

## **MUCH HADHAM PARISH COUNCIL**

MINUTES of the Much Hadham Parish Council Annual meeting held on Tuesday, 1<sup>st</sup> May 2018, in the Much Hadham Village Hall, Green Room, at 7:30 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 11 members of the public.

### 18/65. ELECTION OF CHAIR

RESOLVED that Cllr Mrs P Taylor be duly elected to the office of Chair of the Parish Council for the ensuing civic year.

### 18/66. DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR

Cllr Mrs P Taylor duly signed her declaration of office.

### 18/67. ELECTION OF VICE CHAIR

RESOLVED that Cllr I Hunt be duly elected as Vice Chair of the Parish Council for the ensuing civic year.

### 18/68. APOLOGIES FOR ABSENCE

None.

### 18/69. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

### 18/70. NOTIFICATIONS OF URGENT BUSINESS

None.

## 18/71. CHAIR'S ANNOUNCEMENTS

The Chair thanked fellow Cllrs for their vote and expressed her thanks to:

- Cllr I Hunt for his support as Vice Chair and the work undertaken on the Neighbourhood Plan;
- Cllr W O'Neill for the lighting project, and Village Hall carpark in conjunction with the Village Hall Management Committee Chair;
- Cllrs K Twort and Mrs M O'Neill for their work in respect of the Pavilion;
- Cllr B Morris for securing the P3 grant;
- Cllr C Thompson for the emerging work from the Traffic Working Party; and
- Cllr J Liversage for the regular maintenance plan at the Burial Grounds.

In addition, the Clerk was thanked for her work in relation to the annual accounts.

Finally, the Chair reminded those present that the next meeting would be the Annual Parish/Village meeting on Tuesday 22<sup>nd</sup> May. It was highlighted that different speakers had been invited, refreshments would be available and everyone is welcome.

## 18/72. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 3<sup>rd</sup> April 2018 be accepted as a correct record of the proceedings and be signed by the Chair.

## 18/73. REPORTS ON OUTSTANDING MATTERS AND RESOLUTIONS

Report on outstanding matters and resolutions noted. The following comments were made:

- Cllr B Morris commented that it had been nearly 8 years since the section 106 monies had been agreed. The Chair reported that Highways are looking at the passing places in Kettle Green Lane. These are not owned by the County Council therefore the owners' permission is required prior to any sealing work being undertaken;
- Cllr B Morris also stated that a report is being produced (by himself and a resident) regarding blocked drains in the Kettle Green Lane area. When asked, he confirmed that these had not been reported on the Herts County Council fault reporting system;
- the Chair reported that there was no weight restriction on the railway bridge on Kettle Green Lane and nor would one be placed. It was noted that even if it were, the local businesses would gain exemptions. Following discussion, it was agreed that a report would be produced on this matter for the next meeting;
- Cllr W O'Neill highlighted that the Village Hall car park actions had been completed; and

- it was agreed that the replacement of the outstanding wooden post at the junction of Kettle Green Lane and Hadham Cross would be considered as part of the Traffic Working Party.

#### 18/74. ALLOCATION OF PORTFOLIOS

The Chair proposed that the existing portfolios remain as they are to enable continuity and this was agreed. It was also highlighted that 2019 was an election year therefore it would be more appropriate to make any necessary changes at the next annual meeting.

#### 18/75. MEMBERS' REPORTS

##### (i) Community

##### Village Hall

Cllr W O'Neill reported that he had been unable to attend the Village Hall Management Committee Annual General Meeting (AGM) on the 26<sup>th</sup> April. However, no major issues had been brought to his attention and he considered that the Management Committee had made great progress in the last year on many fronts, including the installation of the much anticipated dog waste bin.

##### Sports Association/Pavilion

Cllr K Twort reported that he had attended the Sports Association AGM and expressed his admiration for the efforts of the volunteers there. The Tennis Club is doing well with members but the issue remains with the football club, with efforts still being made to establish a Sunday football team.

