

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 6th November 2018, in the Much Hadham Village Hall, Green Room, at 7:30 pm.

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: F Forth, Parish Clerk and 11 members of the public.

Prior to the meeting starting, the Chair welcomed PCSO Leon de Bruyn who provided an update on crime in the area. Salient points have been noted as part of item 18/175(vi).

18/169. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllrs W Compton and B Morris.

18/170. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

18/171. NOTIFICATIONS OF URGENT BUSINESS

None.

18/172. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

(i) David P Bunyan Builders

On behalf of the Parish Council, the Chair apologised to David P Bunyan Builders, who had recently carried out works on the Village Hall, for the delay in receiving their payment. The Parish Council's bank, NatWest, had made making this payment difficult to achieve but the transaction is now complete. The Clerk and Cllrs involved were thanked for their efforts in ensuring this.

(ii) Election

A reminder that Cllrs are elected every four years and the next election is May 2019. Anyone is welcome to find out more after the meeting or from the Clerk at any time.

(iii) Remembrance Sunday

This coming Sunday marks the 100th anniversary of the end of World War 1 and the parish is joining in several national events. The Green Tye & Perry Green Preservation Society is lighting a 'Beacon of Light' at 7 pm, St Andrew's Church bells will be rung at 7:05 pm and a wreath will be laid at the War Memorial at 10:50 am.

(iv) December meeting

The December meeting will be held on Monday the 3rd as the Green Room is not available to the Parish Council on the Tuesday.

18/173. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 2nd October 2018 be accepted as a correct record of the proceedings and be signed by the Chair.

18/174. REPORTS ON OUTSTANDING MATTERS AND RESOLUTIONS

Report on outstanding matters and resolutions was not available this month. The Clerk highlighted that it was necessary to develop a specification for the Church Lane bus shelter repair work as there is damage to more than the roof.

18/175. MEMBERS' REPORTS

(i) Community

Sports Association/Pavilion

Cllr K Twort stated there was nothing to report in respect of the Sports Association or Pavilion.

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 repair work at the Bowls Club was discussed. This relates to replacing the wood around the edge of the green with concrete at a potential total cost of £6,000. It was not clear whether changing the material, from wood to concrete, was an upgrade as there was uncertainty about how long the existing wood had lasted. Following discussion, it was agreed that this would be considered further after the Recreation Trust had awarded its

grants, as the Bowls Club have applied to the Trust for funding. It was also noted that the Parish Council could use the Section 106 monies for any contribution.

Village Hall

Cllr W O'Neill highlighted that further to the points raised at the last meeting, a grant application has been received from the Village Hall Management Committee for consideration (item 18/178). In addition, support for making the grant was voiced.

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

Public Rights of Way

On behalf of Cllr B Morris, the Clerk read his report (Appendix A). There was some uncertainty regarding the reference to Morrison Farms and which bridleways and the Chair would seek clarification. In addition, the Chair agreed to identify the latest position in respect of the repair work to the older bridge on the footpath near the pumping station.

In addition, the Clerk reported that the formal response to the proposed diversion of part of Much Hadham footpaths 10 & 11 consultation had been submitted. The content of the response was based on the points recorded in the minutes of the meeting in June 2018.

Public Spaces Protection Order (PSPO)

East Herts Council is renewing the PSPO's that it has in place and has invited parish councils to consider whether they would like to include land that they own within the next PSPO, focusing on dog control. Following discussion, RESOLVED to include the Recreation Ground within the next PSPO approved by East Herts Council. It needs to be noted that the first stage in the process is a 6 week consultation period to assess the impact and whether the restrictions are reasonable and proportionate.

(iii) Highways

Cllr W O'Neill highlighted the following points:

- there had been a series of road closures in the last month to enable various tasks to be completed safely;
- the insurance claim is still being processed for the Almshouse streetlight;
- power supply to the lights in Church Lane has been corrected but the old lamppost has not been taken down; and
- liaison with Ringway continues to ensure various outstanding items of work are completed.

