cllr I Hunt.

In attendance: 31 members of the public.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs P Taylor and Cllr B Morris.

2. DECLARATIONS OF INTEREST

Cllrs I Hunt and Mrs M O'Neill declared an interest in cheques to be approved under agenda item 13(i) and therefore would not be voting on the motion to approve the payments. No other declarations made.

3. NOTIFICATIONS OF URGENT BUSINESS

The Chairman announced one item of urgent business. There is a proposal to develop land either side of the drive to Moor Place, behind the war memorial. This item was too late for inclusion on the agenda but as it is of obvious interest to villagers, it will be treated as an item of Urgent Business and, rather than wait until item 15 on the agenda, which is the allotted space for such matters, in view of the public interest it will be considered after item 6.

4. CHAIRMAN'S ANNOUNCEMENTS

(i) Contributions to discussions

Fellow councillors were reminded that it is good practice to make all contributions to discussions through the Chair, rather than making speeches to the audience. The views of residents welcomed under item 10.

5. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 6th September 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, produced by the Clerk, was discussed and noted.

15. URGENT BUSINESS – MOOR PLACE

The Chairman stated that as a matter of good practice, developers are encouraged to engage with the Parish Council as soon as possible in their thinking about site development. As mentioned earlier, there is a proposal to develop land either side of the drive to Moor Place, behind the war memorial, and extending to the first gate on the drive, in line with the far corner of the tennis courts.

John Clarke, architect, on behalf of the landowner, Dr Roh, outlined the proposed sustainable development, including sharing a draft site plan. The site is adjacent to the settlement boundary and is for a number of houses, including affordable ones, and aims to take into account that Moor Place, the gates and the War Memorial are listed buildings. The positives for the development were outlined. It was recognised that a new access road would be required to reduce the traffic flow through the listed gate pillars.

Standing orders were suspended in order to allow for questions from the residents' present.

The following points were covered as part of the questions:

- Historic England view – impact will be assessed as part of the planning process;
- Screening by use of trees – open to the recreation ground to facilitate better access;
- Housing density – whilst 22 properties shown on the draft site plan, the actual density has not yet been determined;
- Extra access – to reduce the movement through the main gates;
- Include in the count for new houses – hoping to move settlement boundary so that in the right place to encompass all sites where new build is possible and desired;
- Prevent development under the Common Land Act 2006 – no comment possible;
- Process for moving the settlement boundary – ultimately through a referendum so villagers get to decide;
- Further opportunity for houses on the right hand side – no;
- Impact of parking on Tower Hill – no impact foreseen;
- Motive for the housing development – question specific to landowner who was not present;
- Dangerousness of exits – HCC will need to be consulted with;
- School places – this will be considered as part of the planning process;
- Provision back to the village through either gift or s106 monies – too early to comment;
- Reduction of car use – impact from being in the centre of the village; and
- Number of affordable properties – not yet fixed.

Standing orders reinstated.

7. MEMBERS' REPORTS

(i) Community

Cllr K Twort reported back on the latest Sports Association meeting. Work on the digilock is still in progress and work is required in respect of the showers. The Pavilion has woodworm in all 4 sides and a survey has been undertaken to identify the severity of this problem and the remedial works required.

In addition, reported that Hadham Villa Football Club is closing and that the children's play area had been inspected and no major issues identified.

Cllr Mrs M O'Neill reported that the Pavilion has been hired out a number of times, including for the Macmillan coffee morning which raised £184. Clarification was also provided on the rental costs. This is £10 per hour plus a cleaning charge. Use of the Pavilion to be encouraged but needs to be at a realistic rent level.

Cllr W O'Neill reported that the work on the Village Hall Green Room floor is scheduled to start shortly. There have been difficulties with getting a start date from the builder. Funds to be claimed by the Parish Council to cover part of the associated costs.

The Village Hall insurance is due to be renewed and consideration should be given to combining this with the Pavilion in future years.

There is an ongoing issue with dog mess being deposited in the bins at the Village Hall and around the car park. Consideration to be given to installing a dog litter bin at the next meeting.