It has been highlighted that as the Sports Association are not using the recreation ground as much now, only 10 football sessions, that perhaps the Parish Council should now take on the grass cutting responsibility.

The latest 6 monthly playground inspection report from Broadmead Leisure Ltd was noted. It was decided that the three defects reported would be monitored as low risk.

The Clerk provided the background to the playground visual inspection report, stating that the need for a visual inspection regime had been highlighted in the recent Internal Audit review. Discussion with the Parish Council's insurers confirmed that the annual ROSPA inspection was all that was required by them, however, a visual inspection regime was considered best practice. The inspection would only be to the level of, for example, an observant parent, looking for obvious hazards. In addition, a sign would be erected to encourage reporting of problems to the Parish Council.

Following discussion, RESOLVED to implement a documented visual inspection regime by Cllrs and/or the Clerk for the playground equipment, as detailed in Appendix A. The Clerk to develop a rota for the inspections.

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

Public Rights of Way

Cllr B Morris reported the progress made in relation to the P3 grant projects and that issues still remain with Bridleway 52, which had become overgrown and in poor condition.

In response to a question, Cllr W Compton reported that he is still seeking a third quote for the tree work on the green at Green Tye.

(iii) Highways

Cllr W O'Neill reported on the following matters, highlighting the support and assistance provided by Cllr G McAndrew (HCC) in all these matters:

- Church Lane lights – power issue remains to be resolved before the new lights can be installed and this matter is with UK Power Networks;
- Church Lane and Malting Lane have been surfaced dressed; and
- repair to the low level footway outside Green Shutters, opposite Cox Lane, is happening soon.

In addition, it was reported a meeting had been held with Cllr G McAndrew on the 30<sup>th</sup> April to discuss the state of the roads in the parish.

[Attendees: Cllr Mrs P Taylor; Cllr G McAndrew (HCC) and a representative from Herts Highways]

The Traffic Working Party is in the process of assessing the issues and problems, and will be liaising with Cllr G McAndrew in order to achieve workable solutions in due course. Cllr C Thompson added that it was hoped to have detailed costed ideas for consideration in 4 to 6 weeks, remembering that the focus has been on the High Street. Following the principle of one project at a time, once this has been completed, other roads in the parish will be reviewed.

Following a question, Cllr B Morris was assured that should UK Power Networks dig up Church Lane, road or footpath, in order to find the power fault, it will be their responsibility to re-instate any disturbed surface.

(iv) Media

The Chair provided a detailed update in relation to the superfast broadband rollout, stating that effectively all cabinets in the immediate Much Hadham area are working except for the one at the bottom of Bourne Lane. To get connected, people need to contact their own service providers or shop around.

(v) Neighbourhood Plan

Cllr I Hunt provided a detailed update (Appendix B), demonstrating that the development of the Neighbourhood Plan is continuing at a fast pace. It is hoped that a public presentation of the housing proposals will be made in June, and further details were provided in relation to 3 specific sites.

In addition, it was reported that the Parish Council had been successful in obtaining a further grant of £8,235.

In reply to questions from Cllr B Morris regarding the number of houses expected to be built within the village boundary over the Plan period, Cllr I Hunt confirmed that it is expected to be at least 54. The number of future private planning applications could not be known. Cllr C Thompson added that a buffer is required within the Neighbourhood Plan to ensure that the minimum of 54 will be achieved as some sites may not eventuate.

(vi) Security

Cllr Mrs J Liversage reported the crime statistics from February and March, highlighting that the level remains low. In this period, there had been 1 burglary, 2 vehicle crimes and 1 anti-social behaviour incident. The vehicle crime related to the theft of number plates on the High Street – so make sure securely fastened – and there had been fly-tipping in Kettle Green Lane.

(vii) Other

Cllr B Morris stated that he and a resident had recently undertaken a survey which had identified blocked drains, as previously mentioned, as well as a damaged drain cover by the Grade I listed flint wall. As these problems, again, had not yet been reported on the Herts County Council website, the Chair agreed to do so.

