

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council virtual meeting held on Tuesday,
6th October 2020 at 7:31 pm.

*Cllr I Hunt (Vice Chair)

*Cllr Mrs J Liversage

Cllr Mrs H Maduhu

*Cllr D McDonald

*Cllr B O'Neill

*Cllr S Smith

*Cllr Mrs P Taylor (Chair)

*Cllr K Twort

* denotes present

In attendance: 7 members of the public and apologies were received from F Forth, Parish Clerk who was unwell. It was noted that the meeting was being recorded to enable the minutes to be produced.

20/144. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllr Mrs H Maduhu.

20/145. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

20/146. NOTIFICATIONS OF URGENT BUSINESS

None.

20/147. CHAIR'S ANNOUNCEMENTS

The Chair made the following announcements:

- social connection and internet access survey – results have been collated and these highlight that it was a worthwhile survey. The results will be available on the Carebank website in the coming week as well as being reported in the November Parish Magazine; and
- Remembrance Sunday – there will be no service at the War Memorial on 8th November but wreaths can be laid before 11am so that members of the public can see them if and when they wish to pay their respects later that day, or on 11th November itself. The Chair will be laying the wreath on behalf of the Parish Council at 10am on the 8th if any other Cllr wishes to join her.

20/148. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 1st September 2020 be accepted as a correct record of the proceedings and be signed by the Chair after the meeting.

20/149. REPORTS ON OUTSTANDING MATTERS AND RESOLUTIONS

The report circulated by the Chair was noted. The following matters were specifically considered:

- testing for Legionnaires disease at the Pavilion – Cllr Mrs J Liversage highlighted that before any monitoring can take place, an initial test is required to assess the current position. It is likely that the water has been run regularly during lockdown as the cleaner has been in periodically. The Chair agreed to check whether the cleaner has access to any testing equipment;
- copyright ownership of the village sign – Cllr I Hunt reported that further investigations at The Forge Museum have highlighted that the sign was specifically commissioned for the village as the Museum has the original plaster moulds as well as details describing how the various sign elements relate to the village;
- changing bank account – latest position to be clarified by the Clerk but potentially still outstanding as no proposed signatory has been contacted; and
- change of start date to the Pavilion agreement with Faraway Tree Kindergarten – Cllr D McDonald highlighted that a letter was being signed to formally note the change in start date of the agreement. The signature from the Kindergarten is outstanding.

20/150. MEMBERS' REPORTS

(i) Community

Receipt of the annual play equipment inspection report (ROSPA) summary deferred to the next meeting in the absence of the Clerk.

The Chair highlighted that Faraway Tree Kindergarten had started in the Pavilion yesterday and she had emailed them to wish them well.

Recreation Ground

Cllr K Twort reported that both he and Cllr D McDonald had attended the Sports Association meeting on 15th September. Concern was reported about the future, given that no Fete was held this year, but the aim is to preserve the £10,000 grant received via East Herts Council for as long as possible. It was noted that the Parish Council, potentially, may need to contribute more to the Recreation Ground grass cutting in future.

Cllr B O'Neill reported that carparking for the Fete would be re-visited after Christmas.

Village Hall

Cllr B O'Neill reported that people and organisations were starting to use the Village Hall, and thanks were expressed to the Village Hall Management Chair for his efforts. It was also noted that the recently held Sunday Lunch Club in the Hall was a big success and it is anticipated that the alternate Sunday lunchtime event will prove just as popular.

It was also noted that the Village Hall Management Committee Chair was still waiting to know whether the bench at the front of the Hall could be moved to the nearby bus stop.

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

Cllr S Smith commented that the weather this month had included high winds and heavy rain which resulted in fallen trees/branches and flooding. Updates were provided on the following specific matters:

- dog fouling - clear, strong messages have been placed in the Parish magazine and in some new posters around the village to make residents and visitors aware of the dangers to health and the need for owners to pick up their dog's mess. Further posters to be placed along the High Street and in the Recreation Ground, and additional messages to be posted on local social media sites raise awareness. The messages are a deterrent and warn of fines up to £1,000 for offenders caught in the act; and
- grass verges, shrubs and trees – discussions are underway with Herts County Council to clarify responsibilities in two specific areas. Once clarified, the work required will be requested.

