

# HORMEAD PARISH COUNCIL

## Minutes of the Hormead Parish Council Meeting Thursday 19 December 2013 at 8 pm in The Meads Pavilion

**PRESENT:** Cllr Jayne Denham, Chairman (DB), Cllr Robb Denham (RED),  
Cllr John Kilby (JK)

5 members of the public.

In attendance: Colin Marks, Clerk to the Parish Council

- 13.217 Apologies for absence** **ACTION**
- 1. Councillors:** Cllr D Baseley (other commitments)
  - 2. Others:** CC Rose Cheswright, Rev Kate Peacock
  - 3. Other Councillor absences:** None
- Before the meeting progressed, the Chairman announced that she had received an email from Cllr David Ginn at 7.02pm tendering his resignation with immediate effect. She commented that because Cllr Ginn was one of two signatories to the bank account, the Council has been placed in a difficult position: the mandate authorisation for additional signatories to cheques has been delayed by the bank, For some months the Clerk has attempted to resolve the problem. Barclays had said that very day that the changes would take 10 days from the time they are registered on its mandate system; at present, necessary new documents have been in transit for a week in Barclays' internal mail between the Buntingford branch and Manchester but not yet arrived; nothing can be done to expedite further. The Clerk will contact creditors to apologise and explain that no bills can be paid until the new year. It was explained that at present, by law, parish councils can only make payments by cheques with two authorised signatures. **Clerk**
- 13.218 Declarations of Interest**
- Cllrs J Denham and R Denham said they had no interests to declare; Cllr Kilby did not say anything.
- 13.219 To approve Minutes of the Parish Council Meeting 21 November 2013**
- Following a vote, it was **RESOLVED that the Minutes of the Parish Council Meeting on 21 November 2013 be accepted as a true and accurate record.**
- The Chairman signed the Minutes at the end of the meeting. **Clerk/JD**
- 13.220 To approve Minutes of the Extraordinary Parish Council Meeting 12 December 2013**
- Following a vote, it was **RESOLVED that the Minutes of the Extraordinary Parish Council Meeting on 12 December 2013 be accepted as a true and accurate record.**
- The Chairman signed the Minutes at the end of the meeting. **Clerk/JD**
- 13.221 Casual Vacancy**
1. Due the resignation of Cllr Elaine Harding: The Clerk reported that no electors had requested EHDC for an election, therefore it was agreed the PC should invite eligible electors to apply to be co-opted. **Clerk**
  2. Existing vacancy: The Clerk reported that no one had applied to be co-opted. **Clerk**
- 13.222 Police Report.**
- The clerk said no report had been submitted for the meeting.
- 13.223 Register of Interests:**
- The Clerk said that the Monitoring Officer, Simon Drinkwater, had promised to look into whether Cllr Kilby's DPI register details were satisfactory as published on the EHC website, but despite prompting, he had not yet given a ruling. **Clerk**
- 13.224 Chairman's Announcements:** None.
- 13.225 PLANNING**
- 1. Applications:**  
No applications were received in time to appear on the agenda

## 2. Decision Notices

**3/13/1791/FP Great Hornead Hall, Hall Lane:** Change of use of agricultural building to B2 for processing and packing meat. *DECISION AWAITED*

**3/13/1828/FP Ryecroft, Great Hornead:** *Erection of timber shed/summerhouse*  
*PERMISSION GRANTED SUBJECT TO CONDITIONS*

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

**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:** One late planning application had been received:

**3/13/2128/FP Yew Tree Cottage, Little Hornead:** *New domestic biodisc sewage treatment plant.* After consideration, the Council decided to make *NO COMMENTS* **Clerk**

## **13.226 FINANCE**

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

Finance Summary to 30 November:	£
<b>Opening available balance 30/10/13:</b>	<b>8,527.73</b>
Plus income to 30/11/13:	0.00
Less expenditure to 30/11/13:	<u>1,112.51</u>
<b>Balance available to Council 30/11/13</b>	<b>7,415.22</b>
Unpresented cheques as at 30/11/13:	<u>0.00</u>
Bank balance reconciled with statement #352, 30/11/13	<u>7,415.22</u>

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, although payments could not be made until the new signatories were included on the mandate (*see comment at 13.217 above*). **Clerk/RED**  
**Clerk**

### **3. Budget/precept 2014/15:**

Cllr R Denham said that the date for the submission of a draft precept to EHDC was 24 January and the final deadline 28 February. He asked Councillors to consider what they wanted to see included in the precept for discussion at the January meeting. He suggested the current precept of £16,500 as a starting point. Cllr Kilby said he hoped the precept would not be increased. The Clerk reminded the Council that its reserves were presently well below the NALC recommended level. **ALL/ Clerk**

## **13.227 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:

- Stephen Ruff reported the wheelie bin had gone missing from Willow Close and had asked that parishioners be asked to not fly-post notices on the outside of the PC notice boards using staples: they are very difficult to remove and damage the wood. The Clerk said a polite request was being printed in the newsletter; Cllr R Denham commented that parishioners should not be discouraged from posting their notices. **Clerk**  
**Clerk**

