

MUCH HADHAM PARISH COUNCIL

MINUTES of the Much Hadham Parish Council meeting held on Tuesday, 11th January 2022, in the Much Hadham Village Hall, at 7:30 pm.

Cllr Mrs K Hamilton
*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: F Forth, Clerk and 18 members of the public.

22/1. APOLOGIES FOR ABSENCE

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

22/2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Cllr I Hunt declared an interest in a payment to be approved (agenda item 22/11 (i)) and would therefore not be participating in nor voting on the related motion.

No other declarations were made or applications for dispensations sought.

22/3. NOTIFICATIONS OF URGENT BUSINESS

None.

22/4. CHAIR'S ANNOUNCEMENTS

The Chair wished all those present a Happy New Year and made the following announcements:

- A120 bypass – this is now open, making it quicker to travel through Little Hadham, and flood alleviation works should prevent any future flooding in that area; and
- Queen's 70th Jubilee – the second May bank holiday has been moved to enable a 4-day weekend at the beginning of June to celebrate and a proposal has been put forward to close a section of High Street on the Sunday to enable a "Big Lunch" to take place on Sunday 5th June. The Chair requested everyone spread the word or get involved.

22/5. MINUTES OF THE LAST MEETING

RESOLVED that the minutes of the last meeting held on 7th December 2021 be accepted as a correct record of the proceedings and be signed by the Chair after the meeting.

22/6. REPORTS ON OUTSTANDING MATTERS AND RESOLUTIONS

The following updates were provided in relation to outstanding matters and resolutions:

- noticeboards – quotes being sought for refurbishment;
- annual bus shelter maintenance – quote accepted from Gooch Carpentry & Refurbishments Ltd; and
- Legionnaires testing at the Pavilion – negative test result had been received.

22/7. MEMBERS' REPORTS

(i) Community

Recreation Ground

Cllr K Twort confirmed that there had been no recent meeting of the Sports Association.

The Chair reported that there had been some vandalism at the tennis courts between Christmas and New Year where graffiti had defaced the electricity box and an attempt made to clog the digi code lock with paint. This has been reported to the Police and PCSO Leon de Bruyn.

Cllr D McDonald reported that 2 CCTV quotes had been obtained and further lighting quotes were being sought.

The Chair highlighted that the new shutter covering the Pavilion's front doors was working well but the cover still needs to be installed. In addition, quotes are still being sought for glazing these Pavilion doors.

Playground

The Clerk reported that the latest quarterly maintenance inspection report had been received. Due to timing, the majority of action items on the report had since been completed with the invoice due for approval at this meeting. A new medium risk item has been identified, the unsatisfactory surface under the hurricane swing, for which a quote has been provided. The quote is:

- £5,460 + VAT for bonded rubber mulch; or
- £2,250 + VAT for rubber grass mats – the existing surface.

Following discussion, it was agreed to seek further comparative quotes for this work.

Finally, it was noted that quotes for the basketball area are still being sought.

Village Hall

Cllr B O'Neill stated that a Village Hall Management Committee meeting was taking place next week.

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

General

Cllr S Smith commented that the weather pattern over the past 6 weeks had been mixed, either dry and cold, or mild and wet plus the odd very windy day. This had resulted in the footpaths and bridleways turning to mud where they border or cross fields.

Public Rights of Way

Cllr S Smith provided the following update:

- Footpath 11 Diversion Order – no further news;
- Footpath 37 - undergrowth and branches have been trimmed but not all of the trimmings have been shredded or removed;
- Footpath 44 - the bridge is now open having had its treads replaced. However, this is only a temporary measure as there are plans to completely replace the whole bridge at some point in the future;
- Footpath/Bridleway 29 – similar repairs were reported last month on the two bridges on this footpath. These bridges will undergo re-decking later this year, and the area in between them will also be re-surfaced using monies from the COVID budget allocated to Herts County Council (HCC) last year;
- Footpath 20 – bridge is still closed. HCC Highways has now been tasked with co-ordinating all parties involved to progress repair;
- general - the need for farmers and landowners to maintain a clear path across their fields is still outstanding. The weather conditions have not helped nor has the appointment of a new enforcement officer at HCC who has yet to start; and
- outstanding diversion possibilities – the new enforcement officer will clarify outstanding diversion possibilities: Footpath 37 which runs through Glenside Cottage's garden off Danebridge Lane and Footpath 10 which runs through at least one property's garden at Moor Place.