Public Rights of Way

Cllr S Smith provided an update on the following matters:

- fallen trees/branches – tree blocking Bridleway 28 has been removed, fallen branches on Footpath 29 (between the river Ash and the Widford road) are being dealt with and a fallen dead Elm has been cleared from Footpath 46 with others identified for subsequent removal;
- diversion order for Footpath 11 at Kettle Green Lane – progress stalled as Herts County Council officer involved has retired and now need to wait for another to be appointed;
- bridge across River Ash, along Footpath 20 – required bridge repairs have stalled as the Environment Agency is still considering impact on local wildlife. Bridge remains open but may have to close if becomes structurally unsound; and
- maintenance – majority of the second phase of footpath and bridleway maintenance has been completed.

In response to questions, Cllr S Smith stated that a number of footpaths have been ploughed by landowners and these have been reported to Herts County Council. In addition, it was confirmed that where a footpath goes across a field, the landowners' obligation is only to reinstate the footpath once the planted crop reaches a certain height.

Other

The Chair highlighted that discussions had been held with the owner of the land behind the War Memorial in order to get the trees at that site trimmed.

In terms of the planters and Tower Hill telephone box, the Chair noted that volunteers are still required to take this project forward. Cllr B O'Neill commented that he had been provided with paint leftover from the maintenance work undertaken on the Station Road telephone box.

(iii) Highways

Cllr B O'Neill highlighted that the ford had risen in the recent rainfall and caught a number of motorists. Whilst it was acknowledged that it would be useful having signage out at the ends of both Malting Lane and Danebridge Road, to alert motorists not to use the ford, this is not the responsibility of the Parish Council.

The Chair reported that a virtual meeting was planned for the 9th October between the Parish Council, Cllr G McAndrew (HCC) and Highways representative, and a report on this will be provided to the November Parish Council meeting.

(iv) Media

No report in the absence of both Cllr Mrs H Maduhu and the Clerk.

Cllr S Smith suggested that use be made of the new "Nextdoor" website to promote messages to local residents and those in neighbouring parishes as could reach a wider audience. It was understood that Cllr Mrs H Maduhu was pursuing this.

(v) Neighbourhood Plan

Cllr I Hunt reported that work on amending the text of the Neighbourhood Plan for the comments received at the last consultation is largely complete. There are 2 significant pieces of work that now need to be done:

- reinforcing the list of non-designated heritage assets such as railway bridges, telephone kiosks, bus shelters and so on that the Parish Council wants to give protection to by presenting a well-argued justification for each; and
- as mentioned at the last meeting, bolstering the section on Design standards.

Once this work is completed, and the Plan proofread etc, the final draft will be reviewed by the Steering Group before being presented to the Parish Council for approval. Although timing not clear, it is expected to be in weeks not months.

(vi) Security

None.

(vii) Other

None.

20/151. REPORTS FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLOR

Cllr I Devonshire (EHC) provided the following update:

- site on Kettle Green Lane – decision in relation to the planning application on this site for a yoga retreat is expected at the end of the month.
Note – this is being considered by the Planning Committee following this Parish Council meeting;
- major capital projects – whilst COVID-19 has created a massive budget gap for East Herts, 3 of the major capital projects, which includes Grange Paddocks, have been reviewed and assessed as remaining viable;
- CDA Herts – will be running a digital inclusion project from October which involves weekly 1 hour sessions on computers for those in rural isolation. Much Hadham is one of the villages included in this project although it is likely the sessions will be held in Little Hadham Village Hall as the parishes are linked for this project; and
- passing bays in Kettle Green Lane – identified that these are now in a very poor state and he will follow this up with Cllr G McAndrew (HCC) and requested that the Parish Council do the same.

In relation to the passing bays, the Chair highlighted that this was last discussed with Cllr G McAndrew in January where it had been identified that there was an issue with funding this work. Cllr I Devonshire (EHC) agreed to follow up.

20/152. RESIDENTS' COMMENTS

(i) Yoga Centre

A resident highlighted that the Campaign for the Protection of Rural England (CPRE) had sent in an objection for the proposed Yoga Centre which included asking East Herts Council to prevent fencing being put up. Cllr I Devonshire (EHC) agreed to speak to the case officer regarding this.

(ii) Red Lion Bus Shelter

In response to concerns that the bus shelter is deteriorating further, it was confirmed that this was noted on the outstanding matters list. It was highlighted that a further quote was required and any details for a contractor to contact would be helpful to the Clerk.