The Chair referred to the paper that had been circulated with the agenda that outlined the proposed village entry signs and the location of the Speed Indication Devices (SIDs).

Following discussion, including from residents (standing orders suspended for this), where it was highlighted that advice from Herts Highways had been followed in determining the optimal location for all signs, it was RESOLVED to approve the funding of £5,100 to Herts Highways for the installation of one SID sign at the North end of village. The Clerk agreed to clarify the insurance requirements for the SID.

(iv) Media

None.

(v) Neighbourhood Plan

Cllr I Hunt reported that East Herts Council had adopted the District Plan two weeks ago, as the holding direction had been lifted, which provides certainty for Much Hadham's Neighbourhood Plan (NP). However, in September there was another important change in the national planning policy guidelines as the concept of windfall development had been introduced, for example infill developments. This means that the Parish Council no longer needs to identify sites in the NP for all 54 homes to achieve the minimum target, as the target can now be partially met from a windfall allowance. There is guidance for determining the windfall amount and the NP examiner will need to concur with its inclusion.

This would enable Moor Place Gate to be dropped, a least favoured site with residents, from the site allocations and be replaced with a windfall allowance. However, this would mean losing the Community Land Trust housing, truly affordable housing for parish residents, that had been planned for this site. In addition, the opportunity to put a footpath and seating along Tower Hill from the Recreation Ground Car Park to the War Memorial would also be lost.

The Steering Group is still researching the pros and cons of a windfall allowance and, currently, no decision has been made. The thoughts of councillors and residents on this important matter would be welcomed over the next few days.

Following a question, it was clarified that truly affordable housing needs a large site with Hopley's being insufficient in size for this. The Moor Place Gate site was the optimum site for affordable housing.

(vi) Security

PCSO Leon de Bruyn provided an update at the start of the meeting, highlighting that there had been a spike in burglaries in Bishop's Stortford, Sawbridgeworth and Little Hadham. Two offenders had been caught in relation to Little Hadham. For Much Hadham, very little happening. In nearby Allens Green, fly tipping is an issue and those present were reminded of the need to report this to East Herts Council promptly. 24 calls had been logged from Much Hadham in October and an analysis of these was provided.

Concerns were raised about speeding, in particular, a request was made to report a speeding motorbike, including the registration plate or a clear description if possible, which is likely to be between 6-8 pm or 2-4 am. In response to a question, it was clarified that a ticket would only be issued for parking on a pavement where an unnecessary obstruction was caused and car tax issues are the responsibility of the Driver and Vehicle Licencing Agency (DVLA).

In addition to the update provided earlier by PCSO, Cllr Mrs J Liversage commented on a number of matters including:

- a reminder to not leave tools in vans overnight;
- encouragement to sign up to the OWL network (www.owl.co.uk);
- a warning that keyless theft of vehicles is on the increase as a signal booster can be used to access keyless car keys inside a house; and
- Herts Police are having a recruitment day for paid and volunteer roles on the 17th November at Stanborough Road.

(vii) Other

None.

18/176. REPORTS FROM DISTRICT COUNCILLOR AND COUNTY COUNCILLOR

Cllr I Devonshire (EHC) and Cllr G McAndrew (HCC) were unavailable this evening.

18/177. RESIDENTS' COMMENTS

(i) Dog fouling

In response to a question, the Chair reported that all options for reminding the community to clear up after their dogs have been taken. Articles appear in the Parish Magazine on a regular basis.

It was also highlighted that potentially the threat of enforcement could result in improved behaviour from dog owners.

(ii) Compliment

The Parish Council was complimented for a “worthwhile meeting”.

(iii) Section 106 agreements with the Neighbourhood Plan (NP)

In response to whether Section 106 agreements would be entered into with landowners of agreed NP sites in order to provide protection longer term, Cllr C Thompson responded that the prescriptive policies in the NP act like a Section 106 agreement would.