18/76. REPORTS FROM DISTRICT COUNCILLOR AND COUNTY COUNCILLOR

Both Cllr I Devonshire (EHC) and Cllr G McAndrew (HCC) had given their apologies as they were attending a Group meeting in Hertford. Their reports had been incorporated into reports by Cllrs in the preceding agenda item.

## 18/77. RESIDENTS' COMMENTS

### (i) Dogs in the village

A resident referred to the recent incident of a dog fight in front of young children, stating concerned with the number of professional dog walkers that walk between 7 and 9 dogs at a time, all of whom are off lead. Details of the incident together with procedures being used to keep children safe were provided to the Clerk.

The Chair thanked the resident for the information and highlighted that this matter had been reported to the police. She intends to discuss the matter further with the local PCSO when back from leave. However, it needs to be noted that the Parish Council has no responsibilities in relation to dog control although Cllr W Compton considered this to be an incorrect assertion and will investigate.

### (ii) Roads in the hamlets

In response to the proposed meeting with Herts County Council regarding the roads in the hamlets, the Chair stated that a long meeting had been held with Cllr G McAndrew on the 30<sup>th</sup> April. In the next couple of weeks, a site visit will be undertaken following which concrete proposals will be developed for discussion.

This was noted but the resident pointed out that Cllr G McAndrew had not addressed anything from the emails sent to him directly. The Chair commented that past communication between all parties had been an issue and that she is seeking to address this, reflecting that it does take time.

### (iii) Attendance at meetings by County Councillor

Following on from the preceding item, it was highlighted that Cllr G McAndrew was always at other meetings. Those present were reminded that Cllr G McAndrew always has a meeting on the first Tuesday of the month at County so inevitably there was a clash.

In addition, the Chair highlighted that it is evident that Cllr G McAndrew does a significant amount of work for the village as Much Hadham has had more money than other villages invested in it from his budget.

### (iv) County Councillor

A further resident highlighted a lack of response from Cllr G McAndrew, dating back to when the Henry Moore Foundation undertook its last expansion work. As a consequence, he would be making an official complaint to the Herts County Council Chief Executive.

(v) Passing places at Kettle Green Lane

Following a question, the Chair reiterated that the passing places at Kettle Green Lane are not part of the highway and private land cannot be tarmacked without the owners' consent. If the verges and banks get eroded by large vehicles, it does not become part of the highway.

Ownership of the verges is disputed, as Cllr B Morris stated that one landowner he knew in Kettle Green Lane, only owned up to the hedge line and therefore did not own the verges.

(vi) Railway bridge on Kettle Green Lane

A resident highlighted that the bridge is owned by Railways Heritage and repeated the assertion that a weight limit previously existed for this bridge. The local 40 tonne lorries using the Lane are damaging the road. Cllr B Morris reported that he had seen the underside of the crown of the bridge move as traffic passed over it, indicating a structural weakness. The Chair reported that the bridge is inspected annually, but she would make further investigations regarding its integrity.

(vii) Behaviour

A resident thanked the Cllrs for their hard work for the last 12 months, bearing in mind that the work is undertaken on a voluntary basis. In addition, it was stated that it was, therefore, disappointing to witness aggressive interchanges between some residents and Cllrs.

18/78. INTERNAL CONTROLS

The Clerk highlighted that the Internal Audit report, Annual Governance and Accountability Return (AGAR) and the effectiveness review were available on the Parish Council's website. [Website: <http://www.muchhadhamparishcouncil.co.uk/parish-council/accounts/> ]

(i) Internal Audit

The Clerk highlighted that the annual Internal Audit review had been completed for the last financial year, 2017/18, and the conclusion was that the Parish Council had the expected controls in place and no recommendations were made. Some suggestions had been made and these have been actioned. Page 3 of the AGAR 2017/18, completed by Internal Audit, and the supporting detailed report were noted.

