

Hormead Parish Council

Members are hereby summoned to attend the **Hormead Parish Council Meeting** on **Thursday 18th January 2018 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: 12 January 2018

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.

18.001 Apologies for absence

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

18.002 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.

18.003 To approve and sign Minutes of the Parish Council Meeting, 16th November 2017

18.004 Police Report: To receive crime report

18.005 Chairman's Announcements

18.006 Planning

1. New Planning Applications

3/17/2928/AGPN	Great Hormead Hall: Erection of steel portal frame building with profile sheet steel roof	Extended to 19 January
3/17/2701/FUL	Land adj to Gelders, Conduit Lane: Demolition of a group of former pig farm buildings and construction of a new detached dwelling.	Extended to 19 January
3/17/2496/FUL	Stonebury Farm. Change of use from a B8 use (storage and distribution) to a B2 (general industrial) use.	Extended to 19 January
3/17/2497/FUL	Stonebury Farm. Change of use from agricultural land and building to open storage of timber and logs and conversion to woodchip/biomass with storage	Extended to 19 January
3/17/2498/FUL	Stonebury Farm. The change of use from agricultural land for the sitting of five mobile homes for seasonal workers and creation of bund.	Extended to 19 January
3/17/2499/FUL	Stonebury Farm. Change of use of agricultural land for use as non-commercial clay pigeon shooting and the creation of a 2.6 metre high bund.	Extended to 19 January

3/17/2748/HH 3/17/2749/LBC	Little Meadow, Conduit Lane. Convert Grade II listed barn into ancillary residential accommodation. Demolition of part of structure and internal alterations for the creation of first floor accommodation. Insertion of ground floor window and door openings. Insertion of first floor window openings. Insertion of roof lights. Re-positioning of the oil tank at rear of barn.	Extended to 19 January
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2. Decision Notices

3/17/2754/REM	Land between Well House and Rosemary Cottage. Approval of reserved matters following outline approval of 3/17/0028/OUT	Decision awaited
3/17/2602/HH 3/17/2603/LBC	The Thatched Cottage, Conduit Lane: Single storey rear extension to rear; alterations to roof of existing rear elevation and insertion of new doors and windows	REFUSED
3/17/2446/REM	Land Adj to Elm Cottage, Hare Street: Approval of Reserved Matters following outline approval 3/17/1231/OUT in respect of access, appearance, landscaping, layout and scale for 3 dwellings	GRANTED
3/17/2168/FUL	Layston Farm, Hare Street: Replacement dwelling	GRANTED
3/17/1862/OUT	Hare Street Garage: 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.	GRANTED
3/14/1624/CL	Hillcrest, Hare Street: <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

1. Gt Hormead Conservation Area Appraisal: Public meeting probably February, details TBC

18.007 Finance

1. Report on the Council's finances (Accounts Appendix A). *(Summary in Minutes on website)*
2. A non-signatory member to sign the accounts sheet and bank statement reconciliation
3. To receive and note performance to date against budget
4. To consider a budget and to agree and sign the precept form
5. To authorise signing of orders for payment. (Appendix B)
6. To note Audit arrangements for 2017/18 Accounts *(Annual Governance and Accountability Return)*

18.008 General Data Protection Regulations (GDPR), May 2018

Update and to consider appointing a Data Protection Officer

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

18.010 Special Interest Matters: To receive reports for:

1. Village Hall

2. Highways.

1. to consider parishioners' response re speed awareness stickers for wheelie bins
2. Further report of street lamp out at War Memorial
3. To consider supporting the imposition of a weight restriction on the B1368
4. To consider response to Traffic Commissioner re extension application to Anstey Quarry Licence

3. Rights of Way.

1. Update from Parish PROW Officer
2. FP13 reinstatement raised by parishioner
3. To note Modification Order 2017 (Horme ad FP35): B1368 SW towards Stonebury to Bridleway 23

4. Parishioners' concerns and other matters to report

1. Allotments: concerns update
2. To note Buntingford Community Bus Service: Commenced 4th December

18.011 Meads fields and buildings

1. Pavilion: Shower room ceiling: Update
2. Pavilion: Flood incident resolution: Update
3. To note any other matters: Cycle tour pavilion hire 18th March

18.012 Consultation

To receive Draft Minerals Local Plan Consultation information and consider response. Closes 9 February.

18.013 For future agendas:

1. To note items received too late for inclusion on this agenda
2. To receive other items for future agendas
 - To consider new pavilion fire extinguishers and Fire RA
 - Pavilion RA
 - New play area equipment/zip wire
 - Hundred Parishes Society: request to address a Council meeting

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

18.014 Date and time of next Parish Council Meeting

Thursday 15th February, 8pm in the Meads Pavilion

Correspondence list for Agenda item 18.008: (for information only except where referred to an agenda item)

Allotment holders: Information and photos of allotments (18.010.4.1)

HCC: Consultation on Draft Minerals Local Plan, with DVD (18.012) circulated to councillors

HCC: Re Modification Order Hormead FP35 (18.010.3.3)

Parishioners: request for wheelie bin speed aware stickers (18.010.2)

PROW Officer: November update (18.010.3)

BTC: Forwarded report by parishioners of street lamp out at War Memorial (18.010.2.2)

SportiveUK: Request to hire pavilion, Sunday 18th March (18.011.3)

Cllr J Jones: Community bus service flyers (18.010.4.2)

SAAA: Audit arrangements for 2017/18 and following (18.007.6)

Parishioner: Re non-reinstatement of FP13 (18.010.3)

Barkway Parish Council: Re request to support B1368 weight restriction (18.010.2.3)

Hundred Parishes Society: Request to address a Hormead Parish Council meeting (18.013)

Cllr J Jones/Anstey Parish Council: Re extension to Anstey Quarry Licence (18.10.2.4)

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)