

# **HORMEAD PARISH COUNCIL**

## **Minutes of the Hormead Parish Council Meeting Thursday 20 September 2018 in the Meads Pavilion at 8pm**

**PRESENT:** Cllr Jayne Denham, Chairman (JD); Cllr Kevin Glogner (KG); Cllr Andy Hazell (AH)  
Cllr John Kilby (JK); Cllr Teresa Marks (TM); Cllr Richard White (RW)

Four members of the public, Rev James Sawyer, PC David Miller

Clerk: Colin Marks, Clerk to the Parish Council

**ACTION**

The Chairman welcomed everyone and opened the meeting at 8pm.

**18.115 Apologies for absence.** The following councillor apologies were accepted:

1. Councillors: Cllr Robb Denham (unwell)
2. Other apologies: Sgt Duncan Wallace

**18.116 Declarations of Interest and Dispensations**

**1. Declarations of Interest:** Cllr Teresa Marks: a DPI as wife of the Clerk in relation to his payments, as stated on the agenda.

**2. Dispensations: (i)** It was noted that Cllr Teresa Marks has a dispensation to speak and vote on Council finance business in which she has a pecuniary interest as the wife of the Clerk, as stated on the agenda; **(ii)** To receive requests for dispensations: NONE

**3. To consider requests for dispensations:** NONE.

**Clerk**

**18.117 Minutes of the Ordinary Parish Council Meeting held on 19 July 2018**

It was unanimously **RESOLVED that the Minutes of the Parish Council Meeting held on 19 July were a true and accurate record.** The Chairman signed the Minutes.

**JD/Clerk**

**18.118 Chairman's announcements:** NONE

**18.119 Police Crime Report for the Parish**

PC David Miller reported that since 19<sup>th</sup> July there were no 999 calls and that there were 5 non-urgent reports comprising 1 common assault, 1 ABH, and 3 burglaries. There are no reports of hare coursing as yet, but any suspicious activity should be reported to the police immediately. Anstey Quarry has now closed, but there are residual issues concerning the site yet to be resolved.

**18.120 District and County Councillors' reports:** NONE

**18.121 PLANNING**

**1. New applications**

**3/18/1733/LBC Shangles, Hare Street:** Replacement roof tiles and 2 roof-lights and 2 dormer windows to two roof sections. *The Council **RESOLVED to support this application***

**3/18/1648/HH Great Hormead Dane, Conduit Lane:** Erect detached 3-bay garage. *The Council **RESOLVED to make no objections to this application***

**2. Decision Notices** (for information only)

**3/18/1681/HH & 1682/LBC Oak Cottage, Hare Street:** Demolish rear porch canopy; single storey rear extension. *Late notification: **GRANTED***

**3/18/0855/LBC Dane End House, Conduit Lane:** Replacement barn steps. **GRANTED**

**3/18/1539/HH The Willows, Hare Street:** Erection of garage. **WITHDRAWN**

**3/18/1407/HH Bradbury Farm, Hare Street:** Convert garage and outbuilding to annex, plus new garage. **DECISION AWAITED**

**3/18/1309/OUT Land adj to Bradbury, Gt Hormead:** Outline application for 1x 4-bed dwelling: **REFUSED**

**3/18/1183/FUL & 1184/LBC Stonebury Farm:** Grade 1 listed barn conversion **GRANTED**

**3/18/0936/FUL & 3/18/0937/LBC Hormead Cottage:** Demolish existing building and cart shed following extensive fire damage. Construct replacement dwelling and new cart shed; retain C21 two-storey extension for use as annex. **GRANTED**

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**3/18/0653/HH Ashdown House Hare Street:** New outdoor swimming pool with cover, pool-house with plant room and air-source heat-pump. **GRANTED**

**3/14/1624/CL Hillcrest:** Certificate of Lawfulness for use as a dwelling. DECISION AWAITED

**3. Other Planning matters** - Including any received too late to be included on the agenda:

**Late planning application received:**

**3/18/1936/OUT High Trees, Gt Hormead** Outline permission for demolition of dwelling and detached garage and erection of 4 x dwellings – all matters reserved.

It was unanimously **RESOLVED to object for the reasons set out against the previous application at this location earlier this year. It was agreed that the new proposal is not substantially different from the earlier plan and that the reasons given for its refusal, being based largely on the 2007 District Plan, must still be in force since the new District Plan is on hold pending a decision by the Secretary of State.**

Clerk

The reasons to be stated are: 1) It represents an over development of the site. One house is being demolished and being replaced by four houses almost certainly of a different style. 2) The outline gives no indication of the height that the new houses might be, but on rising ground the negative amenity impact on neighbouring properties could be significant. 3) It is inappropriate for the area. 4) It is not identified in the adopted Buntingford Community Area Neighbourhood Plan (BCANP). 5) By being inappropriate for its location, by adversely impacting the landscape, and by failing to meet the housing needs of the area, it does not meet the Housing Development Objectives established by the adopted BCANP. 6) There is still insufficient space for service vehicles to turn within the site and therefore bins etc would have to be left beside the B1038; the number of bins involved could not be safely accommodated at that roadside location. 7) The Parish Council's opinion is that there is insufficient parking space to accommodate the cars that would in all probability be owned by occupiers of the proposed housing. 8) There are already parking issues on the B1038 immediately outside the property and further street parking would be wholly inappropriate. There are double-yellow lines on the opposite side of the road. 9) The B1038 already has six points of ingress/egress from nearby properties and is very busy at school times. 10) Since the new District Plan is on hold, the policies of the 2007 District Plan, as quoted in East Herts Council's determination on 12<sup>th</sup> April 2018 to refuse previous permission are still in force and must still apply. 11) No flood risk assessment has been included with the application and it cannot therefore proceed since The Environment Agency's criteria for this site have not been addressed.

