

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting Tuesday 15 October 2013 at 8 pm in The Meads Pavilion

PRESENT: Cllr Jayne Denham - Chairman (JD); Cllr Robb Denham (RED);
Cllr Elaine Harding (EH); Cllr John Kilby (JK) (advised that he would have to leave the meeting at 9pm)

PC Sgt Duncan Wallace and 6 members of the public.

In attendance: Colin Marks, Clerk to the Parish Council

- 13.178 Apologies for absence** **ACTION**
1. **Councillors:** Cllr Dave Baseley (away); Cllr David Ginn (work)
 2. **Others:** None
 3. **Other Councillor absences:** None
- 13.179 Declarations of Interest**
Cllr Kilby as a member of the VHMC.
- 13.180 To approve Minutes of the Parish Council Meeting 19 September 2013**
Cllr Harding abstained from the vote, being absent from the September meeting; following a vote, it was **unanimously RESOLVED that the Minutes of the Parish Council Meeting on 19 September 2013 be accepted as a true and accurate record.** **Clerk/JD**
The Chairman signed the Minutes at the end of the meeting.
- 13.181 Casual Vacancy** **Clerk**
The Clerk reported that no one had applied to be co-opted.
- 13.182 Police Report.**
PC Sgt Duncan Wallace attended to give a police report. He said there had been changes to the Buntingford neighbourhood remit which was now classified East Herts Rural. This rural area comprises approximately one-third of the East Herts area and encompasses 46 parishes. The logistical task of manning this area with a depleted number of officers and an under-staffed contingent of PCSOs was extremely challenging. It also makes regular attendance at any of the parish council meetings very difficult.
- Concerning the crime spree on the night of 20/21 September, 11 incidents occurred; 9 involving Willow Close garages, 1 at the pumping station, and 1 linked to a car in Willow Close. Sgt Wallace emphasised that Hormead was not specifically targeted, but that similar incidents had been reported in Braughing the following weekend. On a wider scale, approximately 100 incidents involving garages occurred in North Herts and similar crimes sprees were reported in Essex, Cambridgeshire and Suffolk. He said that he would report back to the Parish Council any further information. In connection with this, an ANPR camera has been temporarily installed in Hare Street.
- On general rural issues, the theft of home heating oil remains a problem in the wider area. There has also been an increase in reports of night-time deer poaching.
- The Clerk commented that the only notification he had received about Willow Close garages was from a resident concerning what was thought to be an act of vandalism; he received no information about the crime spree. Cllr Robb Denham asked if there was a specific contact for the parish, to which Sgt Wallace replied PCSO Amanda Higham remained the principal contact, supported by PC Bob Hunt, although he stressed they were not dedicated to Hormead alone.
- Other non-criminal incidents were discussed and Sgt Wallace reminded the meeting that the Buntingford station is manned up until 11pm, after which time it is covered through Hertford. However, the call numbers remain the same: 101 for general matters and 999 for emergencies.
- The Chairman thanked Sgt Wallace for attending and for his detailed report; it was

hoped an Officer or PCSO would be able to attend meetings from time-to-time. Sgt Wallace left the meeting at 8.30pm.

Cllr Robb Denham proposed that Agenda item 13.192 be moved forward to this point in the meeting. This was seconded by the Chairman and it was **RESOLVED to bring agenda item 13.192 forward and to discuss the Neighbourhood Plan next.**

13.192 Neighbourhood Plan

Cllr Robb Denham said the draft Governance Document circulated to Councillors needed to be ratified at the meeting. He pointed out that it closely followed Buntingford's documents, the principal difference being that it referred specifically to Hormead as "local". He therefore proposed that it be approved by Council, seconded by the Chairman. Cllr Kilby reiterated his previous position that it was a pointless exercise and that he believed the PC should do nothing. The Chairman pointed out that the Council's responsibility was to follow the expressed wishes of parishioners and therefore was obligated to lead in the preparation of a Plan connected to Buntingford. Following a vote of 3:1 it was **RESOLVED that the draft Hormead Parish Local Neighbourhood Plan Governance and Terms of Reference be approved.** Cllr Kilby opposed the motion.