## **13.228 Special Interest Matters**

1. **Village Hall.** Cllr Kilby said the grant application had been submitted; he was not sure how the shortfall would be covered. **DB**

	<b>2. Highways.</b>	
	<ul style="list-style-type: none"> <li>The HCC winter salt order has been completed; delivery to Mark Wyld</li> <li>The Clerk reported that speed issues raised with HCC and CC Rose Cheswright are ongoing.</li> </ul>	<b>Clerk</b>
	<b>3. Footpaths and Byways.</b>	
	<ul style="list-style-type: none"> <li>Cllr R Denham said that due to the winter weather, footpaths are now being churned up by horses; unfortunately nothing can be done to stop it.</li> <li>An invitation to apply for grant funding has been received from P3; however, the Council does not meet any of their criteria.</li> </ul>	<b>RED</b>
	<b>4. Website.</b> The Clerk reported that the website continues to be regularly updated, including VHMC minutes, and now includes an entry for The Hundred Parishes group.	<b>Clerk</b>
	<b>5. Parishioners' concerns.</b> Mrs Angie Rixon emailed the Chairman raising concerns about the poor condition of the footway to the Farm Shop and Tea Room, and the excessive speed of traffic through Hare Street. The Clerk had passed on comments to CC Rose Cheswright and will contact the police regarding speed concerns.	<b>Clerk</b>
<b>13.229</b>	<b>The Meads and Pavilion</b>	
	<b>1. <u>The Meads generally, including advertising.</u></b>	
	<ul style="list-style-type: none"> <li>The Clerk said no further progress has been made on the permanent hire sign planning application, although in preparation, he had taken some photographs.</li> <li>Stevenage &amp; N Herts Cycling Club had agreed to hire the pavilion for £100</li> </ul>	<b>Clerk</b>
	<b>2. <u>Annual play area report:</u></b> The Clerk said he was still awaiting the complete assessment of costs from Broadmead Leisure	<b>Clerk</b>
	<b>3 <u>Small Capital Project Grant:</u></b> Awaiting completion of car park/disabled ramp work, which has been started.	<b>Clerk</b>
<b>13.230</b>	<b>Risk Assessment:</b> Cllr R Denham said the review is ongoing. Notes are made of relevant items noticed when walking the Meads, fallen/dangerous trees etc. The River Quin has been very full during the recent rains and it may be necessary to contact the landowner of the opposite river bank to remove some of the fallen trees and branches that risk impeding the water flow. Even though the problem is worst downstream of the Meads, the danger of water backing up and flooding the pavilion is concerning. He and the Clerk would make an inspection in the New Year.	<b>RED/ Clerk</b>
<b>13.231</b>	<b>Asset register:</b> Cllr R Denham said this is progressing slowly and incorporating assets necessary for the Neighbourhood Plan. It includes footpaths, salt bins and benches in the parish. He was hopeful that it might be ready for the next PC meeting.	<b>RED</b>
<b>13.232</b>	<b>Neighbourhood Plan:</b>	
	Progress: Cllr R Denham reported that there had been two Neighbourhood Forum meetings in recent weeks. A generic questionnaire is being prepared for residents, and another for businesses, farmers, etc is being considered. RED emphasised the importance of residents' input for the acceptance and success of the Plan.	<b>RED</b>
	RED and Mathew Reeves-Hairs (MRH) had attended an HAPTC meeting to see what progress other parishes were making with questionnaires. It had to be borne in mind that although Hormead is part of the Buntingford Neighbourhood area, it is essential that the Hormead community's needs and wants are fully represented; Hormead's questionnaire should not be influenced by Buntingford, the town being demographically quite different.	
	EHDC's Plan is to be published sometime towards the end of February and will have to be complied with. However, it is now certain that all Category 3 villages (of which Hormead is one) will retain their category and not be included for consideration for large development. Therefore, areas other than development can be concentrated upon, eg the increased traffic volume from Buntingford that will be generated by Buntingford's new developments near the Hormead parish border. Rapid change is anticipated over the next five years.	
	RED will endeavour to keep everyone informed via the PC website and Newsletter, although he was aware that not everyone had internet access and therefore hoped the community would be patient regarding the circulation of news and information.	

Anyone wanting information should regard MRH as the first port of call - see the neighbourhood Plan page on the Parish Council website.

**13.233 Urgent matters not elsewhere on the agenda:** None

**13.234 Items for future agendas**

1. Following a vote it was **RESOLVED to remove from the list: 1) the Feasibility study for new Meads pavilion (Cllr Ginn), and 2) the HHFC request to hire Meads facilities until details are provided**
2. Other items for future consideration: No items were suggested

Clerk

**Adjournment for public comments**

Following a vote at 8.50pm it was **RESOLVED that the meeting be suspended to allow public comments.**

Two members of the public asked questions: One relating to one of the planning applications, and the other from a relatively new parishioner regarding the number of parish councillors and the PC in general.

***The Parish Council Meeting resumed at 8.55pm.***

**13.235 Date of next Parish Council meeting:**

Thursday 16 January 2014 at 8pm in the Meads Pavilion.

Clerk

There being no further business, the Chairman thanked everyone for attending and wished them a Merry Christmas, and closed the meeting at 8.56 pm.

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