

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting Thursday 16 October 2014 at 8pm in the Meads Pavilion

PRESENT: Cllr Jayne Denham, Chairman (JD); Cllr Dave Baseley (DB); Cllr John Kilby (JK); Cllr Denis Madden (DM); Cllr Teresa Marks (TM)
Five members of the public

In attendance: Colin Marks, Clerk to the Parish Council

- 14.189 Apologies for absence** **ACTION**
1. Councillors: Cllr Robb Denham (ill); Cllr Richard White (prior engagement)
 2. Others: None
- 14.190 Declarations of Interest and Dispensations**
1. Declarations of Interest: Cllr Baseley on Village Hall matters, being VHMIC Chairman. Cllr Denis Madden: an outstanding planning application on the agenda
 2. Dispensations: As stated on the agenda, it was noted that Cllr Teresa Marks has a dispensation to speak and vote on Council finance business in which she has a pecuniary interest as the wife of the Clerk.
- 14.191 To approve Minutes of the Parish Council Meeting 18 September 2014**
- Following the submission of draft Minutes to councillors, there was a written request to change the wording of the final paragraph of 14.184.3. There was also a written request for a comment to be added as an addendum to that item. The requested changes had been circulated with the summons. In the following discussion, it was the consensus that the proposed changes more accurately reflected the events of the meeting. There was a vote on the proposal to change the final paragraph and by 4 to 1 it was **RESOLVED to change the final paragraph of 14.184.3 as proposed and that the amended Minutes were a true and accurate record**. There was then a vote on the proposal to add the comment and it was **RESOLVED to add the comment as an addendum to the Minutes as proposed**. **JD/Clerk**
- The Chairman signed the Minutes at the end of this (October) meeting.
- 14.192 Police Report**
- None
- 14.193 Register of Interests**
- The Clerk said he had not received any updates to members' DPI registers. **Clerk**
- 14.194 Chairman's Announcements**
- The Chairman said her only announcement was that if there was a repeat of the disruption that stopped the September meeting, she would immediately adjourn the meeting for 10 minutes.
- 14.195 PLANNING**
- 1. New applications:**
- 3/14/1710/LB White House Lodge, Hare Street:** *Addition of chimney for log wood burner to barn* **NO OBJECTIONS**
- 2. Decision Notices**
- 3/14/1624/CL Hillcrest, Hare Street:** *Certificate of Lawfulness for use as a dwelling house* **DECISION AWAITED**
- 3/14/1576/LB Little Meadow, Conduit Lane:** *Alterations/replacement to ground floor window* **DECISION AWAITED**
- 3/14/1546/OP Land adjacent to Elm Cottage, Hare Street:** *Outline application for 4 dwellings (incl 1 affordable)* **DECISION AWAITED**
- 3/14/1422/CL Gelders, Conduit Lane:** *Removal of agricultural tie* **REFUSED**
- 3/14/1283/FP Kenton House, Hare Street:** *Part demolition of disused motor repair workshop & change of use to a 2 bed dwelling* **DECISION AWAITED**

3/14/1144/FP The Chapel, Horseshoe Hill: *Insert flue for biomass boiler* **APPROVED**

3/14/1144/FP Lavender Cottage, Hare Street: *Single storey rear extension to replace conservatory, first floor side extension & replacement dormer window* **APPROVED**

3/14/1112/FP & 1113/LB Bury Farm, Gt Hormead: *Convert existing buildings into 7 dwellings* **APPROVED**

3/14/1068/FP & 1069/LB Carters Field, Hall Lane: *Single storey linked extension, retaining wall and steps to car parking space* **APPROVED**

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:

None

14.196 FINANCE

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

Finance Summary from 1 to 30 September:

	£
Opening available balance 1/9/14:	5,750.51
Plus income to 30/9/14:	8,250.00
Minus expenditure to 30/9/14:	<u>2,219.73</u>
Balance available to Council 30/9/14	<u>11,780.78</u>
Unpresented cheques as at 30/9/14:	<u>0.00</u>
Bank balance reconciled with statement #367, 30/9/14	<u>11,780.78</u>

There remains an outstanding VAT reclaim for £1,719 for VAT paid in the first three months of the financial year.

It was unanimously **RESOLVED that the Accounts Statement be accepted.**

Clerk

An accounts summary is published each month in the Minutes on the website.

2. The list of orders for payment was presented for authorisation to be signed (Appendices B1 and B2).

It was **RESOLVED to approve all the invoices presented for payment.**

Clerk

Cheques were signed at the end of the (September) meeting.

3. New Homes Bonus. The Clerk said he had investigated whether the NHB grant from East Herts should be ring fenced. It is the practice of many councils to spend it on the community as a whole, subsidising projects etc, to make up for local building development. There is no need to ring fence it as such, but it can be saved up if something substantial is known to be coming up.

4. Public Access Defibrillator sponsorship. It was reported that Andrew Dellow had reached his target, for which he was to be congratulated. However, there will still be installation costs for the outside terminal which will have to be done once the Village Hall is completed. It was **RESOLVED to meet the installation cost of the equipment, or make a donation towards it, once the cost is known.**

Clerk

14.197 Correspondence

The list of correspondence was noted as it appeared on the agenda.

14.198 Special Interest Matters

1. Village Hall.

- Cllr Baseley reported that the Minutes of the September VHMC meeting would be circulated shortly and that the work on the hall was progressing well.