**RED/
Clerk/
HNPT**

13.183 Register of Interests: update

The Clerk said that he had not received any further details. Councillors expressed concern that Cllr Ginn had still not complied with the requirement to provide an updated register of his interests, as he had previously promised, and as is required. There was a discussion concerning this requirement. (*Clerk's note: Localism Act 2011 s29*)

**DEG
Clerk**

13.184 Chairman's Announcements: None.

13.185 PLANNING

1. Applications:

None

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. Other Planning matters:

3/13/0984/FP & 0985/LB Gardeners Cottage, Hare Street:

Erection of oak-framed orangery. *APPEAL lodged against refused permission; the Parish Council agreed to make a representation in support of the planning application*

Clerk

13.186 FINANCE

1. The report of the Council's finances for 30 August to 30 September were received (Appendices A)

| | |
|---|------------------|
| Finance Summary to 30 September: | £ |
| Opening available balance 30/8/13: | 5,756.89 |
| Plus income to 30/9/13: | 8,275.00 |
| Less expenditure to 30/9/13: | <u>2,758.30</u> |
| Balance available to Council 29/8/13 | 11,273.59 |
| Unpresented cheques as at 29/8/13: | <u>0.00</u> |
| Bank balance (reconciled with statement #348 of 30th September) | <u>5,756.89</u> |

Clerk

Following a brief discussion and vote it was unanimously **RESOLVED that the Accounts Statement be accepted.**

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

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/JD

13.187 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. The Clerk drew members' attention to EHDC's invitation to a Charitable Trust and Councillors training seminar in November (for councillors with VHMC connections) and to HCC's Dept of Transport local and rural Speed Limit Consultation, running from 27 September to 22 November. Cllr Harding said the end of speed restriction sign on the B1038 from Hare Street to Great Hormead was only a very short distance from the 30mph sign just before the school. She said this was very dangerous, encouraging drivers to drive at 60mph just before reaching the school. The Clerk said he would look into it to see what could be done.

ALL

Clerk

2. The EHAPTC Planning/SLAA meeting with EHC at Wallfields on 12 December; Cllr Robb Denham and the Clerk will be attending and it was suggested other members of the Neighbourhood Planning Team might also consider going along.

**RED/
Clerk/
HNPT**

3. An email had been received from HHFC explaining the situation regarding the portable toilet situated by the Hertfordshire Way and that had been overturned. The toilet was located with the landowner's permission and arrangements were in place to set it upright again. Cllr Robb Denham maintained it was totally inappropriate for the toilet to be positioned next to a well-used public footpath (the Hertfordshire Way) and that it ~~should be relocated back to its original position by the barn~~ is more appropriate for the toilet to be out of sight from parishioners, in the car park if it has to be anywhere.

Clerk

Amendment signed by Chairman of the meeting 21/11/13

Cllr Kilby asked whether there had been any further response from HHFC concerning the hire of the Meads. The Clerk confirmed that he had received no further communication to date.

4. Two residents had independently complained to the Parish Council about the sub-standard work in resurfacing the western footway on the B1368 between Worsted Lane and the B1038. The resident from the southern end of the village said no work had been carried out there at all. Both residents had also complained that the gullies were completely blocked and badly needed jetting. The Clerk confirmed he had raised complaints with Highways and with CC Rose Cheswright, who had organised for the footway work to be done.

Clerk

13.188 Special Interest Matters

1. Village Hall. In Cllr Baseley's absence, Cllr Kilby said he had nothing further to add to the comments made at the September meeting. The Chairman, Cllr Jayne Denham, commented that she was disappointed to read the comment in the 3rd October VHMC minutes which recorded that the VHMC Chairman, Dave Baseley, took exception with the Parish Council reporting it had not received earlier VHMC minutes. Cllr Jayne Denham said that she had not received the VHMC minutes because they had been sent to an incorrect email address and that the issue had been resolved between her and Dave Baseley by the end of September.

DB

2. Highways. The Clerk said he was awaiting the address and contact confirmation for Mark Wylde from Cllr Ginn so that the on-line salt order could be completed.

**DEG/
Clerk**

3. Footpaths and Byways. Further to the comments about the HHFC toilet next to the Hertfordshire Way, Cllr Robb Denham expressed ongoing concerns that the gates into the field by the River Quin pumping station, unrepaired since being smashed by a lorry last year, posed a potential threat for squatters entering the land. The responsible landowner is unknown to the Council.