Rubbish bins

The Chair reported that a full review of the rubbish bins in the parish had taken place in conjunction with the Litter Picker. This had identified 5 that should be removed as they were either being abused or not used.

Following discussion, it was agreed to remove the 5 identified rubbish bins. The Litter Picker will monitor the area where these bins are removed, and the situation will be reviewed in 6 months' time.

(iii) Highways (inc street lighting)

Cllr B O'Neill reported that the final walk round to inspect the new parish lighting, involving representatives from Ducreux Lighting and Ringway, would take place on Tuesday 25th January, starting at the Broadfield Way bus shelter at 4:30 pm. Cllrs and residents are welcome to attend. A key action from this inspection is to get the light output balanced before these new lights are handed over to Herts County Council.

The Chair stated that a liaison meeting with Highways had not been arranged as yet. However, it was noted that the new bendy bollards were in place near Windmill Way and a new salt bin has been installed on Winding Hill. Cllr B O'Neill highlighted that plenty of salt is available if needed to clear public footpaths.

(iv) Media

The Chair highlighted that a majority of other Parish Councils include email addresses for Cllrs on their websites but Much Hadham only includes Cllr's phone numbers. She also highlighted that having Parish Council specific email addresses are now easy to set up. It was agreed that Cllrs would consider this and decide at a later date.

(v) Neighbourhood Plan

Cllr I Hunt reported that there was nothing new to report in relation to the examination of the Neighbourhood Plan. The examination is the responsibility of East Herts Council and they have not been regularly chasing the appointed Examiner.

(vi) Security

On behalf of Cllr Mrs H Maduhu, the Clerk reported that the following information had been provided by PCSO Leon de Bruyn:

- an outbuilding at a residential property in South End had been broken into, however no items were taken; and
- some mobile speed checks were undertaken last week, near to the school. Out of 100 cars noted, no vehicle was recorded as speeding. It has also been highlighted

that police speed monitor checks were always going to be a short-term solution to a long-term problem.

Finally, the Clerk explained the purpose of the quarterly Police Priority Setting Forums, highlighting that Parish Clerks are encouraged to participate. The next forum was due to take place in March and she would be attending.

In response to a question, the Clerk agreed to identify what time of day the speed checks took place.

(vii) Other

Nature Reserve

Cllr D McDonald highlighted that the Planning Committee had been regularly requesting that East Herts Council's Planning Department enforce the planning conditions associated with the Moor Place Park development, particular in relation to the area known as the Nature Reserve off Kettle Green Lane. However, this land was sold and is currently being marketed in small plots. In the prior year, the Parish Council considered seeking a loan to purchase this land but the cost became prohibitive.

Finally, Cllr D McDonald stated that he was aware that residents would be airing a scheme in relation to this land later in the meeting.

Bull Inn

The Chair reminded those present that concerns had been raised in relation to the proposal for a housing development behind The Bull Inn which would be accessed through the pub carpark. The pub landlords, Punch Taverns, were supportive of the pub being listed as an Asset of Community Value. It was proposed that a Task and Finish Group, including residents, be established to prepare and submit an application to achieve this.

Following discussion, it was agreed that Cllrs would consider this before making a decision.

22/8. REPORTS FROM COUNTY COUNCILLOR AND DISTRICT COUNCILLOR

Cllr I Devonshire (EHC) also referred to the plots for sale in both fields either side of Kettle Green Lane, highlighting that he replies to any enquiries from prospective purchasers that this land should not get planning permission as development in neither field would comply with District Plan policies. He also reported that there is still a BT box on the land to the south of Kettle Green Lane which has been there for nearly two years. In relation to both of these points, Cllr I Devonshire (EHC) is seeking a meeting with East Herts Council's Head of Planning and Head of Enforcement, to ensure that these officers are aware and can fend off any unwanted development. It was noted that the Neighbourhood Plan will help with this once adopted.