(ii) Review of effectiveness

The Clerk reported that the effectiveness of the internal controls in place from April 2017 to March 2018 had been reviewed and no issues had been identified. This review underpins the Annual Governance Statement for the last financial year which is part of the next agenda item.

RESOLVED to approve the review of effectiveness of internal controls for 2017/18.

18/79. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) & ACCOUNTS

The Clerk highlighted that the unapproved and subject to external audit AGAR and detailed financial accounts were available on the Parish Council's website.

[Website: <http://www.muchhadhamparishcouncil.co.uk/parish-council/accounts/> ]

(i) Annual Governance Statement

The Clerk highlighted that the Annual Governance Statement reflects that the Parish Council has a system of internal control in place, as reflected by the review of effectiveness approved under item 18/78(ii).

RESOLVED to approve the Annual Governance Statement for 2017/18, Section 1 in the AGAR.

(ii) Accounting Statements and year on year comparison

The Clerk highlighted that there are two versions of the annual accounts. A very summarised version is documented in the AGAR, Section 2, which is supported by the detailed Financial Accounts. It was also highlighted that the prior year accounts had been restated to reflect the correct accounting treatment of grants received from the Sports Association and Village Hall Management Committee.

In addition, to support the understanding of this financial information, there is a year on year comparison, related to both formats of the accounts, that explains significant movements which was noted.

RESOLVED to approve the Accounting Statements, Section 2 in the AGAR and the detailed Financial Accounts for 2017/18.



(iii) Period for the exercise of public rights

The Clerk reported that the inspection period would be from the 4<sup>th</sup> June to the 13<sup>th</sup> July. This is the period during which local electors can inspect the supporting accounting records and ask questions. In addition, an objection can be raised with the external auditor. Full details of the rights of a local elector are detailed on the website, along side the accounts.

18/80. GENERAL DATA PROTECTION REGULATIONS (GDPR) – IMPLEMENTATION DATE  
25 MAY 2018

(i) GDPR Risk Assessment

The Clerk highlighted that the risk assessment considered factors directly linked to personal data, for example how stored, as well wider factors, for example email security. Majority of the factors assessed were high risk, primarily due to the lack of knowledge regarding arrangements put in place by Cllrs. It was expected that once further information is obtained, that the risk assessments could be revised.

Cllr B Morris queried whether the Parish Council had a responsibility to ensure that the Regulations were being complied with by the Much Hadham Sports Association and its member clubs since these organisations are using Parish Council assets. The Clerk stated that they were separate legal entities and therefore compliance with the Regulations was their responsibility. However, the Clerk agreed to confirm this.

RESOLVED to approve the GDPR Risk Assessment.

(ii) GDPR Implementation Plan

The Clerk highlighted that a significant amount of work had been completed in respect of the personal data held by her. Key areas left to address were the identification of personal data held by Cllrs, updating consents held and developing some specific policies.

In response to a question from Cllr B Morris, the Clerk reported that the training for Cllrs would now be undertaken in 3 to 4 months time, once the arrangements have been developed further.

The Implementation Plan was noted.

(iii) Data Protection Officer (DPO)

The Clerk reminded those present that the 2018/19 budget had included £2,200 for a DPO, based on the only available DPO known of at that time. Since then, even though the DPO Centre has reduced its proposed charge by £1,000, an alternative DPO has been found – Local Council Public Advisory Service – which would cost £300 for the year.

But, after issuing the agenda, the Government amended the proposed Data Protection Bill to remove the DPO requirement. However, it is recommended good practice that a DPO is still appointed and this is supported by the Clerk. The guidance and support available from the DPO would be invaluable for ensuring that the Parish Council implements compliant arrangements.

Following a discussion regarding the retention of planning application information by East Herts Council (EHC), it was agreed to record that the Parish Council does not agree with the EHC's intention to only retain full information for 3 years, after which, only the plans and decision notices will be retained.

RESOLVED to appoint the Local Public Advisory Service as the Parish Council's DPO for 2018/19 for an annual contract sum of £300.