(iv) Windfall allowance and the Neighbourhood Plan (NP)

A resident asked what the affordable housing price differential would be with or without a windfall allowance in the NP. It was agreed that this was a question for the NP Steering Group to consider.

18/178. MUCH HADHAM VILLAGE HALL

Following discussion, RESOLVED to award a grant of £300 to Much Hadham Village Hall for decorating materials, funded from the Section 106 monies.

18/179. FINANCIAL

(i) Payment of Accounts

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

RESOLVED that the loan instalment, by direct debit, of £2,693.73 to PWLB on the 20th November be authorised for payment.

PAYMENT OF ACCOUNTS - NOVEMBER 2018

Chq	Payable to	For	Amount
892	E.ON	Lighting for war memorial	29.37
893	Broadmead Leisure Ltd	6 monthly inspection of the playground	60.00
894	Govresources Ltd	Planning advice (NP)	3,000.00
895	GT Mission Hall	Hall hire 2nd October	30.00
896	T Fuller - Arborist	Tree work at Green Tye	2,526.00
Total payments			5,645.37

Cheques will be signed and despatched following the meeting.

(ii) Financial Statement

The financial statement to date for 2018/19 was received. The Clerk stated that the financial information presented was as at today's date and apologised for not properly updating this in the report.

The summary financial position is detailed below and comparison to the annual budget is attached at Appendix B.

SUMMARY FINANCIAL POSITION AS AT 6 NOVEMBER 2018

	Parish Council £	Burial Authority £	Total £
Opening balance - 1 April 2018	32,848.47	14,249.65	47,098.12
Income	77,737.38	2,010.00	79,747.38
Expenditure	- 40,265.71	- 1,064.29	- 41,330.00
Closing balance	<u><u>70,320.14</u></u>	<u><u>15,195.36</u></u>	<u><u>85,515.50</u></u>

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

(1) Earmarked for Neighbourhood Plan (balance)	168.08
(2) Section 106 receipts	6,370.00
(3) Earmarked for Neighbourhood Plan (2018/19 grant balance)	<u>3,375.50</u>
	<u><u>9,913.58</u></u>

The Clerk explained that the purpose of bringing the expected outturn and forward financial plan to this meeting was to initiate discussions prior to the formal budget setting meeting in January 2018, particularly as the forward financial plan includes the budget, at this stage, for 2019/20. A cautious approach had been taken in respect of income and limited inflation adjustments made in respect of expenditure or known changes. The Clerk requested that comments on the plan be provided in advance of the December meeting.

Cllr I Hunt commented that the 5-year plan was an opportunity for Cllrs to think about the scale and scope of Parish Council activities and what projects could be undertaken or, indeed, what activities could be stopped. Cllrs were encouraged to not limit themselves to simply considering business as usual.

(iii) Banking arrangements

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 Liversage had reviewed the September bank reconciliations prior to the meeting and no issues were identified.

Parish Council bankers

The Clerk outlined that difficulties had been encountered in making the payment to David P Bunyan Builders Ltd of £9,832.65 + VAT approved at the last meeting. Payment was made by cheque which was returned unpaid, an unsuccessful attempt was made to make the payment direct into Bunyan's bank account and a further cheque was returned unpaid. Payment has now been made via CHAPS payment initiated yesterday, 5th November. It has transpired from this that the changes made to the bank mandate in June 2016 by the Parish Council were not received by the bank.

This matter has highlighted that it has been some time since a review has been undertaken to ensure that the Parish Council has the most appropriate bankers. Following discussion, it was agreed that the Clerk should investigate what banks offer, particularly options to manage the account online. Cllr K Twort recommended that Handelsbanken be considered as it has a good reputation and a branch in Bishop's Stortford.

18/180. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 2nd October 2018 be received and the decisions taken be ratified.

18/181. URGENT BUSINESS

None.

However, in response to a question, the Clerk outlined that the Planning Inspectorate had dismissed the appeals lodged by the Great Hadham Golf and Country Club. This will be discussed further at the following Planning Committee meeting.

