

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting Thursday 18 April 2013 at 8pm in the Meads Pavilion

PRESENT: Chairman Cllr Robb Denham (RED); Cllr David Ginn (DEG);
Cllr Dave Baseley (DB); Cllr Jayne Denham (JD); Cllr John Kilby (JK)

Clerk: Colin Marks

3 members of the public.

- 13.061 Apologies for absence** **ACTION**
1. Councillors: Cllr E Harding (holiday)
2. Others: None
- 13.062 Declarations of Interest**
Cllr Baseley noted a DPI regarding the approval of payment of Base Developments invoice 1186 for £36, it being from his company; Cllr Kilby as a VHMC trustee and officer, noting he should not discuss Village Hall matters; Cllr Ginn on Village Hall matters; Cllr R Denham on school matters, being a school governor.
- 13.063 To approve Minutes of the Parish Council Meeting, 21 March 2013**
Following a vote (Cllr Kilby abstaining because he was absent from the meeting) it was **RESOLVED that the Minutes of 21 March 2013 be accepted as a true and accurate record.** **Clerk**
The Chairman signed the Minutes at the end of the meeting.
- 13.064 Casual Vacancy** **Clerk**
The Chairman reported that no one had yet applied to be co-opted.
- 13.065 PCSO Report.**
PCSO Higham reported via the Clerk that no crimes had been recorded in the Parish since the March meeting.
- 13.066 Register of Interests: update**
Cllr Baseley had submitted his revised register to the Clerk, who reported that it had been forwarded to the Monitoring Officer; Cllr Kilby said he had sent his directly to the Monitoring Officer; Cllr Ginn said he had not completed his form, but would do so the following week **DEG Clerk**
- 13.067 Chairman's Announcements:** None
- 13.068 PLANNING**
- 1. Applications:**
- 3/13/0456/FP Wildacre Log Yard, Wildacre Nursery:** *Erection of a 1.5 storey 3 bedroom dwelling* **Clerk**
On a vote of 4:1, SUPPORTED BY PARISH COUNCIL
- 3/13/0525/FP 1 & 2 Vine Cottages, Hare Street:** *Two storey rear extensions and storm porches* **Clerk**
SUPPORTED BY PARISH COUNCIL
- 2. Decision Notices**
- 3/13/0352/FP 2 Vine Cottages, Hare Street:** *Two storey rear extension and front storm porch* **APPLICATION WITHDRAWN**

3/13/0313/LB St Mary's Church, Little Hornead: *Foundation below nave floor to support exhibited Norman door* **DECISION AWAITED**

3/13/0415/FP Bridge House, Great Hornead: *First floor front extension residential annexe* **DECISION AWAITED**

3/13/0438/FP White Cottage, Horseshoe Lane: *Single and two storey rear extensions with open porch* **DECISION AWAITED**

3. Other Planning matters:

The Chairman reported that the consultation on The Planning Inspectorate's Modification Order to certain parish footpaths and bridleways had ended and that the decision was now awaited.

**RED/
Clerk**

13.069 FINANCE

The Clerk explained that the available balance presented to the Council at the March meeting contained an error, and that there was £595.66 more available than reported. The accounts now presented to the Council had been corrected.

1. The report of the Council's finances for 28 February to 30 March was received (Appendix A).

Finance Summary:	<u>£</u>
Opening available balance 28/2/13:	5,105.15
Plus income to 30/3/13:	0.00
Less expenditure to 30/3/13:	1,636.53
Less unrepresented cheques :	<u>0.00</u>
Available to Council:	<u>3,468.62</u>

(Reconciled with bank statement #338 of 28th March)

Clerk

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

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

**Clerk/
RED**

3. Draft Accounts for y/e 31 March 2013: The Chairman reported that the end of year accounts showed a balance of £2,263 and that the accounts summary would be circulated following the meeting. The Clerk reported that the external audit package had arrived and the deadlines set for the various procedures.

**Clerk/
RED**

13.070 Correspondence

The updated list of correspondence was circulated and there was a brief discussion on certain items not covered elsewhere on the agenda:

1. Cllr Jane Pitman had written upon her impending retirement to express thanks for supporting her over the years. It was agreed that the Clerk should write to her to reciprocate the thanks and wish her well in her retirement.

Clerk

13.071 Special Interest Matters

1. **Village Hall.** Cllr Baseley had nothing to report.

DB

2. Highways.

1. The Clerk reported that the B1368 closure from Worsted Lane to Puckeridge for maintenance would now happen for seven days in the second half of June, and that the B1038 from the Beehive and Horseshoe Lane would be similarly closed for seven between 6th May and 1st October.