(iv) GDPR governance related documents

RESOLVED to approve the following documents:

- Privacy Notice.
- Document Retention Policy.

The Chair thanked the Clerk for her considerable efforts in getting to grips with GDPR.

18/81. FINANCIAL

(i) Payment of Accounts

Cllr B Morris commented, as there is a payment to Much Hadham Landscapes Ltd to approve, that the maintenance of the Burial Grounds had improved. However, he considered that work was required in relation to the pile of earth at the back of Perry Green Burial Ground, and that the frequency of grass cutting should be increased in the peak growing period. This will be considered at the next Burial Authority meeting.

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

RESOLVED that the loan instalment, by direct debit, of £2,693.73 to PWLB on the 22<sup>nd</sup> May be authorised for payment.

## PAYMENT OF ACCOUNTS - MAY 2018

Chq	Payable to	For	Amount
852	HATPC	Subscription 2018/19	794.40
853	E.ON	Lighting for war memorial	25.28
854	BA MH Landscapes	Maintenance at burial grounds Jan - Mar '18	540.00
855	Auditing Solutions	Internal Audit review 2017/18	504.00
856	Broxap Ltd	4 x 40 litre dog bins	618.00
857	BA ICCM	Membership fee relating to cemetery management	90.00
858	Broadmead Leisure	Playground inspection Apr '18	60.00
<b>Total payments</b>			<b><u>2,631.68</u></b>

Cheques will be signed and despatched following the meeting.

### (ii) Financial Statement

The financial statement for 2018/19 was received. The Clerk reported that after the agenda was issued, the precept payment notification had been received highlighting that £19,500 would be paid into the Parish Council's bank account on the 27<sup>th</sup> April. The summary financial position is detailed below and comparison to the annual budget is attached at Appendix C.

## SUMMARY FINANCIAL POSITION AS AT 1 MAY 2018

	Parish Council £	Burial Authority £	Total £
Opening balance - 1 April 2018	32,848.47	14,249.65	47,098.12
Income	221.00	710.00	931.00
Expenditure	- 7,056.14	- 574.44	- 7,630.58
Closing balance	<u>26,013.33</u>	<u>14,385.21</u>	<u>40,398.54</u>

18/82. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 3<sup>rd</sup> April 2018 be received and the decisions taken be ratified.

18/83. URGENT BUSINESS

None.

18/84. CLERK'S INFORMATION

The Clerk reported that East Herts Council had requested information on how the Parish Council had invested the New Homes Bonus since 2011 and this had been provided.

18/85. DATE OF NEXT MEETING

Annual Parish meeting on Tuesday, 22<sup>nd</sup> May 2018, at 7.30 pm in the Much Hadham Village Hall, Green Room, preceded by refreshments from 7 pm.

Parish Council meeting on Tuesday 5<sup>th</sup> June 2018, at 7:30 pm in the Mission Hall, Green Tye.

---

There being no further business the meeting closed at 9:05 pm.

## PLAYGROUND EQUIPMENT

The current playground inspection regime is as follows:

- inspections by Broadmead Leisure Ltd in March and September each year, primarily focusing on identifying maintenance issues; and
- inspection, organised by East Herts Council, in the period June to August each year, to ensure that the playground equipment complies with the standards set by the Royal Society for the Prevention of Accidents – ROSPA.

During the Internal Audit review, undertaken on the 10<sup>th</sup> April, it was highlighted that the frequency of inspection may not be sufficient. In addition, it was suggested that the frequency of inspections should be discussed with the Parish Council's insurers.

Note - the reason given was that the time limit for making an injury claim in respect of an accident by a child is longer than anticipated. Currently, the time limit to make an injury claim following an accident in relation to a child is up to 21 years of age.

The insurance coverage in relation to the playground was discussed with the Parish Council's insurers, Zurich on the 11<sup>th</sup> April. This discussion highlighted that the only inspection required to maintain this insurance coverage is the inspection arranged by East Herts Council.

