

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 3rd September 2019, in the Much Hadham Village Hall, Green Room, at 7:30 pm.

*Cllr I Hunt (Vice Chair)

Cllr B O'Neill

*Cllr Mrs J Liversage

*Cllr S Smith

*Cllr D McDonald

*Cllr Mrs P Taylor (Chair)

*Cllr M McPherson-Pottle

*Cllr K Twort

* denotes present

In attendance: F Forth, Parish Clerk and 13 members of the public.

19/146. APOLOGIES FOR ABSENCE

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

19/147. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

19/148. NOTIFICATIONS OF URGENT BUSINESS

None.

19/149. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- reminder that the Parish Council still has a vacancy. No election was called so the vacancy can be filled by co-option and this will be advertised. If anyone is interested, they can speak to an existing Cllr or the Clerk for more information, and the application form is on the website; and
- the Fete suffered from some unseasonably hot weather and cancelled the dog show which did not deter too many people. However, those that came did not stay as long as usual therefore overall takings will probably be down this year. The Tombola Stall took over £600, and the Parish Council thanked the clubs and societies that donated bottles and gifts to it.

19/150. MINUTES OF THE LAST MEETINGS

RESOLVED that the minutes of the last meeting held on 6th August 2019 be accepted as a correct record of the proceedings and be signed by the Chair.

19/151. REPORTS ON OUTSTANDING MATTERS AND RESOLUTIONS

The Clerk stated that there was no report as still in the process of revising it. The following matters were covered:

- bus shelter – need to chase for outstanding quotes; and
- Almshouse street light – need to pay Herts County Council and seek reimbursement from the insurers, less the excess.

19/152. MEMBERS' REPORTS

(i) Community

The annual play equipment inspection report summary (ROSPA) was received and the Clerk highlighted that there were no high-risk items. In addition, the Clerk stated that the report had been sent to Broadmead Leisure as a number of small maintenance items would no doubt be dealt with in their next maintenance inspection due this month.

Sports Association

Cllr K Twort highlighted that there is still an issue with the cleanliness of the toilet and the door closer hadn't been fitted as yet.

Contact details of the Pavilion cleaner provided to Cllr Mrs J Liversage so she can make contact to improve the existing arrangements.

Village Hall

No report available but it was noted that the scaffolding was still in place for the external redecoration.

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

Cllr S Smith reported that the seat at the top of Tower Hill would be repaired this week. In the meantime, as unsafe, it had been taped off.

Public Rights of Way

Cllr S Smith reported that the second round of mowing/strimming was in progress and had started on time following the late first cut. In addition, Footpaths 18 and 19 were all clear now.

(iii) Highways

The Chair highlighted that the next meeting with Highways was taking place towards the end of the month with the outcome reported to the October meeting.

In addition, Cllr S Smith and Cllr M McPherson-Pottle will become involved with the Highways portfolio.

(iv) Media

The Chair highlighted that this role would be taken over by Cllr M McPherson-Pottle and until the handover, Mrs Chesters had been continuing to manage the Facebook page.

(v) Neighbourhood Plan

Cllr I Hunt reported that the summary of the Neighbourhood Plan, including the response form, had been delivered to every household and business in the parish in time for the consultation start date of 12th August. In addition, the Clerk had emailed a large number of letters to landowners, statutory consultees and other organisations.

In addition to the full Neighbourhood Plan, response form and a survey being available on the website, reference copies of the full Plan are available in 7 locations: The Bull Inn, Hopleys café, the Forge museum café, St Andrews church, East Herts offices at Wallfield and the libraries at Ware and Bishop's Stortford.

[Website: muchhadhamnp.com/news]

Cllr I Hunt emphasised that the Plan was not only about housebuilding but that it is equally strong on measures to protect the environment and natural and built heritage in the parish. Residents were urged to take time to look closely at those policies too.