DB

2. Highways.

- Cllr Madden reported the DriveSafe scheme was not making as much headway as had been hoped; ideally there needs to be another six or so committed people on board. Meanwhile, traffic problems are getting worse, particularly in Hare Street. Cars are obstructing the footway by parking on the pavement. Problems caused by large tipper lorries are increasing; 80% are from the quarry, and some have been logged as early as 5am. He would be discussing the issues with MP Oliver Heald the following evening

DM

	He had also spoken to Chris Richards, Highways Quality Monitoring: Highways deem the B1368 to be a suitable road for large lorry use. Cllr Madden said he would continue to push as hard as possible for a solution.	DM
	<ul style="list-style-type: none"> The broken salt bin at the Worsted Lane/The Street junction had still not been replaced; it would be chased. About 1.5 tonnes of salt is presently held by Mark Wyld, for which we are grateful, so there is no need to order further supplies for this winter. (This salt stock has been supplied by Herts Highways for use on roads and public footways, not for use on private property). The hedge at the entrance to Willow Close has now been satisfactorily trimmed - at the second attempt. The large willow obstructing drivers' vision at the Horseshoe Hill/B1038 junction has been reported twice, but has yet to be cut back. Highways said it's not their problem, but is still being pursued! 	DM/Clerk
	3. Footpaths and Byways In the absence of Cllr R Denham, there was no report.	
	4. Website Ideas for a new website are ongoing.	Clerk
	5. Parishioners' concerns and other matters. <ul style="list-style-type: none"> War Memorial steps: Cllr White and Marks had visually inspected the site and concluded repairs should be undertaken. It was agreed that the repairs should be sympathetic in appearance to the rest of the memorial. Cllr White agreed to undertake the work in time for Remembrance Day and would liaise with Cllr Marks and the Clerk. There was a report of lorries damaging the Farmshop entrance verge. It was agreed to investigate to get more details. Concerns had been raised about the apparent contradictions in the Parish Council's comments regarding the outline proposal for development in Hare Street of the Old Steel Works site and the comments made about the outline application for development of the land adjacent to Elm Cottage (<i>HPC September Minutes, 14.174.1 and 14.174.3.2</i>). The explanation was given that whilst Elm Cottage was an official outline application from East Herts Development Control that warranted a considered response, the Old Steel Works was simply a loose outline proposal from the land owner to get the Parish Council's opinion prior to a planning application being submitted. 	RW/TM Clerk DM
14.199	The Meads and Pavilion <ol style="list-style-type: none"> <u>The Meads generally</u>: No comments. Maintenance: It was again noted that the general quality of maintenance and grass cutting had been unsatisfactory this year and that finding a new contractor will have to be explored. It was reported that the whole Meads had been cut on the previous two consecutive weeks and the appearance improved. The Clerk had spoken to Neil Gardner, but he was unable to consider a new long-term contract. However, he said he might be able to undertake some work on a one-off basis, depending on circumstances and timing. Annual RPII Report: Broadmead Leisure yet to inspect and quote for repairs or the cost of replacement items. Further concerns have been expressed by parishioners about perceived dangers of the multi-function slide. Cllr Baseley has removed the inaccessible combination lock from the shed door; it must be replaced. <u>Other matters</u>: Cllr Madden said he will assemble the new picnic table and put it on the pavilion veranda. The Clerk confirmed that the pavilion has been booked for the Over 60's lunch on 30th October. 	Clerk Clerk Clerk DM Clerk
14.200	Revised Standing Orders Ongoing	RED/Clerk
14.201	Asset register Ongoing	RED/Clerk

14.202 Neighbourhood Plan	No report, in Cllr Robb Denham's absence	RED
14.203 Parish Council Newsletter	Cllr Baseley urged councillors to provide their profile and photograph, and to submit copy.	DB/ALL
14.204 Data protection Subject Access Request (SAR)	<p>1. The Clerk had circulated a draft Data Protection Policy document; to be considered at the next meeting.</p> <p>2. Similarly, a draft Subject Access Request (SAR) Procedure document had been circulated, for consideration at the next meeting.</p> <p>3. The Clerk reported that the Subject Access Request (SAR) made by a parishioner under the Data Protection Act was under way and must be completed by 24 November. It was not possible to say at this stage how much extra work would be involved and he was not prepared to discuss it any further at the meeting.</p>	<p>ALL</p> <p>ALL</p> <p>Clerk</p>
14.205 Urgent matters received too late for inclusion on the agenda	None	
14.206 Items for future agendas	<p>It was requested that reverting to bimonthly parish council meetings (every two months), with planning meetings as necessary, be discussed at the November meeting.</p> <p><u>Adjournment for public comments</u></p> <p>Following a vote at 8.55pm it was RESOLVED that the meeting be suspended to allow public comments.</p> <ul style="list-style-type: none"> • A parishioner objected to reducing the frequency of meetings to every other month saying that the amount of business conducted had sometimes taken meetings past 10pm and it would therefore result in longer meetings. Another parishioner disagreed saying the Parish Council had held only six full meetings a year since the 1890's and if conducted efficiently, all the business could be concluded within a reasonable time. There was further disagreement with that point with a comment that monthly meetings provide a regular opportunity for parishioners to interact with the council and that anyone missing a meeting is then out of touch for four months. • There was a request for clarification on the Certificate of Lawfulness at Hillcrest (Planning 14.195.2 above). • A parishioner, saying it was his first Parish Council meeting, asked if the numbers attending was typical. • A parishioner complained that contracted buses are going around in pairs. He had been advised by the company concerned that the present contract under which this happens runs until the end of November. <p><i>The Parish Council Meeting resumed at 9.05pm</i></p>	<p>ALL</p> <p>Clerk</p>
14.207 Staffing Committee:	<p>Since only one member of the Staffing Committee was present, this could not be considered and was deferred to a later meeting.</p>	RED/DM/RW
14.208 Date of next Parish Council meeting	<p>The next Parish Council Meeting will be on 20th November at 8pm in the Pavilion.</p> <p>The Chairman thanked everyone for attending and closed the meeting at 9.07pm</p>	

Signed Dated.....