Finally, Cllr I Devonshire (EHC) reported that East Herts Council has recently given grants to 17 businesses that have either expanded into new premises or have started a new business working from new premises in the past six months. This is a good sign for East Herts.

In response to a question, Cllr I Devonshire (EHC) confirmed that the only proposed boundary change affecting this ward was that the area in Thorley would be moved into the Thorley ward.

22/9. RESIDENTS' COMMENTS

(i) The Lay

A number of residents were present to outline their concerns at the fact that the field, known as "The Lay", or "the nature reserve" was being sold off in small speculative plots, creating a potential risk that the site could be used for unacceptable purposes. A resident outlined a scheme that had been used by residents in a nearby parish to purchase a plot of land and explained that they were present at this meeting to canvass support as considerable funds were required to purchase the land.

It was noted that when the Moor Place Park development was undertaken, this land was to be left for the village although it was acknowledged that this was not a formal agreement. Residents were keen to draw attention to the amenity value of this land and it was recognised that, when adopted, the Neighbourhood Plan, would provide additional protection from future development.

Solutions to protect this land for the village were considered, primarily being either to purchase the land or discourage other prospective buyers with time being of the essence.

Residents were encouraged to take action, for example, to pressure East Herts Council's Planning to enforce the planning conditions associated with this land.

The Chair highlighted that the Parish Council could not make a decision relating to this situation at this meeting but would consider the points raised. All residents present agreed that their details, as recorded on the COVID attendance register, could be used by the Parish Council to keep in touch with them on this issue.

22/10. STANSTED AIRPORT

Cllr D McDonald provided the background to the proposed motions (Appendix A).

RESOLVED to object to any attempt by Manchester Airport Group ("MAG") to lift restrictions on night flights from Stansted Airport.

RESOLVED to delegate authority to Cllr D McDonald to:

- represent the Parish Council's opposition to lifting restrictions on night flights;
- act on behalf of the Parish Council on the Stansted Airport Watch (SAW) Parish and Town Council Liaison Group with authority to contact, liaise and campaign with such other bodies and persons as appropriate;
- to join one or more of the Stakeholder Groups established by Stansted Airport to consider the Airport's plans to develop future flight path options and engage in Stakeholder Engagement Sessions on behalf of the Parish Council; and
- report to the Parish Council accordingly.

22/11. FINANCIAL

(i) Payment of Accounts

RESOLVED that the accounts, as shown below, be duly authorised for payment. Cllr I Hunt did not participate in this item or vote due to his declared interest. (Minute ref: 22/2)

PAYMENT OF ACCOUNTS - JANUARY 2022

Ref	Payable to	For	Amount
OP108	MH Village Hall	Share of 1100 ltr bin costs (used by Litter Picker)	260.91
OP109	BA Alexander Machinery Limited	Perry Green Burial Ground extension work	2,172.00
OP110	E.ON	Lighting for war memorial	27.64
OP111	MH Sports Association	Pavilion water	115.82
OP112	Broadmead Leisure Ltd	Quarterly playground inspection (December)	60.00
OP113	MH Village Hall	Hall hire 2021	120.00
OP114	Green Tye Mission Hall	Hall hire (2 Nov 21)	35.00
OP115	Broadmead Leisure Ltd	Playground equipment repairs	594.00
OP116	I Hunt	Reimburse for Planning magazine subscription	395.00
OP117	FM Forth	Clerks expenses 25 Mar 21 to 5 Jan 22	494.59
OP118	MH Village Hall	D Billson - Pavilion cleaning (December)	80.00
SO	M Windmill	Litter Agency (January)	334.00
OP119	FM Forth	Clerk's salary (January)	597.13
Total payments			£5,286.09

Payments will be authorised online following the meeting by Cllr B O'Neill and Cllr S Smith.

(ii) Financial Statement

The financial statement for 2021/22 to date was received. The summary financial position is detailed below and comparison to the annual budget is attached at Appendix B. No matters were highlighted by the Clerk.

