

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting Thursday 21 November 2013 at 8 pm in The Meads Pavilion

PRESENT: Cllr Dave Baseley – Vice-Chairman (DB), Cllr Robb Denham (RED), Cllr David Ginn (DEG), Cllr Elaine Harding (EH), Cllr John Kilby (JK)

3 members of the public.

In attendance: Colin Marks, Clerk to the Parish Council

In the absence of Chairman Cllr Jayne Denham, the meeting was chaired by Vice-Chairman Cllr Dave Baseley

- 13.196 Apologies for absence** **ACTION**
1. **Councillors:** Cllr Chairman Jayne Denham (work)
 2. **Others:** PCSO Amanda Higham
 3. **Other Councillor absences:** None
- 13.197 Declarations of Interest**
- Cllr Baseley as Chairman of the VHMC. . Cllr Kilby refused to disclose his known interest in the VHMC on the grounds of not being pecuniary.
- 13.198 To approve Minutes of the Parish Council Meeting 15 October 2013**
- It was proposed that the October Minutes, including the amendment to Minute 13.187.3 proposed by Cllr R Denham and circulated to members with the full Minutes, be accepted. Following a vote, it was **RESOLVED that the Minutes of the Parish Council Meeting on 15 October 2013 be accepted as a true and accurate record.** **Clerk/DB**
- Cllr Baseley abstained from the vote, having not been present at the October meeting. The Vice-Chairman signed the Minutes at the end of the meeting.
- 13.199 Casual Vacancy** **Clerk**
- The Clerk reported that no one had applied to be co-opted.
- 13.200 Police Report.**
- In PCSO Higham's absence, the Clerk read her report that in the weeks since the October meeting, no crimes were reported in the Parish. In the wider area, however, there has been an increase in vehicle thefts, particularly of 4x4s and especially Land Rovers. There has also been a steady increase in the theft of heating oil.
- The Clerk also said he had received a notice regarding the change of details of a Community Information Event being held in Buntingford on 27th November. These had been posted on the Parish notice boards.
- 13.201 Register of Interests:** **Clerk**
- The Clerk said that he had not received any further details from Cllrs Ginn or Kilby. Cllr Kilby said his DPI form stated all that was necessary and that Simon Drinkwater and Jeff Hughes had told him it was acceptable as published on the EHC website. The Clerk was asked to check whether the Monitoring Officer is satisfied with Cllr Kilby's DPI register. Cllr Ginn said that since Cllr Kilby has not provided all his information, he would therefore not submit an updated form either.
- 13.202 Chairman's Announcements:** None.
- 13.203 PLANNING**
- 1. Applications:**
- 3/13/1791/FP Great Hormead Hall, Hall Lane:** Change of use of agricultural building to B2 for processing and packing meat. **Clerk**
- In order to understand the details of the application, Council agreed to suspend Standing Orders to allow the applicant James Wyld, who was present, to explain. Upon resumption of the meeting, *The Council had NO OBJECTIONS*
- 3/13/1828/FP Ryecroft, Great Hormead:** *Erection of timber shed/summerhouse* **Clerk**
- The Council had NO OBJECTIONS*

2. Decision Notices

3/13/1495/FP Kenton House, Hare Street: Demolition of disused motor repair workshop; erection of dwelling & garages. *DECISION AWAITED*

3/13/0586/FP Stonebury Farm, Hare Street: *Change of use of agricultural land and buildings to open and covered storage – retrospective: DECISION AWAITED*

3/13/0984/FP & 0985/LB Gardeners Cottage, Hare Street: Erection of oak-framed orangery. *UNDER APPEAL*

3. Other Planning matters: None

13.204 FINANCE

1. The report of the Council's finances for 30 September to 29 October was received (Appendix A)

Finance Summary to 29 October:

	£
Opening available balance 30/9/13:	11,273.59
Plus income to 30/9/13:	160.00
Less expenditure to 30/9/13:	<u>2,905.86</u>
Balance available to Council 29/10/13	8,527.73
Unpresented cheques as at 29/10/13:	<u>75.00</u>
Bank balance reconciled with statement #350, 29/10/13	<u>8,602.73</u>

The Clerk advised that the projected income/expenditure for the fiscal year anticipates a balance of approximately £3,000, not allowing for any Neighbourhood Plan expenditure (see 13.204.3 below). He reminded the Council that this did not include an approximate £2,000 bank balance at the end of 2012/13. Following a brief discussion and vote it was unanimously **RESOLVED that the Accounts Statement be accepted.**

The Clerk pointed out that an accounts summary is published each month in the Minutes on the Parish Council website.

Clerk

2. The list of orders for payment was presented for authorisation to be signed (Appendices B1 and B2). It was unanimously **RESOLVED to approve all the invoices presented for payment.** It was agreed to defer the signing of cheques until after the meeting.

Clerk/RED
/DEG

3. Budget/precept 2014/15: Cllr R Denham explained that the Neighbourhood Plan funding would mainly be for the production and distribution of the questionnaires, the wording of which are currently being considered by the NP Forum for agreement in December. He anticipated the cost would not exceed £250. Cllr Baseley said he could probably arrange for the printing to be done at one tenth of the high street price and Cllr Kilby also offered to do some printing. RED to liaise with them once the questionnaires are finalised.

RED/DB/
JK

It was acknowledged that the budget and precept must be considered at the December Council meeting so that EHC can be advised in January of the PC's draft precept.