However, if permission was to be granted, the Parish Council should request that a conditional Section 106 agreement be imposed that would be used for the benefit the community.

**18.122 FINANCE**

**1. Report of the Council's finances for June was received (Appendix A)**

Finance Summary from 1 July to 31 August:

	£
<b>Opening bank balance statement 1 July</b>	<b>12,505.64</b>
Plus income 1 July to 31 August	1,901.00
Minus expenditure 1 July to 31 August	<u>2,536.85</u>
	11,869.79
Minus presented cheques 1608, 1616, 1618, 1619	797.93
Plus unrepresented cheque 1632	<u>468.90</u>
<b>Bank balance: reconciled with statement at 31 August</b>	<b><u>11,540.76</u></b>
Minus unrepresented cheques 1583 and 1617	69.22
Minus unrepresented cheque 1632	<u>468.90</u>
<b>Balance available to Council at 31 August (cashbook balance)</b>	<b><u>11,002.64</u></b>
Petty cash in hand	<u>50.00</u>

**Accounts/bank statement reconciliation.** It was noted that the Accounts sheet (Appendix A) and bank statement reconciled. It was unanimously **RESOLVED to accept the Accounts Statement.**

Clerk

**2. Verification of Accounts and Bank Statement.** Cllr Kevin Glogner, as a non-signatory member, signed the accounts sheet and bank statement reconciliation.

KG/Clerk

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An accounts summary is published each month in the Minutes on the website.

Clerk

### 3. Budget vs performance to 31 August

The Clerk presented an itemised performance report against the budget. All is in order. Against the budget anticipation of a year-end bank balance of £8,367, the projected balance currently stands at £9,408, subject to any expenditure or income that cannot be anticipated at this time. It was unanimously **RESOLVED to accept the report as presented.**

Clerk

### 4. Payments. It was unanimously **RESOLVED to approve the signing of all orders for payment: (Appendices B1 and B2)**

Date	Payee	Item	£	Chq	Power
31/7	Clerk	Salary July	468.90	1630	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
6/8	Clerk reimburse	Meads signs	36.00	1631	LG(MP)A 1976 s19
31/8	Clerk	Salary August	468.90	1632	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
3/9	Affinity Water	Water 7/2 - 4/8	35.05	1633	LG(MP)A 1976 s19
3/9	E.ON	Electric 11/5-10/8	116.41	1634	LG(MP)A 1976 s19
20/9	SC Ruff	Litterpick to 10/8	260.00	1635	OSA 1906 s9 & s10
20/9	Clerk	Expenses Jul/Aug	43.60	1636	LGA 1972 s111
20/9	Clerk petty cash	Pettycash Jul/Aug	13.80	1637	LGA 1972 ss111, 114, 140
20/9	Earthworms	Meads August	438.00	1638	LG(MP)A 1976 s19
20/9	SC Ruff	Litterpick to 6/9	260.00	1639	OSA 1906 s9 & s10
20/9	ICO	DPA registration	40.00	1640	DP(C&I)R 2018
20/9	Wyddial MCA	Marquee final	2,000.00	1641	LGA 1972 s137
20/9	A Viragh	Cleaning Sept	26.00	1642	LGA 1972 s111, s133
<b>Recoverable VAT included:</b>			<b>£ 84.54</b>		

Cheques were signed after the meeting.

Clerk

### 18.123 Correspondence (As per the Agenda - noted for information)

- Reports of vandalism at the Meads
- Cllr J Jones: Anstey Quarry action updates (18.124.2.1)
- VHMC: Issues over winter salt storage (18.124.2.3)

### 18.124 Special Interest Matters

#### 1. Village Hall:

- 1 Report: None received. It was noted that the Minutes of the VH meeting contain a typo in item 5(a), 5<sup>th</sup> line, which should be amended to read, "The PC are ~~now~~ not allowed to be involved in [the distribution of winter salt]". The error has been acknowledged by the VHMC Secretary
- 2 Appointment of VHMC representative: No councillor volunteered for this position.

JD

JD

#### 2. Highways

1. **Anstey Quarry:** update on Enforcement of closure. The Quarry has now been closed.
2. **Speed Indicator Devices (SIDs) for Hare Street:** Cllr Jeff Jones update. No report received.
3. **Winter salt supply from HCC:** Since Sheila Beetles has kindly offered to store the salt at her farm, It was **RESOLVED to order up to 20 bags.**
4. **Highways maintenance in Hare Street: update.** Cllr Glogner reported that the blocked gulleys/drains have been addressed and the overgrown footways have been cleared via the Highways fault reporting system.

