

## MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 5<sup>th</sup> February 2019, in the Much Hadham Village Hall, Green Room, at 7:30 pm.

\*Cllr Mrs K Chesters

\*Cllr I Hunt (Vice Chairman)

\*Cllr Mrs J Liversage

Cllr Mrs M O'Neill

\*Cllr W O'Neill

\*Cllr Mrs P Taylor (Chairman)

\*Cllr C Thompson

\*Cllr K Twort

\* denotes present.

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

### 19/17. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllr Mrs M O'Neill.

### 19/18. DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllr I Hunt declared an interest in a cheque to be approved under agenda item 19/29(i) and therefore would not be voting on the motion to approve the payments. No other declarations made.

### 19/19. NOTIFICATIONS OF URGENT BUSINESS

None.

### 19/20. CHAIR'S ANNOUNCEMENTS

The Chair welcomed everyone and highlighted that the next meeting, on 5<sup>th</sup> March, would be at the Green Tye Mission Hall with refreshments beforehand from 7pm. In addition, those present were reminded that there is still a vacancy for a Cllr and anyone interested can contact the Clerk for more information.

### 19/21. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 8<sup>th</sup> January 2019 be accepted as a correct record of the proceedings and be signed by the Chair.

## 19/22. REPORTS ON OUTSTANDING MATTERS AND RESOLUTIONS

Report circulated prior to the meeting and the Chair provided the following updates:

- “no entry” signs on gates on the Chaldean estate were to deter vehicles and not walkers; and
- meeting held with Green Tye/Perry Green and Highways on 15<sup>th</sup> January to discuss lanes. Further research is being undertaken and a progress update will be provided in due course.

## 19/23. MEMBERS' REPORTS

### (i) Community

#### Sports Association

Cllr K Twort stated that there were no matters to report.

#### Village Hall

Cllr W O'Neill stated there was nothing to report apart from that a new caretaker and cleaner are still required, and local residents are invited to reply. The Clerk highlighted that there has been an expression of interest from a resident which is being followed up.

The next Management Committee meeting is Thursday 7<sup>th</sup> February.

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

#### Public Rights of Way

The Chair stated that she is taking on responsibility for footpaths for the time being and she read her report (Appendix A).

The public enquiry for Footpath 22 will be on 15<sup>th</sup> May, 10am, in the Much Hadham Village Hall and further details will be posted on the website.

[See <http://www.muchhadhamparishcouncil.co.uk/footpath-22-public-enquiry/> ]

Following a discussion regarding dog waste being dumped, Cllr Mrs J Liversage suggested that a map of dog bins be included in the Parish Magazine. This was agreed and, in addition, this map will be posted near to the footpath maps.

(iii) Highways

Cllr W O'Neill reported the following matters:

- the insurance claim is still being processed for the Almshouse streetlight;
- gratitude was expressed to local residents for their litter pick in Bourne Lane in January which filled 5 bags of rubbish;
- closure of the M11 in January, as a result of a fatal accident, resulted in gridlock within the village, particularly in Malting Lane where traffic restrictions were ignored;
- Ringway have acknowledged that white lines are needed at the junction of Watery Lane and Danebridge Road, and these will be painted in due course with temporary warning signs in the interim;
- flooding problem near Grudds Farm in Green Tye has been investigated and remedial work will be undertaken in the new financial year;
- four lights that are not working have been reported to Ringway; and
- impact on trees of increasing the height of the bank on the road from Much Hadham to Standon is being investigated.

In relation to the salt delivery, the Clerk confirmed that an update had been requested from Herts County Council but there had been no response so far.

(iv) Media

The Chair reported that the Parish Council is conscious that further work needs to be done in relation to social media communication, particularly to convey plans being made. This will be revisited in the coming months.

(v) Neighbourhood Plan

Cllr I Hunt reported that significant efforts have been made to add information to the Neighbourhood Plan website – see <https://www.muchhadhamnp.com/supporting-material> - which includes parish magazine articles, reports made by the Steering Group to the Parish Council and frequently asked questions. It provides an opportunity for residents to check facts surrounding the project. To improve accessibility, this information will soon be added to the Much Hadham Neighbourhood Planning Facebook page [\[https://www.facebook.com/muchhadhamplanning/\]](https://www.facebook.com/muchhadhamplanning/).