18/182. CLERK'S INFORMATION

The Clerk highlighted that the recent newsletter for the A120 bypass had been released which highlights that construction is expected to start in late spring 2019.

18/183. DATE OF NEXT MEETING

Monday 3rd December 2018, at 7:30 pm in the Much Hadham Village Hall, Green Room. The Chair highlighted that the dates for meetings in 2019 are available on the website.

There being no further business the meeting closed at 9.07 pm.

***Much Hadham Parish Council
Meeting 6 November 2018
Public Rights of Way***

FPs 4, 5, 18, 19 & 23: now all mown as per the mowing schedule

Two Bridges Footpath: Broken Kissing Gate. It has been over 3 months since the gate fell apart and fell to the ground. I have sent repeated emails requesting this be fixed as a matter of urgency stressing that this is one of the most well used paths in the village. Still it has not been repaired. You may remember this gate was proposed to be renewed under the P3 Grant Scheme earlier this year but we were dissuaded from doing including it. It is very disappointing but I shall continue to press for the gate to be renewed and rehung. The footpath has been mown although it is one that does not appear on the regular schedule.

Bridleways which have been ploughed and not reinstated: There was I was advised a scheduled meeting between Hertfordshire Countryside Management (HCM) and the new Manager of Morrison Farms and I have not yet heard if the meeting took place and if it did what was if anything was resolved. Some of these issues have now been ongoing for well over 12 months with one resident pressing HCM relentlessly. It may be that the Local Authority (LA) need to get tougher but this is not within the power of the Parish Council (PC) even if it were our desire. I do not understand why there is such hesitation to enforce statutory requirements. Nonetheless I will press on with requesting these paths be reinstated for public use.

There is still fly tipping taking place especially on Aerodrome Road part of which is on the edge of the Parish. Nearly all the fly tipped waste dumped last month in the Parish has been gratefully collected by the Local Authority.

BHAM 6 Nov 2018

MUCH HADHAM PARISH COUNCIL

YEAR ENDED 31 MARCH 2019

BUDGET TO ACTUAL COMPARISON AS AT 6 NOVEMBER 2018

(Parish Council only)	FULL YEAR	YEAR TO DATE	COMMENT
	2019 BUDGET £	2019 ACTUAL £	
INCOME			
Precept	39,000.00	39,000.00	
Litter Agency	3,950.00	-	Notification that receipt will be £4,086.91
New Homes Bonus	3,223.00	9,804.00	Latest Bonus information was not available when budget set
Pavilion income	500.00	668.00	
Grant		18,443.59	Grant for Neighbourhood Plan (£8,235); grant from Village Hall (£9,832.65) & grant from Sports Association (£375.94)
Other	5.00	68.42	£60 rent from Henry Moore Foundation
VAT reclaimed	5,000.00	9,753.37	VAT reclaim for 2 years
TOTAL INCOME	51,678.00	77,737.38	
EXPENDITURE			
Staff costs	6,600.00	3,887.24	
PWLB loan repayment	5,387.46	2,693.73	
Administration costs	2,500.00	1,160.39	
Insurance	3,600.00	1,398.92	
Audit fees	720.00	720.00	
General Data Protection Regulation compliance	2,200.00	335.00	
Election expenses	-	-	
Maintenance of open spaces	5,700.00	4,543.60	
Litter Agency	4,008.00	2,338.00	
War memorial (lighting and maintenance)	1,000.00	104.04	
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	2,217.37	Includes £420 for burst tap repair
Grants and donations	1,000.00	-	
Neighbourhood Plan	2,000.00	4,551.68	Part of this expenditure is funded by grant
Village Hall - soffits and fascias	-	9,832.65	
Capital (to be allocated)	6,800.00	-	
Capital - laptop	600.00	-	
Maintenance - Red Lion bus shelter repair	1,000.00	-	
VAT	5,000.00	4,375.02	
TOTAL EXPENDITURE	51,655.46	40,265.71	