Clerk

#### 3. Public Rights of Way (PRoW) - footpaths and byways

The PRoW Countryside Officer's August report was received and noted. A copy is on the PC website.

#### 4. Parishioners' concerns and other matters: NONE

### 18.125 Meads field and buildings

1. **Pavilion: Shower room ceiling:** In hand
2. **Notice Boards refurbishment:** Cllr Glogner reported that he has made good progress in cleaning and treating the wood. He noted that in some cases there needs to be more attention given otherwise water will begin to ingress, which will eventually lead to expensive repairs or

RW

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	replacement. He said he will undertake a maintenance programme every 6 months and report back on further issue. Cllr Glogner was given a vote of thanks for his work.	KG
<b>3.</b>	<b>New gate and security arrangements.</b> In hand with Cllr White and the Clerk. The use of the CCTV camera is to be discussed further,	RW/Clerk /ALL
<b>4.</b>	<b>Bench refurbishment:</b> Cllr Glogner has hazard-taped the damaged benches on the Meads but said they really need replacing and provided an example of a replacement. It was agreed that KG obtain more examples and costings that could be discussed at the November meeting.	KG
<b>5.</b>	<b>Meads tree management:</b> The quote from arborist Tim Fuller was received. It was agreed to ask him what are the safety priorities and to arrange for that work to be done as a first.	Clerk
<b>6.</b>	<b>Marquee storage:</b> Cllr Kilby said he would check whether it is possible for the marquee to be stored at Mutfords. To be considered in conjunction with arrangements for 11 <sup>th</sup> November event (agenda item 18.126)	JK
<b>7.</b>	<b>Meads pavilion and hire charges:</b> The following increases were agreed: <ul style="list-style-type: none"><li>• One-off cricket match for parishioner: £80</li><li>• Parishioner family event 24<sup>th</sup> November: £25</li><li>• Hire of the pavilion once every two weeks for band practice: £40 per two sessions.</li><li>• Cricket club matches 2019: It was <b>RESOLVED to invite Angus Batey of HHCC to address the October meeting, following which hire charges and othe matters would be considered for 2019.</b></li></ul>	Clerk  Clerk
	It was agreed that in order to repair some of the cracks, holes and other damage to the field caused by the hot, dry summer, Cllr Kiby would talk to Poultons with a view to getting 2 tonnes of good topsoil.	JK
	It was agreed that the Clerk purchase fire extinguishers for the pavilion and that new “no smoking or vaping” notices be put up.	Clerk
<b>18.126</b>	<b>Battle’s Over event, 11th November</b> The marquee to be set up and to then be stored at Mutfords if possible. It was agreed to start the event at 6pm. Soup and refreshments etc are being organised. It was agreed to book the entertainer who sang at the Royal Wedding event in May (charged £50). A bugler has been organised to play the Last Post at 6.55pm. Lighting may need to be considered. A large advert to go in the Newsletter emphasising that this is a community event to which everyone will be very welcome to attend. (The Meads location is unsuitable on this occasion because it has to be at a high point as it is part of the National Beacon Tribute). Although not on Parish Council land, the Clerk gave an assurance that it will be covered by the Council’s insurer. A TEN will be applied for, as will a grant from EHC. A TEN online application will automatically generate a notification to the emergency services. A British Legion (or similar charity) donation box will be considered. It was noted that a parishioner objected that the location could discourage some from attending; however, the Parish Council unanimously refuted that and endorsed the event.  Reverend James Sawyer outlined the plans for the parish Remembrance Day Service that would commence at 10.50am that morning, together with other events to commemorate this centenary. It was questioned whether the police should be advised and whether traffic could be halted for few minutes at the War Memorial just before 10.50am.	JK  JD/Clerk  Clerk Clerk
<b>18.127</b>	<b>Great Hornead Conservation Appraisal.</b> The published report was received.	
<b>18.128</b>	<b>Late items and items for future agendas</b> <b>1.</b> Late items: None <b>2.</b> Items for future agendas: <ul style="list-style-type: none"><li>• Request by Angus Batey of HH Cricket Club to address the October meeting</li><li>• Good Neighbours Scheme donation request</li><li>• New play area equipment/zip wire</li><li>• To review Meads maintenance contract (October/November PC meeting)</li><li>• Pavilion Fire Risk Assessment</li></ul>	ALL  TM/Clerk Clerk/ALL RW/Clerk
	<b>Suspension of meeting for public comments</b> At 9.40pm it was <b>RESOLVED to suspend the meeting for public comments</b>	
	Questions were asked about the Catholic House and Chapel that the Diocese is reportedly going to	

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put up for sale, possibly for development. The Council was unable to offer any further information or advice on the matter.

The Chairman called the meeting to order at 9.43pm

**18.129 Dates of next Parish Council Meeting:** Thursday 18th October at 8pm in the Meads Pavilion.

**Clerk/JD**

The Chairman thanked everyone for attending and closed the meeting at 9.44pm

Signed..... Dated.....

DRAFT