However, it was also stated that it is deemed prudent to undertake documented visual inspections in addition to the formal inspections detailed above. These visual inspections simply need to focus on identifying any obvious hazard that would prevent a playground item from being safe to use.

In terms of the frequency of these inspections, the determinant is usage of the playground as opposed to the size, number or type of equipment contained within the playground. Given the level of inspection already undertaken, it is proposed that visual inspections are undertaken monthly **but** exclude the months in which a professional inspection is carried out, expected to be March, July and September.

After a period of time, this frequency could be reviewed and adjusted accordingly. For example, it is feasible to apply seasonality to the visual inspection regime. It would be a fair assumption to make that the playground equipment is not used over the winter months and, therefore, the inspection regime could reflect that. Should the frequency change, the reason for the change would need to be documented and approved at a Parish Council meeting.

In addition, it would be sensible to put up a notice asking users to report any faults with the playground equipment to the Parish Council.

## CONCLUSION

A documented visual inspection regime for the playground equipment needs to be implemented as outlined below.

### Visual inspection regime for Much Hadham Parish Council Playground

The checklist at Appendix A to be used which ensures that each item of equipment is visually inspected. Issues to look for, where applicable, are:

- paths in good condition – no trip hazards | nothing overhanging or projecting into the path;
- surface area around playground item – no trip hazards | good condition | not slippery | not loose;
- playground item – free from obstructions | damage | no projections e.g. bolts | no missing components | no difference in colours e.g. rusty | bent;
- general area – no litter, especially glass or any other dangerous object | no animal fouling | trees not likely to fall; and
- bins and benches – undamaged | bins secured and emptied.

The frequency of the visual inspections to be monthly, excluding the months in which a professional inspection is carried out – expected to be March, July and September.

Visual inspections to be undertaken by the Clerk or a Parish Councillor.

Completed checklists to be sent to the Clerk (by email: [fionaforthmhpc@gmail.com](mailto:fionaforthmhpc@gmail.com) or post: 40 Calverley Close, Bishop's Stortford, Herts CM23 4JJ).

Action by Clerk:

- no matters found, no further action required and assessment of low risk;
- matters found, further investigation by Clerk as to whether medium or high risk:
  - high risk = immediate remedial action, with item disabled/roped off to prevent use prior to repair; and
  - medium risk = note for consideration in next visit by Broadmead Leisure Ltd.

Completed forms to be filed and retained for 7 years.

**APPENDIX A: PLAYGROUND VISUAL INSPECTION RECORD**

Inspection date: \_\_\_\_\_ Inspection by: \_\_\_\_\_

**Inspection criteria** Signature: \_\_\_\_\_

Visual check to identify any obvious hazard that would prevent the playground item in question being safe to use. See reverse for issues to consider.

**Inspection results:**

<b>PLAYGROUND ITEM</b>	<b>CHECKED</b> ✓	<b>FINDING</b>	<b>ACTION BY CLERK</b>
Train			
Double bay swing			
Hurricane swing			
Eclipse climber			
Rotaplay			
Aerial runway			
Woodland cottage			
Mystical			
Talking flowers			
Horse see-saw			
Adventure trail			
Football wall			
Logs and stones			
Benches and bins			

***COMPLETED FORMS TO BE RETURNED TO THE CLERK***

**Risk assessment criteria – to be used by the Clerk**

- High (H): Defects that require action before further use.
- Medium (M): Defects that require to be scheduled in for maintenance when permissible
- Low (L): Observations and remedial maintenance.

## **ISSUES TO CONSIDER DURING VISUAL INSPECTION**

Issues to look for, where applicable, are:

- paths in good condition – no trip hazards | nothing overhanging or projecting into the path;
- surface area around playground item – no trip hazards | good condition | not slippery | not loose;
- playground item – free from obstructions | damage | no projections e.g. bolts | no missing components | no difference in colours e.g. rusty | bent;
- general area – no litter, especially glass or any other dangerous object | no animal fouling | trees not likely to fall; and
- bins and benches – undamaged | bins secured and emptied.



