

# Hormead Parish Council

Members are hereby summoned to attend the **Hormead Parish Council Meeting**  
on **Thursday 20 July 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: 14 July 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.

### 17.091 Apologies for absence

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

### 17.092 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.

### 17.093 To approve and sign Minutes of the Parish Council Meeting, 15 June 2017

### 17.094 Police Report: To receive crime report for May

### 17.095 Chairman's Announcements

### 17.096 Planning

#### 1. New Planning Applications

3/17/1346/FUL 3/17/1347/LBC	Little Meadow, Conduit Lane: Alterations to access, wall alterations, access gates, new vehicular access at Anderson's Lane	Comments by 26 July
3/17/1121/FUL	The Glebe Barn, Lt Hormead: Change of use of land, new access – RETROSPECTIVE	Comments by 26 July

#### 2. Decision Notices

3/17/1231/OUT	Land adj to Elm Cottage, Hare Street: Construction of 3 detached dwellings with garages and provision of site access road	Decision awaited
3/17/1029/LBC	Hormead Cottage, Gt Hormead: Removal of fire damaged structure, linings and unstable parts of listed property following extensive fire damage. And associated works.	Decision awaited
3/17/0870/HH	Bradbury Farm, Hare Street: Erection of annexe building	<b>REFUSED</b> GBC3, ENV5
3/17/0694/HH	Meadowlands, Lt Hormead: Rear extension and loft conversion with raised roof for 1st floor accommodation	<b>GRANTED</b>
3/14/1624/CL	Hillcrest, Hare Street: Certificate of lawfulness for use as dwelling house.	Decision awaited

- 3. Other planning matters:** To consider any late planning applications and other matters
- 1. Layston Farm/Heatherdown:** to note proposed application comments by Pelham Structures

**17.097 Finance**

1. Report on the Council's finances (Accounts Appendix A). *(Summary in Minutes on website)*
2. To authorise signing of orders for payment. (Appendices B1 and B2)
3. To note amendment to ARA Box 8 to agree with cashbook balance as required by BDO
4. To note Transparency Fund grant payment for 2017/18

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

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

1. Village Hall
2. Highways:
  1. Unsheeted Quarry lorries (parishioner latest concerns)
  2. To note TRO notice 10592 (Item 14) closure of The Street: 18 month period beginning 1 August
3. Rights of Way **(i)** No update for June provided by Parish PROW Officer  
**(ii)** Glebe Barn FP18 obstruction: update – see 17.096.1 planning above  
**(iii)** FP13 (i) reinstatement and (ii) dangerous steps with hang no handrail: update
4. Parishioners' concerns and other matters to report
  1. Concern. Helicopter landing nuisance
  2. Other. Hundred Parishes Guidebook - Hormead entry: to agree wording amendment.

**17.100 Meads fields and buildings**

1. Pavilion: PAT testing update
2. Shower room ceiling: Update
3. Flood incident in pavilion: (i) Report on clean-up. (ii) To consider remedial action (a Zurich condition)
4. Play area: new equipment update
5. To consider and sign new Air Ambulance clothing bank supplier agreement
6. To note the church's Harvest Festival on the Meads, 17<sup>th</sup> September
7. To note 1st Aiders first aid services for events

**17.101 Consultation Invitations: To consider responding**

1. Fire & Police change of governance consultation: Deadline 14<sup>th</sup> August.
2. East & North Herts NHS Clinical Commissioning Groups: Deadline 14<sup>th</sup> September
3. To note forthcoming Stansted Airport community consultation

**17.102 For future agendas:**

1. To note items received too late for inclusion on this agenda
2. To receive any other items for future agendas
  - To consider new pavilion fire extinguishers
  - As yet undisclosed and onerous changes to DPA regulations, 2018

***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***

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

Thursday 21<sup>st</sup> September, 8pm, Pavilion

**Correspondence list for Agenda item 17.084: (for information only except where referred to an agenda item)**

Stansted Airport: Notification of forthcoming Community Consultation

HAPTC/Police & Crime Commissioner: Fire & Police change of governance consultation (17.101.1)

Zurich, Rentokil and HHCC: Pavilion flood insurance, clean-up and ramifications (17.100.3)

1st Aiders: First Aid service for events (17.100.7)

Parishioner: More complaints and photos of un-sheeted Anstey Quarry lorries (17.099.2.1)

HCC: TRO temporary closure of The Street within the 18 months from 1<sup>st</sup> August (17.099.2.2)

Herts Air Ambulance: New clothing bin supplier and agreement (17.100.5)

B Bampton, Pelham Structures: re Layston Farm/Heatherdown comments (17.096.3)

Ken McDonald: Hundred Parishes guidebook draft entry (17.099.4.2)

## **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)*