

# HORMEAD PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Thursday 10 November 2011 in Hormead Village Hall at 8pm

**PRESENT:** Cllr Robert Denham (RED), Chairman; Cllr David Ginn (DEG), Vice-Chairman; Cllr Geoff Abbey (GA); Cllr John Kilby (JK), Cllr Brian Stone (BS); Cllr Elizabeth Collery (EC)

Clerk: Colin Marks

PCSO Amanda Higham

### ACTION

#### 11.245 Apologies for absence

- 1. Councillors:** Cllr E Harding (work)
- 2. Other Councillor absences:** None
- 3. Others:** District Cllr Rose Cheswright; Reverend Carol Kimberley; Chrissie Withers

#### 11.246 Declarations of Interest

Cllr Ginn and Cllr Kilby each declared a personal interest in respect of Hormead Village Hall. Cllr Denham declared a personal interest in the Village School, being a governor. Cllr Collery declared personal interests in the Village Hall (joining the committee), the School, and possibly police matters in respect of her employer, the CPS.

#### 11.247 Minutes of Parish Council Meeting 13 October 2011

Amendments were made as follows:

**11.230.1** Planning: 3/11/1430/FP: amend *No Objection* to *No Comment*

**11.231.1** Finance: Cllr Ginn pointed out that Cllr Kilby's comment regarding the Clerk's expenses was not minuted and asked that the following be inserted: "The Clerk was accused of fraud by Cllr Kilby with regard to his expenses on Parish Council business." The context of the comment was that the Clerk had explained that his timesheet, sent out with the Agenda on 8 October, had contained a mistake. This was noticed by Cllr Kilby and pointed out in an email to the Chairman on 10 October. The Chairman discussed it with the Clerk and replied to Cllr Kilby the following day. The Clerk amended and re-issued the timesheet for the meeting on 13 October. A discussion on the amendment followed; neither the Clerk nor the Chairman had heard the remark, but following a show of hands it was agreed that it had been said and should be inserted between the 3<sup>rd</sup> and 4<sup>th</sup> sentences of the paragraph.

**11.230.3** SLAA Report: Cllrs Stone said he thought the area of land identified as the Village Hall site in the Clerk's report was in fact the adjacent site of the farm barn referred to a Call for Sites map. The Clerk was adamant that the map produced at the SLAA meeting also referred to the Village Hall site. He was asked to provide a copy of the map for councillors to inspect.

It was proposed the Minutes be accepted as amended; Cllr Ginn requested a recorded vote.

Clerk

**RESOLVED: By 4 votes to 2 that the Minutes of 13 October 2011, as amended, be agreed and accepted as a true and accurate record of the meeting.**

Agreed: Cllr Abbey, Cllr Collery, Cllr Kilby, Cllr Stone.

Opposed: Cllr Denham, Cllr Ginn

The Chairman proposed, and it was agreed, to bring 11.249, the PCSO's report, forward to allow her to leave immediately afterwards.

**11.249 PCSO Report**

PCSO Higham reported that for the period 11 October to 13 November no crimes were recorded in Great Horstead. In surrounding villages 7 were reported, of which 2 were theft, 2 were plant theft, and 2 were burglaries. The area is quiet. Speed enforcement continues on the B1368, a locality objective. A beat surgery will be held in Great Horstead on 27 November, from 10am to 10.45am. The Clerk will post notices on the Parish notice boards.

**Clerk**

PCSO Higham was thanked for her report, and she left the meeting.

Adjournment for public comments

No members of the public or press were present, so there was no adjournment for discussion

**11.248 Chairman's Announcements**

The Chairman gave an update of the re-registering of the Village Hall land to the Parish Council. There followed some discussion as to why it was necessary to re-register. Since this item was not on the Agenda, it was agreed to call an Extraordinary Meeting on Wednesday 16 November at the Meads Pavilion to discuss fully, and to attempt to resolve communication issues between the VHMC and the Parish Council. It was suggested that legal advice should be sought with regard to the registration position. *Clerk's note: the Extraordinary Meeting date was subsequently changed to Thursday 17 November.*

The Chairman also commented on the legal requirement to declare prejudicial interests and the need to have an open mind for the opinions of others in discussions and decisions on Council business.