## NEIGHBOURHOOD PLAN REPORT

Report presented by Cllr Ian Hunt, Chair of Neighbourhood Plan Steering Group

The position moves if not daily then weekly at the moment, which makes it difficult to crystallise the plans for each site. However, we are tentatively looking at a public presentation of the housing proposals for early June but this will only be arranged once we have sufficient confidence that the proposals are firm (ish).

As things stand, the NP team are hoping to bring forward site proposals to accommodate ~ 40 houses. Of these only 1 would be a large detached property, and ~39 houses would be a mix of community housing, bungalows, and terraced housing. A plan with those numbers should command overwhelming public support but this is still very dependent on landowners continuing to fall into line with our preferences.

Councillors will be aware that the planning application for 2 detached houses behind The Bull was withdrawn. This was in response to pressure from councillors who sit on the NP Steering Group and from residents and it is to the credit of the landowners that they have evidently listened to our concerns and are instead willing to work with us, specifically through the NP, to provide housing of the type that our residents have been asking for. This site had not previously been available until now and our own site assessment process has confirmed that it is very suitable for development.

We are currently working with Punch Taverns to devise a plan for several bungalows arranged to face away from The Bull and neighbouring accommodation. Self-evidently these would be low in height and would address most of the concerns that we and neighbouring residents had of the original plan. This development would extend across the village boundary into the small tree-bounded area behind the pub, so in return for permitting very limited development in the rural area, we would have more desirable accommodation, not visible from the surrounding countryside, and designed with the local historic environment in mind.

With respect to proposals for Hopleys and Moor Place Gate, the representative of Herts Garden Trust made an accompanied visit to both sites and was broadly content to allow development along the lines discussed with the landowners. This is a significant step as it means we can present proposals for sustainable housing that meet the needs of downsizers, young families and so on. I should say that the current tentative plans for both sites have not been shared with the public yet and in relation to Moor Place Gate, are somewhat different to previous plans.

In other matters, I attended an evening presentation yesterday at Landmark Chambers in Fleet St entitled Planning Law and Practice for Parish Councils. This covered topics such as how to make effective objections to planning appeals and how to use a NP to resist inappropriate development. Hopefully, the lessons learned won't be needed!

Finally, our Clerk (with the support of our professional advisors) completed and submitted an application for a grant of £8,235, which has been approved in principle and we await receipt of the formal offer letter with the Terms & Conditions.

# MUCH HADHAM PARISH COUNCIL

## YEAR ENDED 31 MARCH 2019

### BUDGET TO ACTUAL COMPARISON AS AT 1 MAY 2018

(Parish Council only)

	FULL YEAR	YEAR TO DATE	
	2019	2019	
	BUDGET	ACTUAL	
	£	£	COMMENT
<b>INCOME</b>			
Precept	39,000.00	-	
Litter Agency	3,950.00	-	
New Homes Bonus	3,223.00	-	
Pavilion income	500.00	221.00	
Grant		-	
Other	5.00	-	
VAT reclaimed	5,000.00	-	
<b>TOTAL INCOME</b>	<b>51,678.00</b>	<b>221.00</b>	
<b>EXPENDITURE</b>			
Staff costs	6,600.00	-	
PWLB loan repayment	5,387.46	-	
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	-	
Election expenses	-	-	
Maintenance of open spaces	5,700.00	565.00	
Litter Agency	4,008.00	334.00	
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	585.13	Includes £420 for burst tap repair
Grants and donations	1,000.00	-	
Neighbourhood Plan	2,000.00	-	
Capital (to be allocated)	6,800.00		
Capital - laptop	600.00		
Maintenance - Red Lion bus shelter repair	1,000.00	-	
VAT	5,000.00	801.93	
<b>TOTAL EXPENDITURE</b>	<b>51,655.46</b>	<b>7,056.14</b>	