The consultation ends on 30th September. Prior to that, there is a drop in session at the Village Hall on Saturday 14th September, 1 – 4 pm, where several reference copies of the full Plan will be available. Residents will be able to speak with members of the Steering Group and/or drop off completed response forms.

Finally, Cllr I Hunt referred to a leaflet that the Moor Place Heritage Group had recently produced entitled "Say 'No' to Moor Place Gate!". He was disappointed to report that it contained over 20 inaccurate facts or unsupported assertions, completely undermining its credibility. For example, it wrongly stated that the Pre-submission consultation is the final consultation before a referendum but it's not as East Herts Council will repeat the consultation in the new year. The planning policies for Moor Place Gate are very tightly drawn to avoid adverse impacts of development. It was recommended that all residents read these policies in their entirety as this remains the only site offering community-owned affordable housing in a central location.

Cllr D McDonald stated that it was fundamental to the process that the document is read as a whole. In addition, that people should register their views whether for or against any contents of the Plan.

(vi) Security

Cllr Mrs J Liversage reported the following incidents:

- theft of 2 children's scooters, taken from the public footpath off Malting Lane; and
- between 8 pm on 23rd August and 4pm 24th August, a vehicle rear window trim was removed and theft occurred from the vehicle.

Those present were also reminded to:

- be vigilant if you live near a church that has lead, as theft of lead has been reported in some areas; and
- to call 101 for all non-emergency matters.

The Clerk highlighted that St Thomas' Church had no lead and that there is very little lead on the roof at St Andrew's Church.

(vii) Other

Cllr S Smith that there are several fallen trees and a damaged fence on Winding Hill, by the sharp bend, which he went to report on Herts County Council's (HCC) fault reporting website but wasn't sure whether this was actually private land. It was confirmed that it was private land and, if reported, HCC will contact the owner regarding the matter.

19/153. REPORTS FROM DISTRICT COUNCILLOR AND COUNTY COUNCILLOR

Cllr I Devonshire (EHC) reported that not much happens during August as only Planning and Licencing continues. He also stated that his role was to change slightly as he would like to get more involved in the major capital projects that are taking place, for example, Old River Lane in Bishop's Stortford.

19/154. RESIDENTS' COMMENTS

(i) Houses at Millers View/Old Station Yard

Some residents wanted to raise objections to a planning application, and it was confirmed that this could be done at the Planning Committee meeting which follows this meeting.

(ii) Butterfly season

Those present were informed that it was an amazing butterfly season this year as so much space had not been sprayed. A variety of species had been seen.

(iii) Church notice

A resident suggested that perhaps notices should be put on the churches to state that there was no lead on the roof. The Clerk agreed to raise this with the Rector.

(iv) Footpath 10/11

In response to a question regarding the work being undertaken on these footpaths, the Chair highlighted that it was a private contractor working on private land and therefore outside the Parish Council's responsibility. In addition, it was highlighted that the matter had been raised with enforcement at HCC.

Cllr S Smith confirmed that this matter was being dealt with by HCC's diversion and enforcement departments.

(v) Footpath opposite Dell Cottage

A resident highlighted that he had walked the new section of path opposite Moor Place Park entrance gate, and it was rather steep and may be difficult to negotiate in wet/icy conditions.

(vi) Village Hall

The Chair of the Village Hall Management Committee provided the following update:

- various repairs have been undertaken;
- there is now a disabled ramp outside the fire exit in the Green Room;
- exterior redecoration is nearing completion. Cllr K Twort was thanked for providing the scaffolding for this work free of charge; and
- new curtains for the stage are being made using a grant from Stansted Airport.

19/155. THE ALMSHOUSE CHARITY

Following discussion, the grant application was withdrawn with a view that it may be re-submitted towards the end of the financial year.

Note – standing orders were suspended for part of this item to allow the Charity's Treasurer to speak.