**11.250 Internal Administration**

1. Standing Orders.

The Chairman reported that no further progress had been made.

**RED**

2. Communications.

The Chairman requested again that Councillors not change subject within email threads, but raise a new topic with an unambiguous subject title.

**ALL**

**11.251 Planning**

**1. Planning Applications**

**3/11/1786/FP Hare Street Pumping Station, Worsted Lane**

*Replacement borehole and UV kiosk and control kiosk*

It was agreed that although no objections should be raised regarding the work, a comment be made requesting that fencing sympathetic to the rural surroundings be used.

**Comment**

**Clerk**

**3/11/1840/FP Great Hornead Bury**  
*Entrance gates, side walls, boundary fence and hedge.* **No Objection** **Clerk**

**2. Decision Notices**

**3/11/1387/FP Hornead Village Hall**  
*Extension to brick built building, and new building to rear*  
**PERMISSION GRANTED SUBJECT TO CONDITIONS**

**3. Other Planning matters**

**SLAA Update:** The Clerk reported that correspondence between EHAPTC and EHC continues, with Nigel Cox pressing EHC on the issues previously raised. It was suggested that the 4 parcels of Hornead land included in the SLAA report for potential development be identified in the Newsletter.

**RED  
Clerk**

**Nuthampstead Shooting Range:** *construction of new bund.*

It was agreed that the Clerk write to HCC to express grave concerns over the volume of HGV traffic through Hare Street that will be generated by the construction. It was also acknowledged that letters of concern from parishioners would carry as much weight as the Parish Council's letter. Therefore the Clerk was asked to provide a template letter that could be taken door-to-door in Hare Street to gather signatures. The letter to be taken by the Clerk to HCC offices to meet the 12 November deadline.

**Clerk**

**Clerk  
JK  
RED**

**11.252 FINANCE**

**1.** The report of the Council's finances for the period 30 September to 28 October 2011 were received (Appendix A).

Finance Summary:

Opening available balance 30/09/11:	£ 8,920.14
Plus income to 28/10/11:	7,800.00
Less expenditure to 28/10/11:	<u>3,633.07</u>
Available to Council:	<u>13,087.07</u>

(Reconciled to bank statement 311):

**RESOLVED: That the Accounts Statement be accepted.**

**2.** The list of orders for payment was presented and authorised to be signed; it was agreed to defer the signing of cheques to the end of the meeting (Appendices B1 and B2).

**RESOLVED: To approve the invoices presented for payment.**

**Clerk**

**3.** Public display of audit: The Clerk reported that no enquiries resulted from the public display of the approved audit. Hornead Hares had previously requested a copy in accordance with the agreement, and this had been provided to Secretary Eileen Worby.

**4.** Online bank statements: Ongoing, not yet resolved by the bank.

**Clerk**

**5.** Budget and Precept for 2012/13: The Chairman apologised for this not being completed, and discussion was deferred to the November meeting.

**RED**

**11.253 Correspondence**

The list of correspondence was received (Appendix C). Items arising:

1. 850 kg of salt in 25kg bags was being offered by EHC for use in the Parish. Cllr Abbey to ask M Wyld if he could offer a storage facility.

*(Clerk's note: this has subsequently been agreed and delivery arranged).*

**GA  
Clerk**

2. Councillors unanimously agreed to accept Simon Drinkwater's offer of training following the Standards Committee's findings regarding prejudicial interests. Clerk to arrange.

**Clerk**

3. Spar Enterprises: Still no answer regarding the £80 cheque for phone box paint. It was agreed to not devote much more time to this and treat it as a bad debt if necessary.