Clerk

<p>2. The Clerk also said that no notification had been received regarding whether the repair work to the B1038 where it was caving into the Hormead Brook, just east of the Three Tuns, had been completed.</p>	<p>Clerk</p>
<p>3. Footpaths and Byways. The Chairman reported that the reinstatement of some footpaths and bridleways was ongoing and that the Clerk would be writing to the landowners.</p>	<p>RED/ Clerk</p>
<p>4. Website. The Clerk had nothing to report</p>	<p>Clerk</p>
<p>5. School. The Chairman reported that a consultation was being undertaken to consider whether to change the school's status from a Primary to a First School.</p>	<p>RED</p>
<p>6. Parishioners' concerns. The Chairman said he was awaiting a reply from HHFC regarding the reported dumping of rubbish in the car park now used by them. He reiterated that the car park is private land and the Parish Council cannot take any action except to forward parishioners' complaints when they are received. He noted that the bin reported to have been stolen had been found dumped in the river.</p>	<p>Clerk/ RED</p>
<p>Cllr Kilby said he had received a response from HHFC saying their supporters take their rubbish away them, which was disputed by other councillors. Also that in HHFC's view, spraying weedkiller wasn't a problem because it happened in every neighbouring field and there was no right of way; they also confirmed that the old goal posts left at the Meads did not belong to them.</p>	
<p>Cllr Baseley observed that the majority of people using the car park were not locals and suggested one solution would be to monitor the state of the car park after each game, and probably following football practice too.</p>	
<p>Cllr Jayne Denham said she felt it was threatening for HHFC to write in the Newsletter that no notice of the spraying would be given, and she suggested the gates should be locked.</p>	
<p>Following further discussion of the issues and differing views, Cllr Kilby offered to liaise with HHFC; however, councillors were not in agreement and Cllr Jayne Denham observed that it was always the Chairman that parishioners contacted about problems.</p>	
<p>Cllr Jayne Denham offered, and it was agreed, that she liaise with Peter Worby of HHFC and discuss the issues with him.</p>	<p>JD</p>
<p>13.072 Meads and Pavilion. The following matters were considered:</p>	
<p><u>1. The Meads generally.</u> It was noted that Harlow Town Cricket Club had expressed an interest in hiring the facilities for some matches, and that Hamon Medicott had booked his annual fixture.</p>	<p>Clerk</p>
<p><u>2. Roofing repairs.</u> It was agreed that Cllr Baseley look at the leak caused by flashing failing above the changing room external door, and that he also consider how best to fix or replace the broken PVCu corrugated roofing above the terrace.</p>	<p>Clerk/ DB</p>
<p><u>3. Warning and Disclaimer Signs.</u> Work was now completed, including the replacement and re-siting of two signs, one of which had been vandalised.</p>	<p>Clerk/DB/ RED</p>
<p><u>4. Removal of past users' rubbish and equipment.</u> Cllr Ginn reported the area was now completely cleared and that the safety of an armoured electric cable behind the shed should be checked. He had placed a warning cone over it for the time being. Cllr Baseley said he would get Steve Dry to check the cable.</p>	<p>DEG/DB Clerk</p>
<p><u>5. Sheila Beetles' chairs and tables.</u> The Clerk reported that 15 chairs and two tables were now stored in the changing rooms.</p>	<p>Clerk</p>
<p><u>6. Oven Clean.</u> The Clerk reported that this had been satisfactorily undertaken.</p>	<p>Clerk</p>