19/156. FINANCIAL

(i) Payment of Accounts

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

PAYMENT OF ACCOUNTS - SEPTEMBER 2019

Chq	Payable to	For	Amount
945	CDA Herts	Membership fee	35.00
946	GeoXphere Ltd	Parish Online mapping software (NP)	108.00
947	MH Sports Association	Pavilion electricity	229.59
948	MH Sports Association	Pavilion water	30.96
949	HAPTC	Training - Planning Essentials 11/9/19	150.00
SO	M Windmill	Litter Agency (September)	334.00
DD	ICO	Data protection fee	35.00
SO	F Forth	Clerk's salary (September)	581.10
Total payments			<u>1,503.65</u>

Cheques will be signed and despatched following the meeting.

(ii) Financial Statement

The financial statement for 2019/20 was received. The summary financial position is detailed below and comparison to the annual budget is attached at Appendix A.

SUMMARY FINANCIAL POSITION AS AT 3 SEPTEMBER 2019

	Parish Council £	Burial Authority £	Total £
Opening balance - 1 April 2019	47,134.88	17,037.46	64,172.34
Income	33,438.47	2,440.00	35,878.47
Expenditure	- 20,916.68	- 1,165.53	- 22,082.21
Closing balance	<u><u>59,656.67</u></u>	<u><u>18,311.93</u></u>	<u><u>77,968.60</u></u>

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

(1) Section 106 receipts	6,070.00
(2) Earmarked for Neighbourhood Plan (2018/19 grant balance)	2,455.50
(3) Earmarked for 3 replacement street lights (Quote approved 5 September 2017)	8,832.30
	<u><u>17,357.80</u></u>

19/157. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 6th August 2019 be received and the decisions taken be ratified.

19/158. BURIAL AUTHORITY

RESOLVED that the minutes of the Burial Authority meeting held on 6th August 2019 be received and the decisions taken be ratified.

19/159. URGENT BUSINESS

None.

19/160. CLERK'S INFORMATION

None.

19/161. DATE OF NEXT MEETING

The next meeting will be Tuesday 1st October 2019, at 7:30 pm in the Much Hadham Village Hall, Green Room.

There being no further business the meeting closed at 8.17 pm.

MUCH HADHAM PARISH COUNCIL

YEAR ENDED 31 MARCH 2020

BUDGET TO ACTUAL COMPARISON AS AT 3 SEPTEMBER 2019

(Parish Council only)	FULL YEAR	YEAR TO	COMMENT
	2020	DATE	
	BUDGET	ACTUAL	
	£	£	
INCOME			
Precept	39,000.00	19,500.00	50% received to date
Litter Agency	4,085.00	-	£4,209.51 to be received shortly
New Homes Bonus	8,243.00	13,467.00	Significant increase not known of
Pavilion income	750.00	299.00	
Grant	6,500.00	161.00	
Other	95.00	11.47	
VAT reclaimed	5,000.00	-	
TOTAL INCOME	63,673.00	33,438.47	
EXPENDITURE			
Staff costs	6,973.64	3,486.60	
PWLB loan repayment	5,387.46	2,693.73	
Administration costs	2,400.00	1,122.61	
Insurance	3,400.00	1,369.31	
Audit fees	720.00	430.00	
General Data Protection Regulation compliance	200.00	35.00	
Election expenses	1,500.00	-	This will be £51.15 - invoice awaited
Maintenance of open spaces	8,500.00	2,883.80	
Litter Agency	4,008.00	2,004.00	
War memorial (lighting and maintenance)	650.00	66.52	
Street lighting (energy and maintenance)	2,000.00	-	
Street lighting (replacement programme)	5,000.00	-	
Pavilion	2,900.00	2,015.01	
Grants and donations (Section 137 expenditure)	1,000.00	-	
Sport and recreation grants (Section 106 funded)	3,000.00	-	
Neighbourhood Plan	11,000.00	3,340.00	
Capital (to be allocated)	2,000.00	-	
VAT	5,000.00	1,470.10	
TOTAL EXPENDITURE	65,639.10	20,916.68	