SUMMARY FINANCIAL POSITION AS AT 6 JANUARY 2022

	Parish Council £	Burial Authority £	Total £
Opening balance - 1 April 2021	81,111.38	24,744.29	105,855.67
Income	84,312.46	2,220.00	86,532.46
Expenditure	- 64,311.98	- 2,767.44	- 67,079.42
Closing balance	<u>101,111.86</u>	<u>24,196.85</u>	<u>125,308.71</u>

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

(1) Section 106 receipts for sport or recreation	1,570.00
(2) Streetlights	11,100.00
(3) Open spaces	18,650.00
	<u>31,320.00</u>

(iii) Precept 2022/23 and Forward Financial Plan

The budget, detailing the precept, and Forward Financial Plan had been circulated with the agenda.

Cllr I Hunt stated that the financial plan reflected maintaining the existing level of precept and maintaining a good level of reserves.

RESOLVED to approve the budget presented for 2022/23 and determine the precept at £42,000.

RESOLVED to approve the Forward Financial Plan.

Note: the Forward Financial Plan, which includes the budget for 2022/23, is attached at Appendix C

22/12. PLANNING

RESOLVED that the minutes of the Planning Committee meeting held on 7th December 2021 be received and the decisions taken be ratified.

22/13. BURIAL AUTHORITY

RESOLVED that the minutes of the Burial Authority meeting held on 7th December 2021 be received and the decisions taken be ratified.

22/14. URGENT BUSINESS

None.

22/15. CLERK'S INFORMATION

None.

22/16. DATE OF NEXT MEETING

The next meeting will be Tuesday 1st February 2022 at 7:30 pm at the Much Hadham Village Hall.

There being no further business the meeting closed at 9:39 pm.

STANSTED AIRPORT

Cllr D McDonald provided the following background to the proposed motions:

At our November meeting I reported that SAW (Stansted Airport Watch”) had established a “Parish and Town Council’s Liaison Group” to oppose MAG’s application to lift all restrictions on night flights, and that I had been in touch with the Group and expressed the PC’s interest in joining it. As I mentioned last time, this will be a long campaign – the new regulations will not be introduced until 2025.

Since the November meeting I attended a Zoom meeting of the Group (its first meeting since SAW was established as the successor to SSE), which took place on 2 December.

The Group is comprised of around 30 Parish Councils and 2 Town Councils (Bishop’s Stortford and Great Dunmow) although the turnout for the Zoom meeting was quite a lot less than that.

SAW, as the focal pressure group for resisting MAG’s application has advised the DfT that it not only wants the application to lift the current restrictions on night flights to be rejected, but wants to go further and get a commitment that there be a phased reduction in night flights, with a complete ban in place by 2030 (except in the case of emergencies), and that in the meantime the current restrictions on night flights between 23.30 and 06.00 be expanded to the hours of 23.00 to 07.00.

In addition to the threat of all restrictions on night flights being lifted, there is a second issue on the horizon which potentially will be harmful to the quality of life in the Parish – possible changes to the current flightpaths.

Stansted Airport is currently arranging ‘Stakeholder Engagement Sessions’ to explain plans for revising local flight paths as part of a national airspace “modernisation” programme. Stansted is at the stage of developing flight path options, which will be the subject of discussion at the “stakeholder” meetings.

It seems that the initial stakeholders were representatives from local authorities, businesses and other local organisations which were invited by the airport to join the Stakeholder Groups. However, I was advised by SAW’s Noise Adviser, that others who have an interest in the outcome of the review are free to join and encouraged us to participate.

I therefore contacted a “Future Airspace Consultation Senior Advisor” at Stansted Airport and asked for advice on what would be required procedurally to join the Stakeholder Group (or Groups – I’m not sure at present whether there is just one or there are a number of them). A response was received to say that the last consultation phase ended in November, and the response seemed to imply that it was too late to join – contrary to what I was told by SAW’s Noise Adviser. Clarification has been sought and I await a response, on which I will report at the next meeting, hopefully also with some details about the changes to flight paths which are under discussion and their potential impact on noise levels in the parish.