The next step is to upload the notes from workshops held to prepare for consultation events and drafting of the Neighbourhood Plan document to assist understanding of the discussion and activity that takes place. The Steering Group welcomes any feedback on these initiatives together with suggestions for any further content that could be included.

(vi) Security

Cllr Mrs J Liversage reported the following matters:

- missing person reported and found on the same day;
- vehicle break in and attempted break on 26<sup>th</sup> January;
- “pushy” door to door sellers on 25<sup>th</sup> January with recommendations that, if can, ask to check their selling licence; and
- Electric pedal cycle stolen on 13<sup>th</sup> January.

Everyone was reminded that they should check their vehicles are locked, even if outside their house, and to call 101 for all non-emergency matters.

(vii) Other

None.

19/24. REPORTS FROM DISTRICT COUNCILLOR AND COUNTY COUNCILLOR

No reports as neither Cllr I Devonshire (EHC) or Cllr G McAndrew (HCC) were present.

19/25. RESIDENTS’ COMMENTS

(i) Moor Place Gate

A resident spoke on behalf of themselves and the Heritage Group in relation to Moor Place Gate. It was acknowledged that a meeting had been arranged between the Heritage Group and the Neighbourhood Plan Steering Group for 12<sup>th</sup> February.

The key concern is that no consultation has been undertaken on the inclusion of Moor Place Gate as a site in the Neighbourhood Plan versus the strategic option of including a windfall allowance. Those opposing the development of Moor Place Gate believe that this is a key aspect which the village should be consulted on prior to the draft Neighbourhood Plan being finalised. It is felt this is a democratic request.

This will be followed up at the meeting on 12<sup>th</sup> February.

(ii) Fete

On behalf of Tony Bond, Fete Committee Chair, it was highlighted that it was made clear at the Fete Committee meeting on 4<sup>th</sup> February that additional volunteers are required if the Fete is to continue. No volunteers came forward as a result of the recent advert in the Parish Magazine and volunteers are needed on the actual day and the day before but also needed to ensure a number of tasks leading up to the day are completed. Nine areas have been identified that require co-ordination: catering; attractions; marketing/programme; sponsorship; raffle; village stalls; volunteers; white elephant and tombola.

The Chair suggested that the Parish Council as a group volunteer to help run a stall or event and perhaps other groups/clubs/societies could do the same. The Fete representative confirmed that these organisations are contacted, as well as any person/organisation which has received funding from the Recreation Trust in the prior year.

(iii) Traffic gridlock

A resident commented that it was not just Much Hadham village that was affected by the closure of the M11 but also the hamlets.

19/26. CONSULTATION: EAST HERTS AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT

Following discussion of the proposed submission, circulated with the agenda (Appendix B), it was RESOLVED to approve this as the Parish Council's submission.

19/27. TASK AND FINISH GROUPS

RESOLVED to approve the establishment of the following task and finish groups to:

- a. review the arrangements between the Parish Council and the management bodies for the Recreation Ground and the Village Hall; and
- b. review the technical aspects of the Tennis Hut proposal, the covenants in place on the Recreation Ground and legal responsibilities.

It was agreed that the membership of the first group would be as follows:

- Chair of Village Hall Management Committee + one other;
- Chair of Sports Association + one other;
- 3 Cllrs; and
- Clerk.

It was also recognised that the first group needs to complete before the position in relation to the tennis hut proposal can be finalised. In addition, that legal advice would be required.

19/28. FLOWER BASKET ON THE GREEN AT PERRY GREEN

RESOLVED to approve the placement of a flower basket on the green at Perry Green. It will be located next to the village sign and a metre back from the road. The Perry Green and Green Tye Preservation Society will install and maintain the basket.

19/29. FINANCIAL

(i) Payment of Accounts

RESOLVED that the accounts, as shown overleaf, be duly authorised for payment. Cllr I Hunt did not vote due to the declared interest.

## PAYMENT OF ACCOUNTS - FEBRUARY 2019

Chq	Payable to	For	Amount
906	E.ON	Lighting for war memorial	29.37
907	Lynne Mills	NP domain renewals	143.12
908	Broadmead Leisure Ltd	Remedial works to play equipment per quote approved December 2018	714.00
909	MH Village Hall	Hall hire 2018	190.00
910	I Hunt	Planning Magazine subscription	250.00
911	Govresources Ltd	Planning advice (NP)	2,100.00
<b>Total payments</b>			<b><u>3,426.49</u></b>

Cheques will be signed and despatched following the meeting.