ALL/
Clerk

13.205 Correspondence

The list of correspondence was noted as it appeared on the agenda. The Clerk drew members' attention to items not covered elsewhere on the agenda:

1. Letters of thanks for grants donations had been received from Leapfrogs and Herts Air Ambulance.

2. An invitation had been received for Members to attend HCC's 2014/15 budget setting meeting in Stevenage on 27th November.

ALL

3. The Clerk explained the request by Mr D Wright of Wildacre for the Parish Council to investigate potential breaches of planning and environmental health regulations at a neighbouring property. These concerns are being handled and monitored by East Herts Planning and Environmental Services

Clerk

13.206 Special Interest Matters

1. Village Hall. Cllr Baseley reported the latest VHMC Minutes had been circulated. The VH has been fenced off and will be coming down in parts and shored up. There is an approximate 10% shortfall in funds when contingencies are included; alternative

DB

construction options are being considered to reduce the cost to around £300k and this is all in the hands of Eugene Duffy and Chris Rogers. There has been a request for information regarding the Hall's history, which is being dealt with. The date of the next VHMC meeting has not yet been set.

2. Highways. The Clerk said he had just been given the address and contact information for Mark Wyld; the on-line winter salt order will now be completed.

Clerk

It was agreed to check the salt levels in the three parish salt bins (bottom and top of Horseshoe Hill, and the junction of The Street and Worsted Lane) and HCC be asked to top them up if necessary.

DEG/
Clerk

Concerns were again expressed about the speed limit increasing from 30mph to 60mph on the B1038 between the River Quin and the School. The Clerk said he had raised the matter with HCC, but would pursue it again because of the safety risk posed.

Clerk

3. Footpaths and Byways. Cllr R Denham reported that HCC's Definitive Map Officer, Angela Simpkins, has confirmed that the Modification Order for FP34 cannot be delayed pending the consideration of a request for a permissive bridleway between Worsted Lane and Furneux Pelham.

4. Website. The Clerk reported that the website now contains a Neighbourhood Plan page that will be updated on an ongoing basis.

Clerk/
RED

5. Parishioners' concerns. These had been covered under Correspondence, Agenda item 13.205.3

Clerk

Cllr Ginn gave his apologies and left the meeting at 8.50pm

13.207 The Meads and Pavilion

1. The Meads generally, including advertising.

In order to progress a planning application, there was a discussion on various options and quotes for a permanent For Hire sign at the Meads. It was concluded that the most suitable and cost effective would be one of dibond aluminium composite with a wood-grain effect background and screen printed text. Example provided by Arien deSigns Ltd. It was also agreed it should be located in the gap in the hedge by the play area at no higher than hedge-height. Following a vote it was **RESOLVED the planning application should to specify a dibond aluminium composite sign with a wood-grain effect background and screen printed text, mounted on 76mm dia silver anodized aluminium posts positioned on PC land in the gap in the Meads boundary hedge.**

Clerk

There was also a discussion on the request by Stevenage & North Herts Cycle Club to hire the pavilion for a whole day in March as a staging post for a cycle event. The VHMC have previously charged £40, but it was felt a more realistic fee to accommodate 400 cyclists was £100. It was agreed the Clerk advise the Cycle Club accordingly.

Clerk

2. HHFC request to consider hiring the Meads.

It was agreed that before any request could be considered, the Council needed to know what level of usage HHFC were looking for. The Clerk was asked to write to HHFC to ascertain some details of what was wanted.

Clerk

3. Annual play area report: The Clerk said he was still awaiting the complete assessment of costs from Broadmead Leisure

Clerk

4. Small Capital Project Grant: Awaiting completion of work (see next agenda item).

Clerk

5. Car Park and disabled access quote. The Clerk reported that he had discussed the drainage options with the builder, Jason Willicombe, and it was felt a French Drain would be ineffective, especially in the winter when the water table is high. Following a vote it was **RESOLVED to proceed to resurface the car park with compressed type 1 without additional drainage and to install the disabled ramp as quoted.**

Clerk

6. River bank hedging. No action to be taken; the undergrowth is growing up naturally to create an obvious boundary to the river.

7. Feasibility study for new Meads pavilion: Cllr Ginn. Nothing to report.

DEG

- 13.208 **Risk Assessment:** Review ongoing RED/Clerk
- 13.209 **Asset register:** Review ongoing. RED/Clerk
- 13.210 **Neighbourhood Plan:** Cllr R Denham reported that Matthew Reeves-Hairs had been elected Chairman of the Neighbourhood Plan Forum at the public meeting on 11th November. The Forum and the Neighbourhood Plan Team will be progressing things over the coming weeks. RED/
Clerk
- 13.211 **Urgent matters not elsewhere on the agenda:** None
- 13.212 **Items for future agendas**
Other items for future consideration: No items were suggested

Adjournment for public comments

Following a vote at 9.20pm it was **RESOLVED that the meeting be suspended to allow public comments.**

James Wyld asked the Parish Council to ensure the hedges trimmed along the B1038 heading east out of Great Hormead are kept trimmed. The Clerk said he would take this up with Highways in the Spring when the hedge growth begins. Clerk

The Clerk said he had a report from Highways that the gulley clearance along the B1038 previously reported by James Wyld had been completed; James Wyld confirmed that it had not been done. Clerk to follow up. Clerk

The Parish Council Meeting resumed at 9.24pm.

- 13.213 **Date of next Parish Council meeting:**
Thursday 19 December 2013 at 8pm in the Meads Pavilion.

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.25 pm.

Signed **Dated**.....