(iii) Bollards at Moor Place Park gate

A resident asked what the latest position was in respect of getting bollards re-instated at the Moor Place gate by the War Memorial. Cllr B O'Neill commented that Cllr G McAndrew (HCC) had been looking into this, as an attempt had been made to have the bollards replaced when the entrance was re-surfaced. This will be followed up at the meeting with Cllr G McAndrew (HCC) on the 9th October.

20/153. FINANCIAL

(i) Payment of Accounts

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

PAYMENT OF ACCOUNTS - OCTOBER 2020

Chq etc	Payable to	For	Amount
1027	MH Sports Association	Pavilion electricity	21.27
1028	EHC	Playground inspection report (ROSPA)	55.30
1029	HAPTC	Training (3 online courses)	120.00
1030	Mr C Copper	Cut front hedges & strim grass verges at Recreation Ground	210.00
1031	MH Village Hall	D Billson - Pavilion cleaning (September)	80.00
1032	FM Forth	Clerk's salary (September)	581.10
SO	M Windmill	Litter Agency (October)	334.00
Total payments			<u>£1,401.67</u>

Cheques will be signed and despatched following the meeting.

(ii) Financial Statement

The financial statement for 2020/21 to date was received. The summary financial position is detailed overleaf and comparison to the annual budget is attached at Appendix A.

Cllr I Hunt raised concern that a significant amount of funding had not yet been spent, considering that the half of the current financial year had elapsed. In discussion, it was

agreed to pursue the tree management plan as quotes had been received for this. In addition, the Clerk would be asked for an update on the street lighting loan application.

SUMMARY FINANCIAL POSITION AS AT 6 OCTOBER 2020

	Parish Council £	Burial Authority £	Total £
Opening balance - 1 April 2020	43,057.54	18,742.76	61,800.30
Income	75,215.22	7,982.00	83,197.22
Expenditure	- 15,698.48	- 1,050.63	- 16,749.11
Closing balance	<u>102,574.28</u>	<u>25,674.13</u>	<u>128,248.41</u>

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

(1) Section 106 receipts for sport or recreation	<u>4,570.00</u>
	<u>4,570.00</u>

20/154. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 1st September 2020 be received and the decisions taken be ratified.

20/155. URGENT BUSINESS

None.

20/156. CLERK'S INFORMATION

None.

20/157. DATE OF NEXT MEETING

The next meeting will be Tuesday 3rd November 2020 at 7:30 pm. Arrangements to be confirmed but likely to be in the same format as tonight.

There being no further business the meeting closed at 8:31 pm.

MUCH HADHAM PARISH COUNCIL

YEAR ENDED 31 MARCH 2021

BUDGET TO ACTUAL COMPARISON AS AT 6 OCTOBER 2020

(Parish Council only)	FULL YEAR	YEAR TO	COMMENT
	2021	DATE	
	BUDGET	ACTUAL	
	£	£	
INCOME			
Precept	43,000.00	43,000.00	
Litter Agency	4,235.00	4,272.66	
New Homes Bonus	10,000.00	15,389.00	
Pavilion income	1,000.00	-	
Grant	300.00	161.00	
Other	60.00	10.80	
VAT reclaimed	5,000.00	12,381.76	Reclaim for 2018/19 + 2019/20
TOTAL INCOME	63,595.00	75,215.22	
EXPENDITURE			
Staff costs	7,000.00	3,486.60	
PWLB loan repayment	5,387.46	2,693.73	
Administration costs	3,300.00	1,086.00	
Insurance	3,900.00	756.00	
Audit fees	730.00	-	
General Data Protection Regulation compliance	35.00	35.00	
Election expenses	-	-	
Maintenance of open spaces	21,800.00	3,025.48	
Litter Agency	4,008.00	2,338.00	
War memorial (lighting and maintenance)	1,100.00	68.32	
Street lighting (energy and maintenance)	2,000.00	-	
Street lighting (replacement programme)	6,100.00	-	
Pavilion	3,400.00	1,562.90	
Grants and donations (Section 137 expenditure)	1,000.00	-	
Sport and recreation grants (Section 106 funded)	1,500.00	-	
Neighbourhood Plan	2,000.00	90.00	
Capital - Roller shutter at Pavilion	2,000.00	-	
Capital - Bollards at Moor Place Gate	800.00	-	
VAT	5,000.00	556.45	
TOTAL EXPENDITURE	71,060.46	15,698.48	