(ii) Environment (inc Public Rights of Way)

Public Rights of Way

Cllr W Compton read the update provided by Cllr B Morris on the state of PROW in the parish. In addition, whilst not part of the remit, reference was made to hedges growing into the roads in many places which is a hazard and landowners in many cases have yet to begin cutting. Adverse impact of late hedge cutting on wildlife referred to.

Trees on Green Tye Village Green

Cllr W Compton reported that the assessment from the arborist had been received in respect of the trees. The assessment was that the trees are fine but some tidying up work could be undertaken. RESOLVED that no further action required.

Hedge trimming work at Green Tye

RESOLVED to accept the quote for £350 for hedge trimming work at Green Tye to be undertaken. This work had been undertaken previously by the Parish Council as land in question is believed to be part of the Green Tye common – from Green Tye Farm Cottage to the post box.

(iii) Highways Cllr W O'Neill

Cllr W O'Neill reported on the matters reported to Ringway for action and those items that had been addressed.

Investigation of the movement of the property boundary at Malting Lane has found that the fencing is on the owner's land, as proved by reference to land registry documentation.

The Traffic Data report has been released and the figures suggest that traffic volumes in the parish have increased in 2015 against a longer term trend of reducing volumes. The traffic volume is influenced by problems on the surrounding A Roads and Motorways but there are certainly more cars in the parish creating issues that need to be addressed and are included in the Neighbourhood Plan process. School related traffic probably has a significant impact on the data and traffic volume throughout the parish is a problem at certain times of the day and certain days of the week.

There are a number of forthcoming road closures in the area and details of these can be found on the HCC website.

(iv) Media

Cllr Mrs M O'Neill reported that the Gigaclear take up at Hadhams Cross had not reached the numbers required therefore there is a risk that no further action would be taken.

(v) Neighbourhood Plan

Cllr I Devonshire will provide an update on the draft District Plan under item 9.

Cllr I Hunt reported that members of the steering group have completed a significant amount of work on the demographics of the parish this month, using 2011 census data. The aim has been to accumulate evidence to support proposals for the type or mix of new housing that we want to see in the village. The data confirms, by comparison to the averages for East Herts, that Much Hadham has:

- far fewer residents aged 25-44 and far more aged >65; and
- far fewer 2/3 bedroom houses and far more houses with 5+ bedrooms.

These dynamics will have consequences for Much Hadham's housing policy and this will be discussed further at the next meeting (Tuesday in the Bowls Club 7.30pm).

Total spend to date on the Neighbourhood Plan is £1,885.

(vi) Security

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

(vii) Other

RESOLVED to accept the quote for £478 to undertake the grounds maintenance work at the Perry Green burial ground. This work involves removing the broken posts and chain link fence, and removing debris.

8. TELEPHONE BOX CONSULTATION UPDATE

As a reminder, the community at Green Tye offered to relocate the telephone box at the junction of Windmill Way and Station Road to the green, possibly to house a defibrillator. Views of local residents were sought and responses to date are evenly divided between retaining in its current location or moving it. A few residents have shown interest in taking over responsibility for maintaining the telephone box in its present position. These local residents are being asked to come back with a firm proposal for its ongoing use and maintenance, ideally so that a decision can be taken at our next meeting.

9. REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

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

Cllr I Devonshire reported on the following matters:

- Draft District Plan is now out and Chapter 10 relates to Much Hadham and other villages. The target is for 54 new houses between April 2017 and April 2033 which equates to 3 houses per year. The village hierarchy was kept;
- Oudle Lane signs have been done but still no progress on identifying the correct person to address the issue relating to the give way road markings;
- Idea to use the s106 monies to replace the broken lamp columns is supported; and
- In future, a surgery will be held once a month possibly at the Pavilion to discuss issues with residents.

Cllr I Hunt highlighted that if the Parish Council wish to formally comment on the draft District Plan, the response to be made will need to be considered at either the November or December meeting. It also needs to be noted, that EHC will not be changing the plan for any comments received. Views on this to be emailed to either Cllr I Hunt or the Clerk.

