

# Hormead Parish Council

Members are hereby summoned to attend the **Hormead Parish Council Meeting** on **Thursday 21 September 2017** at **8pm** in the **Meads Pavilion** to transact the following business

*Public and press are welcome to attend, although under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, they may be excluded for the discussion of confidential business. Please note that Public participation is not permitted, except during the time designated for public comments.*



Signed: Colin Marks, Proper Officer and Clerk to Hormead Parish Council

Date: 15 September 2017

## AGENDA

In accordance with The Openness of Local Government Bodies Regulations 2014, SI 2095, only non-confidential business (press and public present) may be filmed, recorded, photographed, broadcast, or reported via social media by any person. Recording and reporting the Council's meetings is subject to the law, including the Human Rights Act, the Data Protection Act, and the laws of libel and defamation, and it is the responsibility of those doing so to comply.

### 17.104 Apologies for absence

1. Councillors (stating reason, which may be voted on as being accepted)
2. Other apologies

### 17.105 Declarations of Interest and dispensations

1. (i) To receive declarations of interest from councillors on items on the agenda (*including non-pecuniary, with the nature of the interest. Members should give due regard to the Disclosable Councillor Conflicting Interests notice at the end of this agenda*).  
(ii) To note Cllr Matthew Reeves-Hairs interest as Chairman of the Village Hall Management Committee.
2. (i) To note the dispensation granted to Cllr Teresa Marks to speak and vote on Council finance business in which she has a pecuniary interest as the wife of the Clerk; and  
(ii) to receive members' written requests for dispensations for declarable interests (if any); and
3. To discuss and vote on any requests for dispensation as appropriate.

### 17.106 To approve and sign Minutes of the Parish Council Meeting, 20 July 2017

### 17.107 Police Report: To receive crime report for July/August

### 17.108 Chairman's Announcements

### 17.109 Planning

#### 1. New Planning Applications

|   |   |                          |
|---|---|--------------------------|
| <b>3/17/1942/HH</b>                         | <b>17 Fayland Cottages, Hare Street:</b> First floor rear extension and insertion of first floor window on flank elevation.   | Comments by 25 September |
| <b>3/17/1862/OUT</b>                        | <b>Hare Street Garage:</b> Outline planning permission: Demolish all existing structures; change of use of the site from mixed use of residential and commercial to wholly residential. Erect four dwellings: a terrace of 3 no. 3-bed properties and 1 no. detached 4-bed property (net gain of three dwellings). Provision for parking and creation of a single point of access onto the B1368. | Comments ext to 22 Sept  |
| <b>3/17/1698/HH</b><br><b>3/17/1699/LBC</b> | <b>The Shambles, Conduit Lane:</b> Single storey rear extension and cladding walls with weatherboarding to existing rear extension.   | Comments ext to 22 Sept  |
| <b>3/17/1614/FUL</b>                        | <b>Land adj to Gelders, Conduit Lane:</b> Demolition of group of former pig farm buildings. Construction of two detached dwellings.   | Comments ext to 22 Sept  |

#### 2. Decision Notices

|                      |  |                |
|----------------------|--|----------------|
| <b>3/17/1690/FUL</b> | <b>Layston House and land to rear:</b> Demolition of buildings and change of use from coach works to 4 no. 2-bed dwellings, 2 no. 3-bed dwellings, and 3 no. 4-bed dwellings | <b>GRANTED</b> |
|----------------------|--|----------------|