MUCH HADHAM PARISH COUNCIL

YEAR ENDED 31 MARCH 2022

BUDGET TO ACTUAL COMPARISON AS AT 6 JANUARY 2022

(Parish Council only)	FULL YEAR	YEAR TO DATE	COMMENT
	2022	2022	
	BUDGET £	ACTUAL £	
INCOME			
Precept	42,000.00	42,000.00	
PWLB Loan Advance (Parish lights)	-	25,000.00	
Litter Agency	4,275.00	4,272.66	
New Homes Bonus	9,097.00	-	Bonus no longer being paid
Pavilion income	7,020.00	7,946.00	
Grant	300.00	277.50	
Other	60.00	1,975.08	Sale of old streetlights
VAT reclaimed	5,000.00	2,841.21	
TOTAL INCOME	67,752.00	84,312.45	
EXPENDITURE			
Staff costs	7,200.00	5,971.30	
PWLB loan repayment - Pavilion	5,387.46	5,387.46	
PWLB loan repayment - Parish lights	2,768.00	-	First loan repayment will be in the next financial year
Administration costs	3,100.00	2,292.52	
Insurance	3,250.00	722.25	
Audit fees	830.00	745.00	
General Data Protection Regulation compliance	35.00	35.00	
Election expenses	-	-	
Maintenance of open spaces	13,400.00	8,467.02	
Litter Agency	4,008.00	3,340.00	
War memorial (lighting and maintenance)	700.00	690.49	
Street lighting (energy and maintenance)	2,000.00	-	
Pavilion	3,500.00	4,451.62	Additional maintenance work undertaken
Grants and donations (Section 137 expenditure)	1,000.00	900.00	
Sport and recreation grants (Section 106 funded)	-	3,000.00	
Neighbourhood Plan	-	90.00	
Revenue - Maintenance of Village sign	4,000.00	3,665.00	Cost of refurbishing sign plus new post and installation
Revenue - Maintenance of bus shelters	8,000.00	10,439.09	£1,463.09 over approved quote of £8,976 due to additional cost of materials and labour, plus a pavement licence
Capital - Playground equipment	8,000.00	5,578.53	Cost less than expected
Capital - Roller shutter at Pavilion	-	1,760.00	
VAT	5,000.00	6,776.70	
TOTAL EXPENDITURE	72,178.46	64,311.98	

MUCH HADHAM PARISH COUNCIL

FORWARD FINANCIAL PLAN 2022/23 TO 2026/27

ASSUMING PRECEPT REMAINS AT £42,000 IN 2022/23 & REMAINS AT THAT LEVEL
INCOME - CAUTIOUS APPROACH.
EXPENDITURE - 5% INFLATION FOR 2022/23 + PAST SPEND OR KNOWN CHANGES APART
FROM ENERGY 40% INFLATION FOR 2022/23