	<u>7. Kitchen area.</u> The Clerk suggested a working party clean the kitchen area and cupboards before the season starts.	Clerk/ ALL
	<u>8. River bank fencing.</u> Following a discussion on erecting safety fencing along the river bank to supplement the warning signs, it was agreed that the Clerk contact some fencing contractors to assess the best and most cost effective option and to get quotes.	Clerk/
	<u>9. Refurbishment of parish benches and notice boards.</u> Stephen Ruff had provided a quote for refurbishing the notice boards and would quote for the five Meads benches, plus two others.	Clerk
	<u>10. Feasibility study for a new Meads pavilion.</u> Cllr Ginn proposed that he produce a feasibility study for the erection of a new pavilion on the Meads. It was agreed that he could undertake the paper exercise and that the matter be left on the agenda for consideration once his study was complete.	DEG/ Clerk
13.073	Queen's Diamond Jubilee recognition: QEII Award <u>Royal Oak sapling:</u> the Clerk reported this had now been transplanted into the planter with a protective screen guard.	Clerk
13.074	Neighbourhood Plan: 1. The Chairman reported that no volunteers have yet come forward. 2. <u>Buntingford Town Council's offer to create a joint plan.</u> The offer to neighbouring parish councils to join themselves to Buntingford Town Council's Plan was discussed. Cllr Ginn said it was better to join with Buntingford than to have no plan and be at the mercy of EHC, and that he was therefore in favour of the idea. Cllr Kilby said he strongly objected to joining with BTC and that they had no success in curbing development. There were concerns that a rural parish could be absorbed into the town planning area. The Chairman said that parishioners' views should be sought because everyone would be affected. Therefore the first step was to make residents aware of the options and canvass their opinions. Cllr Jayne Denham suggested writing to Hormead's neighbouring parish councils to see if they were interested in joining with Hormead to create a parish cluster plan. It was agreed the Clerk should do this as a matter of urgency.	RED/ Clerk Clerk RED/ Clerk Clerk
13.075	Village Hall Cllr Ginn twice stated that Cllr Kilby should leave the room due to his position as VHMC Chairman; Cllr Kilby said he would not speak but declined to leave. 1. <u>Update on mediation group:</u> There was a lengthy discussion on what form a mediation group might take and what might be its composition, its powers of decision, and its goals. The objective was summed up as the PC and VHMC working together for the common good. Cllr Baseley said the VHMC would become more open and transparent in future. It was noted that, by comparison, the PC's business was completely open to public scrutiny. It was requested that all VHMC documents, Minutes and Accounts be made available for examination in order to lay to rest rumours of hidden deals and agendas. Cllr Baseley said there was no reason for not doing that, and Cllr Kilby said he would ask the Secretary at the following week's meeting; he also reiterated the request of the VHMC Secretary for the deeds to be given to her. There was no consensus to do that and the Chairman said the request offered no valid reason why it should be complied with. Councillors said the PC could help with fundraising exercises; Cllr Jayne Denham asked Cllr Kilby if he would come up with a reconciliatory way forward. Cllr Kilby would not answer when the Chairman put the question again and Cllr Baseley declared that the VHMC was against any joint co-operation with the Parish Council. Cllr Baseley said he would bring the various comments to the VHMC meeting the following Tuesday and email a report back to councillors afterwards.	DB/ALL DB JK JK DB

- The Chairman summarised by saying the deeds issue would be considered when both parties are actively working towards reconciliation, and repeated the PC's commitment to make it up with the VHMC. **ALL**
- 2. Questions for the VHMC AGM:** This item was not discussed.
- 13.076 New dog waste-bin**
The Clerk reported that the new bin had now been installed on the Meads. **Clerk**
- 13.077 Annual Parish and Annual Parish Council Meetings**
Following a discussion it was agreed to keep the time of the Annual Parish Meeting at 8pm on 7th May. **RED/
Clerk**
- 13.078 H&H Newsletter**
- 1. Editorial bias against the Parish Council:** The Chairman reported that the Newsletter Editor, Chrissy Withers, had requested a meeting with himself and the Clerk to discuss the concerns; it was therefore agreed to defer this item until the next meeting. **RED/
Clerk**
- 2. Weedkiller report:** Concerns raised over the report of HHFC intending to spray weedkiller on their field were discussed at 13.071.6 above.
- 3. Production of a Parish Council newsletter:** Cllr Baseley expressed long-held concerns about HH Newsletter articles being cut and the lack of contributors, and questioned why that was so? A good, informative unbiased Parish Council newsletter with weighty articles, properly produced, would be a positive asset for the community, even if produced on a bi-monthly basis. It was agreed the practicalities and costs should be explored. **DB/ALL**
- 13.079 Urgent matters not elsewhere on the agenda:** None
- 13.080 Items for future agendas**
- 1. Renewal of insurance policy:** It was agreed that the Clerk should investigate the market to ensure the Parish Council is getting the best deal, and that he should report back to the May meeting **Clerk**
- 2. To agree refurbishment of parish benches** **Clerk**
- 3. HH Newsletter: report on meeting with editor and future action** **RED/Clerk**
- 4. Feasibility study for new Meads pavilion: Cllr Ginn** **DEG**
- 5. Other items for consideration: *No other items were suggested.*** **ALL**
- Adjournment for public comments**
Following discussion, it was **RESOLVED that the meeting be suspended to allow public comments.**
No comments were received from the public.
The meeting was resumed.
- 13.081 Date of next Parish Council meetings:**
The Annual Parish Council Meeting, followed by the full Parish Council Meeting, will be Thursday 16 May 2013 at 8pm in the Meads Pavilion.
The Annual Parish Meeting will be Tuesday 7 May at 8pm in the Church Room.
- There being no further business, the Chairman thanked everyone for attending and closed the meeting at 10pm.

SignedDated.....