## **11.254 Special Interest Groups Reports**

### **1. Village Hall.**

(i) Appointment of Parish Council representative to the VHMC. Cllr Collery had made it known she was offering to stand because of her connection as a Village Hall user. Cllr Ginn also volunteered to stand and there was a vote. **RESOLVED: That Cllr Collery be appointed as the Parish Council representative on the VHMC.**

(ii) There were no reports concerning the Village Hall.

### **2. Highways.** Cllr Abbey:

(i) Footway along the B1368 was reportedly overgrown but after checking, no issues were found.

(ii) The missing Great Hormead sign: it is not known where this is.

(iii) Flooding of Worsted Lane by the river: this is on Herts Highways' jetting programme for some point in the future. Cllr Abbey will chase.

(iv) The position regarding maintenance of ditches was confirmed as normally being the responsibility of farmers.

**GA**

### **3. Footpaths and Byways.**

Cllr Kilby: Nothing to report. Cllr Denham reminded Cllr Kilby that it had been reported that one footpath sign needed re-aligning, and that two needed re-instating.

**4. Website.** Cllr Kilby: nothing to report. The Clerk said there had been no further progress by Style Cymru in updating their software to allow him access and control. To be chased.

**Clerk**

**5. School.** Chairman Cllr Denham reported that the fireworks display was a great success with an attendance of over 500. The next scheduled event is a Country Fair on 18 November.

**6. Meads.** Appointment of Meads Representative: Cllr Harding had volunteered to be a key holder and operate the "jam jar" system of the previous Clerk. Chairman Cllr Denham recognised that was a helpful offer but believed more was needed and therefore offered to be the Meads Representative and key holder. The Clerk would also remain as a key holder.

**RED  
Clerk**

It was agreed that the sign at the play area giving contact and emergency phone numbers needs to be reviewed and updated.

## **11.255 Play Area**

The Clerk had circulated quotations from 3 companies for repairs. It was agreed that he should produce a spreadsheet of the information for councillors' consideration. The grant is open until 10 February 2012 and it is believed this applies to repairs or new equipment.

**Clerk**

- 11.256 Hornead Hares Football Club**  
**1. Working Party:** The Chairman reported that had contacted Peter Worby and that the Hares are working towards a possible meeting date. He will continue to phone to keep communications open.  
**2. Meeting date for WP:** still to be agreed.

**RED**  
**W/Party**
  
- 11.257 Meads**  
**1. Queen Elizabeth II Fields Challenge:** The Chairman reported that this did not appear to offer any real benefit to the Parish and it was agreed to not pursue it any further.  
**2. Access gate:** The Clerk confirmed that the galvanised gate is not locked and that he has been unable to find out who has a key.
  
- 11.258 Insurance**  
**1. Insurance Review:** This is ongoing.  
**2. Meads locks:** It was agreed to consider routinely changing all the locks at the Meads, and to leave the Clerk and Chairman to arrange this.

**RED**  
**Clerk**  
**RED**
  
- 11.259 Keys and keyholders**  
**Update:** The list of keyholders to be discussed with HHFC at the forthcoming meeting.
  
- 11.260 Queen’s Diamond Jubilee recognition**  
**1. Working Party:** Not discussed.  
**2. Beacon:** Cllr Ginn had no updated information to report.

**DEG**
  
- 11.261 Councillor Training evening**  
Dates convenient for all have been difficult to arrange. The Clerk to pursue.

**Clerk**
  
- 11.262 Registration of Village Hall land**  
It was agreed to defer further discussion to the Extraordinary Meeting that is to be convened in one week’s time. See 11.248.
  
- 11.263 Items for future agendas**  
Community projects
  
- 11.264 Date of next meeting**  
**Extraordinary Meeting: Thursday 17 November, 7.30pm at the Meads**  
**Full Council: Thursday 8 December at 8pm in the Village Hall** (or 7.30pm if a significant number of planning applications have been received).  
  
The meeting closed at 10.10 pm.

**Clerk**

**Signed** ..... **Dated** .....