### (ii) Financial Statement

The financial statement to date for 2018/19 was circulated with the agenda. The Clerk highlighted that £10,000 fund established for the Neighbourhood Plan has now been fully spent therefore further costs not covered by grants are being met by the Parish Council. In addition, as mentioned at the last meeting, a portion of the Neighbourhood Plan grant needs to be returned and this will be quantified prior to the next meeting.

Also, the Clerk stated that the tax base information for 2019/20 had now been received. The base has increased from 940.05 to 974.57 which means that the Band D equivalent cost has decreased from £41.49 to £40.02.

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

## SUMMARY FINANCIAL POSITION AS AT 5 FEBRUARY 2019

	Parish Council £	Burial Authority £	Total £
Opening balance - 1 April 2018	32,848.47	14,249.65	47,098.12
Income	81,915.90	4,430.00	86,345.90
Expenditure	- 59,838.15	- 1,964.29	- 61,802.44
Closing balance	<u>54,926.22</u>	<u>16,715.36</u>	<u>71,641.58</u>

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

(1) Earmarked for Neighbourhood Plan (balance)	- 80.04
(2) Section 106 receipts	6,070.00
(3) Earmarked for Neighbourhood Plan (2018/19 grant balance)	1,275.50
	<u>7,265.46</u>

### 19/30. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 8<sup>th</sup> January 2019 be received and the decisions taken be ratified.

### 19/31. URGENT BUSINESS

None.

### 19/32. CLERK'S INFORMATION

The Clerk reported that Herts County Council (HCC) had been subjected to a Corporate Peer Challenge by the Local Government Association which concluded that HCC is a robust and well run organisation. The associated report is available on HCC's website.

In addition, the Clerk highlighted that the consultation in relation to HCC's Minerals Local Plan had commenced, as referred to at the last meeting, and this will be an agenda item at the March Parish Council meeting.

18/33. DATE OF NEXT MEETING

Tuesday 5<sup>th</sup> March 2019, at 7:30 pm in the Green Tye Mission Hall, with refreshments beforehand from 7pm.

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There being no further business the meeting closed at 8.18 pm.



**Public Rights of Way for February 2019 meeting:**

**Bridleway 7** Cox Lane - The two collapsed/missing waymark posts on Much Hadham and its continuation as Standon 50 have now been replaced and the incorrect arrow on another post nearby has now been corrected.

**Bridleway 28**, Stansted Hill to Bourne Lane - Local riders have requested various improvements to from Bourne Lane to Stansted Hill, and fortunately the landowners are keen to assist with these. It is as a result of this that vegetation has been cleared back from the section through Sidehill Wood by the HCC contractor.

They have also agreed to, and are willing to fund, upgrades to the rather elderly bridle gates nearby. HCC volunteers will make the change shortly, and they will be asked to replace the collapsed waymark post here at the same time.

**Footpath 22**, through St Andrew's School – the diversion of this footpath has been under consideration for decades. Due to opposition from a very few people, this footpath diversion is now going to PUBLIC INQUIRY. This will be held in MH Village Hall on Wednesday 15<sup>th</sup> May, starting at 10.0am. Any statements, or evidence you might wish to give must be made by 20<sup>th</sup> March. More details on the PC website.

**Footpath 26** by Congregational Church – The raised tarmac from tree roots has not proved sufficiently bad to warrant another repair by HCC. We are liaising with our Highways contact to see if the Highways Locality Budget could stretch to helping with this. We are also investigating the removal of the source of the problem, i.e. the Tree!

**Footpath 27** – Malting Lane to Stansted Hill. Several complaints about the large amount of dog waste that is being dumped on the footpath. There is already a dog bin at the Malting Lane end and we could put another on at the Stansted Hill Gate but the main problem is that we have a number of dog owners who do not bother to pick up after their dogs and this particular path is a convenient and popular dog walking route hence the concentration of the problem. Do we need a notice at Stansted end saying bin at other end???

**Footpath 29**, pumping station - The HCC contractor has repaired the footbridge on this footpath and installed mesh on in, just in time to avoid it becoming slippery with all this frosty and snowy weather, as your council requested. He has also replaced the collapsed waymark post at the junction of these two paths.