|  |   |  |
|--|---|--|
| <b>3/17/1346/FUL</b><br><b>3/17/1347/LBC</b> | <b>Little Meadow, Conduit Lane:</b> Alterations to access, wall alterations, access gates, new vehicular access at Anderson's Lane  | <b>GRANTED</b>                                 |
| <b>3/17/1121/FUL</b>                         | <b>The Glebe Barn, Lt Hormead:</b> Change of use of land, new access – RETROSPECTIVE  | <b>REFUSE:</b> GBC3 ENV1 & 7 GBR2, HOU12, DES3 |
| <b>3/17/1231/OUT</b>                         | <b>Land adj to Elm Cottage, Hare Street:</b> Construction of 3 detached dwellings with garages and provision of site access road  | <b>GRANTED</b>                                 |
| <b>3/17/1029/LBC</b>                         | <b>Hormead Cottage, Gt Hormead:</b> Removal of fire damaged structure, linings and unstable parts of listed property following extensive fire damage. And associated works. | <b>WITHDRAWN</b>                               |
| <b>3/14/1624/CL</b>                          | <b>Hillcrest, Hare Street:</b> <i>Certificate of lawfulness for use as dwelling house.</i>  | Decision awaited                               |

- 3. Other planning matters:** To consider any late planning applications and other matters
- Gt Hormead Conservation Area Appraisal:** To note & consider commenting (timetable unknown)

**17.110 Finance**

- Report on the Council's finances (Accounts Appendix A). (*Summary in Minutes on website*)
- To receive and note performance to date against budget
- To authorise signing of orders for payment. (Appendices B1 and B2)
- To receive, approve and accept the certified Annual Return for 2016/17
  - To note the Issues Arising Report and the Auditor's recommendation.
  - To note the Notice of Conclusion of Audit and Section 3 (Certified Annual Return) have been publicly posted as required by the regulations

**17.111 Correspondence:** To receive correspondence list (*below, for information unless indicated*)

**17.112 Special Interest Matters:** To receive reports for:

- Village Hall
- Highways:
- Rights of Way (i) Update for from Parish PROW Officer
- Parishioners' concerns and other matters to report
  - To note Oil-Club Heating oil club information
  - To note Affinity Water resources update

**17.113 Meads fields and buildings**

- Pavilion
- Shower room ceiling: Update
- Flood incident in pavilion: remedial action update
- Play area: RPII report new equipment update

**17.114 General Data Protection Regulations (GDPR), May 2018**

To note the summary of main provisions for future consideration of necessary action

**17.115 For future agendas:**

- To note items received too late for inclusion on this agenda
- To receive any other items for future agendas
  - To consider new pavilion fire extinguishers and Fire RA
  - Pavilion RA
  - New play area equipment/zip wire

**To consider suspending the Meeting for Public Comments:**

Limited to 15 minutes and one question only per person. Persons not conducting themselves in a civil manner may be asked to leave the room

**Meeting to be resumed**

**17.116 Date and time of next Parish Council Meeting**

Thursday 19<sup>th</sup> October, 8pm, Pavilion

**Correspondence list for Agenda item 17.111: (for information only except where referred to an agenda item)**

Affinity Water: Water resources update (17.114.4.2)

EHDC: Great Hormead Conservation Area appraisal (17.109.3.1)

EHDC: East Herts Annual Parish & Urban Conference, 12 October, Wodson Park

Active Places Data: Sport England site validation and update (phone call)

Oil-Club: Heating oil club information (17.112.4.1)

## **DISCLOSABLE COUNCILLOR CONFLICTING INTERESTS**

### **Hormead Parish Council**

1. A Member, present at a meeting of the Parish Council, or any committee, or sub-committee of the Parish Council, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:
  - must not participate in any discussion of the matter at the meeting;
  - must not participate in any vote taken on the matter at the meeting;
  - must disclose the nature of the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
  - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
  - must leave the room while any discussion or voting takes place.
  
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
  
3. The Local Authority may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI.
  
4. It is a criminal offence to:
  - fail to disclose a Disclosable Pecuniary Interest at a meeting if it is not on the register;
  - fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
  - participate in any discussion or vote on a matter in which a Member has a DPI;
  - knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a DPI or in disclosing such interest to a meeting.

*(Note: The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale and disqualification from being a councillor for up to 5 years)*