**RED/
Clerk**

He further reported on the frequent and welcome updates from the Rights of Way Officer on the status of parish footpaths and the re-instatement programme.

4. Website. The Clerk had nothing to report, but mentioned that the Neighbourhood Plan may need either its own website or a dedicated page on the PC's website

**Clerk/
RED**

5. Parishioners' concerns. These had been covered in the Correspondence, Agenda item 13.187.4

Clerk

13.189 The Meads and Pavilion

1. The Meads generally.

1. Advertising the facilities for hire:

1. Permanent sign: update. The Clerk presented the planning application details required by EHC at a cost of £140. They will give no free advice. Cllr Kilby suggested waiting until HHFC responded to the Council's offer, because if they came back to the Meads, then advertising for users would be unnecessary. Cllr Harding disagreed, saying that the Meads should be available for all parishioners, not just focussed on HHFC, and that planning approval for a permanent "V" advertising sign should be made. The Clerk outlined the specific details required for the application and Cllrs Harding and Jayne Denham agreed to provide the information for the next meeting.

**JD/EH/
Clerk**

2. Cllr Harding then proposed that two vinyl banners to be made and hung on the pavilion as an immediate and cheap means of advertising the facility for now. Following a vote it was **RESOLVED to purchase two vinyl advertising banners.**

Clerk

Cllr Kilby apologised for being unable to stay and left the meeting at 9pm

2. Annual play area report: The Clerk said he was still awaiting the complete assessment of costs from Broadmead Leisure. He reminded the meeting that all issues identified were low risk.

Clerk

3. Location of new Fields in Trust plaque: It was noted that the new plaque had been affixed to the pavilion wall and a vote of thanks to Cllr Ginn for doing that was recorded.

DEG

4. Small Capital Project Grant: remaining work to be agreed (see next item).

Clerk

5. Car Park and disabled access quote. The Clerk reported that he was discussing the drainage options further with the builder, Jason Willicombe. It was hoped a viable solution would be available for agreement at the next meeting in order to get the work done as soon as possible.

Clerk

6. River bank hedging. The Clerk said he had nothing further to report in respect of sourcing and cost.

Clerk

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

DEG

13.190 Risk Assessment: Review ongoing

**RED/
Clerk**

13.191 Asset register: Cllr Robb Denham said he had started looking at the Parish assets as part of the Neighbourhood Plan requirement, although he noted that for the Plan, the assets definition was broadened to include amenities and services etc.

**RED/
Clerk**

13.192 Neighbourhood Plan: *Discussed above following agenda item 13.182.*

13.193 Urgent matters not elsewhere on the agenda: None

13.194 Items for future agendas

Other items for future consideration: No items were suggested

Adjournment for public comments

Following a vote at 9.10pm it was **RESOLVED that the meeting be suspended to allow public comments.**

James Wyld said that, further to comments made at 13.187 regarding blocked gullies in Hare Street, there was the need for gully clearance on the south-side of the B1038 by the footpath to Arney Wood, about half-a-mile beyond Conduit Lane towards Brent Pelham. He also noted, with thanks, the culverts that had been cleared of debris by HCC.

Clerk

Mr Wyld also raised an issue concerning the amendment of the Definitive Map to show Footpath 34 as a right of way. He said there could be an opportunity to secure a permissive bridleway between Worsted Lane and Furneux Pelham if the landowner agreed; that landowner being the same one affected by the FP34 amendment. He had raised this with the Definitive Map Officer of the Rights of Way Service, Angela Simpkins, but she had been dismissive and he asked if the Parish Council would support his request. After considerable discussion on the precise location and detail, it was agreed that Cllr Robb Denham and James Wyld would provide the Clerk with details for a letter of support and that the Clerk would write to Angela Simpkins.

**RED/JW/
Clerk**

Mrs Kay Jones asked for an explanation of what Fields in Trust actually was. The Clerk was able to explain that the future of the Meads had been safeguarded by being dedicated as a non-charitable trust for the community in commemoration of the celebration of the Queen's Diamond Jubilee in 2012.

The Parish Council Meeting resumed at 9.24pm.

13.195 Date of next Parish Council meeting:

Thursday 21 November 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. She invited everyone to stay for refreshments.

Signed **Dated**