Penny Taylor (Jan 2019)

**Consultation: East Herts Affordable Housing Supplementary Planning Document**

East Herts has published a draft Affordable Housing Supplementary Planning Document (SPD) for public consultation. A six-week period of consultation runs from Wednesday 2 January 2019 – Wednesday 13 February 2019.

The SPD will aid the effective implementation of the Council’s strategic housing objectives and affordable housing policies in the East Herts District Plan 2018. It can be found here:

<https://www.eastherts.gov.uk/affordablehousingspd>

The SPD doesn’t change the district plan policies but it does give guidance on how they will be implemented e.g. around pre-application discussions, design and layout, and alternative provisions in lieu of on-site affordable housing.

As a Parish Council in the course of preparing a Neighbourhood Plan that includes (in its draft form) an objective to encourage affordability, it is appropriate that we participate in the consultation to ensure residents’ wishes are not compromised by the SPD. Additionally, the Parish Plan of 2011 contained significant support for low cost housing to be provided.

There are several points of particular interest to our circumstances in the village:

**Para 3.7** stipulates that where a site can clearly be identified, irrespective of ownership, the entire site will be used to determine whether it meets the size criteria for affordable housing. A site cannot avoid being subject to affordable housing by its development being phased or the site being broken up into smaller sites.

We recently had the prospect of a second development at Old Station Yard (planning application 3/16/2321/FUL), piggy backing off the first development but avoiding any affordable housing provision. We successfully challenged the application and one of the grounds for objection was exactly this point. However, although the Inspector for the appeal refused permission for development, this particular point was not upheld.

PC response: MHPC strongly supports this provision, which helps close a loophole that developers have sought to exploit locally.

**Para 3.8** makes provision to ensure that affordable housing remains affordable for future eligible households and/or the subsidy used to ensure that first lets or sales are affordable is recycled for alternative affordable housing preferably within the district of East Herts.

PC response: MHPC prefers to see the recycling take place in the parish if this is an available option at the relevant time, in preference to the district.

**Para 13.3** supports the principle of Community Led Housing and expects schemes to come forward through neighbourhood planning.

**Para 17.1** seeks to reserve for EHC 100% of the nomination rights for the initial lets of affordable rented housing and a minimum of 75% for relets.

A fundamental reason for the community supporting Community Led Housing in the context of a neighbourhood plan is specifically to benefit residents of the parish or village. This needs to be recognised in the SPD.

PC response to 17.1: MHPC wishes to see the SPD explicitly include a recognition that for Community Led Housing, para 17.1 ensures 100% nomination rights are held by the community organisation providing Community Led Housing and not by EHC.

**Motion: to approve the Parish Council's consultation response (as circulated) for submission**

# MUCH HADHAM PARISH COUNCIL

## YEAR ENDED 31 MARCH 2019

### BUDGET TO ACTUAL COMPARISON AS AT 5 FEBRUARY 2019

(Parish Council only)	FULL YEAR	YEAR TO DATE	COMMENT
	2019	2019	
	BUDGET	ACTUAL	
	£	£	
<b>INCOME</b>			
Precept	39,000.00	39,000.00	
Litter Agency	3,950.00	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	698.00	
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	130.03	£60 rent from Henry Moore Foundation; £50 compensation from NatWest & improved interest rates on Business Reserve account
VAT reclaimed	5,000.00	9,753.37	VAT reclaim for 2 years
<b>TOTAL INCOME</b>	<b>51,678.00</b>	<b>81,915.90</b>	
<b>EXPENDITURE</b>			
Staff costs	6,600.00	5,553.20	
PWLB loan repayment	5,387.46	5,387.46	
Administration costs	2,500.00	1,646.39	
Insurance	3,600.00	2,212.72	
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	7,183.82	
Litter Agency	4,008.00	3,340.00	
War memorial (lighting and maintenance)	1,000.00	652.01	
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	2,407.45	Includes £420 for burst tap repair
Grants and donations	1,000.00	300.00	
Neighbourhood Plan	2,000.00	7,525.95	Part of this expenditure is funded by grant
Village Hall - soffits and fascias	-	9,832.65	
Capital - Speed Indicator Device	6,800.00	5,100.00	
Capital - laptop	600.00	-	
Maintenance - Red Lion bus shelter repair	1,000.00	-	
VAT	5,000.00	5,533.43	
<b>TOTAL EXPENDITURE</b>	<b>51,655.46</b>	<b>59,838.15</b>	