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

Cllr G McAndrew reported on the following matters:

- Defibrillator will be in place in the next few weeks at the Fire Station. This has been partially commissioned from the Cllr's locality budget;
- Clarification that the gully cleaning is undertaken on an 18 month cycle with priority areas undertaken on a 6 monthly cycle. Further information to be provided in respect of Malting Lane;
- Snell's Corner through to Perry Green is still being progressed. Road surface is fine but the edges still need to be addressed. County engineers to walk the route from Snell's Corner through to Bourne Lane to identify the best way to address this problem.

The issue of sunken gullies on the B1004 approaching Snell's Corner was raised for follow up with County.

10. RESIDENTS' COMMENTS

(i) Moor Place plan

In response to a question relating to affordable homes or low cost homes, an explanation was provided on how the number of affordable homes was determined.

Subsequently, in response to further questions, it was highlighted that the viability of the scheme overall has an impact on the number of affordable properties. S106 monies are negotiable.

Suggestion made that the residents of the 10 or more houses directly affected should be invited to discuss the proposed plans and its impact. This was noted by John Clarke.

(ii) Housing at Millers View

New housing at Millers View is outside the current village boundary. Cllr I Hunt explained that as East Herts Council does not have a 5 year supply of land to develop, the National Planning Policy Framework applies. This means that if a development outside of the current boundary is a sustainable development, EHC can not refuse planning permission.

(iii) Woodworm at the Pavilion

It was asked whether the builder could be held accountable for the woodworm at the Pavilion considering that he used existing weatherboard in the renovation. Cllr I Hunt replied that need to see what the survey of the Pavilion says before taking any further action.

11. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 6th September 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 - OCTOBER 2016

Chq	Payable to	For	Amount
677	Clr I Hunt	Website, printing, stationery for consultation event (NP)	156.09
692	MH Sports Association	Reimbursement of electricity Pavilion	85.71
693	HAPTC	New Clerks course	35.00
694	Jill Dickson	Pavilion Cleaning August	70.00
695	C Copper	Hedge cutting recreation ground + Causeway St Andrews Church	355.00
696	CPRE	Membership	36.00
697	Jackie Johns	Pavilion cleaning	75.00
698	M O'Neill	Reimbursement lock at Pavilion	90.00
699	Clr I Hunt	Website, surveys and printing (NP)	345.55
700	Lynne Mills	Printing (NP)	113.00
701	BDO LLP	External audit fee	480.00
702	HCC	Stationery	8.76
703	EHDC	Annual inspection of play area	49.80
704	FM Forth	Clerks expenses Invoice 2 (Stationery & postage)	29.85
705	Richard Kidger	Maintenance notice board Perry Green	390.00

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.

(iii) External Audit

The external audit has been completed and there was one issue arising of a procedural nature. The Annual Return had been signed by the Parish Council after the period for the exercise of public rights had commenced. This will be corrected in future.

RESOLVED to approve the audited Annual Return.

13. REVIEW OF FINANCIAL REGULATIONS

RESOLVED that the updated Financial Regulations be adopted.

14. COMPLAINTS PROCEDURE

RESOLVED that the Complaints Procedure be adopted.

15. URGENT BUSINESS

This was taken after item 6 – see above.

16. ITEMS FOR FUTURE AGENDA

Chairman confirmed that the items for future agendas were:

- (i) Review of Standing Orders.
- (ii) Press and Media Policy Draft
- (iii) Internal Auditor's Recommendations

Reminder to inform the Clerk of items for inclusion on an Agenda. In line with current practice, an informal meeting will be arranged to discuss agenda items in advance of the deadline.

Note - deadline for agenda items for the next meeting is the 24th October.

17. DATE OF NEXT MEETING

Tuesday, 1 November 2016, at 7.30 pm in the Green Tye Mission Hall.

There being no further business the meeting closed at 21:14 pm.