	2020/21 ACTUAL £	2021/22 EXPECTED £	2022/23 BUDGET £	2023/24 BUDGET £	2024/25 BUDGET £	2025/26 BUDGET £	2026/27 BUDGET £
INCOME							
Precept	43,000.00	42,000.00	42,000.00	42,000.00	42,000.00	42,000.00	42,000.00
PWLB loan - Parish lights	-	25,000.00	-	-	-	-	-
Litter Agency	4,272.66	4,272.66	4,275.00	4,280.00	4,285.00	4,290.00	4,295.00
New Homes Bonus	15,389.00	-	-	-	-	-	-
Pavilion income	4,680.00	9,760.00	9,660.00	9,660.00	9,660.00	9,660.00	9,660.00
Grant	297.00	2,297.00	300.00	300.00	300.00	300.00	300.00
Burial fees (ring fenced to Burial Authority)	9,292.00	2,640.00	2,640.00	2,640.00	2,640.00	2,640.00	2,640.00
Other	11.67	2,775.00	60.00	60.00	195.00	60.00	60.00
VAT reclaimed	12,381.76	2,841.21	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
	89,324.09	91,585.87	63,935.00	63,940.00	64,080.00	63,950.00	63,955.00
EXPENDITURE							
Staff costs	7,165.56	7,165.56	7,200.00	7,272.00	7,344.00	7,417.00	7,491.00
PWLB loan repayment - Pavilion	5,387.46	5,387.46	5,387.46	5,387.46	5,387.46	5,387.46	5,387.46
PWLB loan repayment - Parish lights	-	-	2,734.64	2,734.64	2,734.64	2,734.64	2,734.64
Administration costs	2,175.74	3,280.00	2,960.00	3,010.00	3,060.00	3,110.00	3,160.00
Insurance	2,500.43	2,550.00	2,650.00	2,700.00	2,750.00	2,800.00	2,850.00
Audit fees	785.00	745.00	850.00	730.00	740.00	750.00	760.00
General Data Protection Regulation compliance	35.00	35.00	35.00	35.00	35.00	35.00	35.00
Election expenses	-	-	-	-	-	-	-
Maintenance of open spaces	6,582.37	13,400.00	7,000.00	7,000.00	7,000.00	7,000.00	7,000.00
Litter Agency	4,008.00	4,008.00	4,008.00	4,008.00	4,008.00	4,008.00	4,008.00
War memorial (lighting and maintenance)	687.40	695.00	805.00	825.00	845.00	865.00	885.00
Street lighting (energy and maintenance)	2,251.39	2,500.00	-	-	-	-	-
Pavilion (running expenses and maintenance)	3,724.42	7,100.00	4,000.00	4,100.00	4,200.00	4,300.00	4,400.00
Grants and donations (Section 137 expenditure)	-	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Sport and recreation grants (Section 106 funded)	-	3,000.00	-	-	-	-	-
Neighbourhood Plan	3,834.27	1,000.00	-	-	-	-	-
Capital - Street lighting	-	44,000.00	-	-	-	-	-
Capital - Roller shutter at Pavilion	-	1,760.00	-	-	-	-	-
Revenue - Maintenance of Village sign	-	3,665.00	-	-	-	-	-
Revenue - Maintenance of bus shelters	-	10,439.09	-	-	-	-	-
Capital - Playground equipment	-	5,578.53	5,000.00	5,000.00	-	-	-
Revenue/Capital Projects (to be allocated)	-	-	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Burial ground (ring fenced to Burial Authority)	3,290.47	7,870.00	2,550.00	2,590.00	2,630.00	2,670.00	2,710.00
VAT	2,841.21	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
	45,268.72	130,178.64	61,180.10	61,392.10	56,734.10	57,077.10	57,421.10
SURPLUS/DEFICIT	44,055.37	- 38,592.77	2,754.90	2,547.90	7,345.90	6,872.90	6,533.90
BALANCE BOUGHT FORWARD	61,800.30	105,855.67	67,262.90	70,017.80	72,565.70	72,565.70	79,911.60
Add SURPLUS/less DEFICIT	44,055.37	- 38,592.77	2,754.90	2,547.90	7,345.90	6,872.90	6,533.90
BALANCE CARRIED FORWARD	105,855.67	67,262.90	70,017.80	72,565.70	79,911.60	79,438.60	86,445.50
BALANCE CARRIED FORWARD RELATES TO:							
Parish Council	81,111.38	47,748.61	50,413.51	52,911.41	60,247.31	59,814.31	66,851.21
Burial Authority	24,744.29	19,514.29	19,604.29	19,654.29	19,664.29	19,624.29	19,594.29
	105,855.67	67,262.90	70,017.80	72,565.70	79,911.60	79,438.60	86,445.50
Remember in relation to the Parish Council balance:							
~ Section 106 monies	4,570.00	1,570.00	1,570.00	1,570.00	1,570.00	1,570.00	1,570.00
~ New Homes Bonus	-	-	-	-	-	-	-
~ Streetlights	11,100.00	-	-	-	-	-	-
~ Open spaces	18,650.00	18,650.00	18,650.00	18,650.00	18,650.00	18,650.00	18,650.00
LEAVING AVAILABLE FOR PARISH COUNCIL	46,791.38	27,528.61	30,193.51	32,691.41	40,027.31	39,594.31	46,631.21
Tax base	974.57	956.43	968.79	968.79	968.79	968.79	968.79
Band D equivalent	£44.12	£43.91	£43.35	£43.35	£43.35	£43.35	£43.35