

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting Thursday 22 May 2014 at 8.30pm in the Meads Pavilion

PRESENT: Cllr Jayne Denham, Chairman (JD), Cllr John Kilby (JK), Cllr Denis Madden (DM), Cllr Richard White (RW)

Four members of the public

In attendance: Colin Marks, Clerk to the Parish Council

- 14.098 Apologies for absence** **ACTION**
1. Councillors: Cllr Dave Baseley: away on business; Cllr Robb Denham: unwell
 2. Others: County Cllr Rose Cheswright: away
- 14.099 Declarations of Interest**
- Cllr White in respect of his company's invoice on the approval for payment list.
- 14.100 To approve Minutes of the Parish Council Meeting 15 April 2014**
- It was **RESOLVED that the Minutes of the Parish Council Meeting on 15 April 2014 be accepted as a true and accurate record.**
- The Chairman signed the Minutes after the meeting. **JD/Clerk**
- 14.101 To approve Minutes of the Extraordinary Parish Council Meeting 15 May 2014**
- It was unanimously **RESOLVED that the Minutes of the Extraordinary Parish Council Meeting on 15 May 2014 be accepted as a true and accurate record.**
- The Chairman signed the Minutes after the meeting. **JD/Clerk**
- 14.102 Casual Vacancy**
- The Clerk reported there had been no further applications for co-option. He confirmed that Cllr White's Declaration of Acceptance of Office and his DPI form had been submitted to the Monitoring Officer **Clerk**
- 14.103 Police Report**
- No report was submitted
- 14.104 Register of Interests**
- The Clerk said he had nothing further to report from the Monitoring Officer. **Clerk**
- 14.105 Chairman's Announcements**
- None
- 14.106 PLANNING**
- 1. Applications:**
- 3/14/0789/FP & 0790/LB The Glebe Barn: Internal alterations; partition walls, doors, mezzanine floor, staircase, window and flue** **NO COMMENTS** **Clerk**
- 3/14/0700/FP & 0701/LB Carters Field, Hall Lane: Single storey linked extension, retaining wall and steps to car parking space** **NO COMMENTS** **Clerk**
- 3/14/0789/FP The Orchard, Hall Lane: New stable block and front porch** **NO COMMENTS** **Clerk**
- 2. Decision Notices**
- 3/14/0394/FP Quinn Rise, Mutfords Farm: To build a garage and log store.** **PERMISSION REFUSED**
- 3/14/0251/FP Bradbury Farm: Proposed stable block for domestic use ancillary to main dwelling house: Amendments to first plan** **DECISION AWAITED**
- 3/14/0460/FP Yeznaby, Horseshoe Hill: Remove porch; erect single storey front & side extensions, add first floor & external staircase to garage** **PERMISSION REFUSED**
- 1/2146-11 Nuthampstead Shooting Ground: Application for the variation of condition 14 (Types of Waste)** **APPROVED WITH CONDITIONS**

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; DECISION AWAITED**

3. Other Planning matters: late applications

3/14/0754/FP White House Lodge: *Extension to annexe* **NO COMMENTS** **Clerk**

3/14/0862/FP Yeznaby, Horseshoe Hill: *Single storey extension and front porch* **NO COMMENTS** **Clerk**

14.107 FINANCE

1. The report of the Council's finances for 31 March to 30 April was received (Appendix A)

Finance Summary to 30 April:

	£
Opening available balance 31/3/14:	2,469.66
Plus income to 30/4/14:	8,689.68
Minus expenditure to 30/4/14:	<u>1,788.28</u>
Balance available to Council 30/4/14	<u>9,371.06</u>
Unpresented March cheques as at 30/4/14:	<u>47.00</u>
Bank balance reconciled with statement #359, 30/4/14	<u>9,418.06</u>

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.** Cheques were signed at the end of the meeting. **Clerk**

The Clerk was asked to follow up with Earthworms the cutting schedule for the whole of the Meads area beyond the cricket pitch, and to ensure that invoices related to monthly work undertaken. The Clerk said he had spoken to them and they had apologised for only being able to provide a partial service due to all their equipment being stolen recently; the problem is presently exacerbated by the rampant grass growth during the mild wet weather, making it very difficult to keep on top of it. **Clerk**

3. The Clerk reported that the Internal Auditor had signed off the internal audit with no adverse comments. The statutory notice of Electors' Rights to view the 2013/14 accounts is on the notice boards until 2nd June, after which time they will be available for inspection from 2nd to 27th June. The BDO audit date is 30th June. **Clerk/ RED**

4. Mrs Alex Cater has now asked if the St Mary's Fund donation could be made; the cheque is on the list of orders for signing **Clerk**

5. The Clerk reported that the VAT reclaim of £324.48 had been paid into the bank that day.

6. The Clerk reported that payment of the Small Capital Project Grant of £1820 had been applied for. **Clerk**

14.108 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:

- EHC Environmental Health sent information about Disabled Facilities Grants, which may be helpful to any qualifying parishioner. **ALL**
- TDH Banners had packs of D-Day celebration flags etc if anyone in the parish was planning an event. **ALL**
- Marty Kilby had sent a number of emails relating to the Minutes of the 2013 Annual Parish Meeting.

14.109 Special Interest Matters

1. Village Hall.

- In Cllr Baseley's absence there was no report; the receipt of the VHMC May minutes was acknowledged. **DB**

	2. Highways.	
	<ul style="list-style-type: none"> • Cllr Madden reported that he had discussed Hare Street traffic issues with Highways Locality Officer Rosemary Chatindo. He explained to her there was an alternative route to Hare Street village that HGV drivers could take. The possibility of weight restrictions was raised. Issues will continue to be raised through County Cllr Rose Cheswright. In summary, the outcome of the exchange was: <ul style="list-style-type: none"> ○ The problem of HGVs was ignored. ○ Problems of speeding vehicles were down to the parish. 	DM
	<ul style="list-style-type: none"> • Getting the DriveSafe scheme up and running is a long and slow process, but it is slowly moving forward. 	DM
	3. Footpaths and Byways	
	<ul style="list-style-type: none"> • The Clerk drew members' attention to the Hormead 34 Modification Order 2014 that is displayed, with a map, on all PC notice boards. The deadline for representations is 6th June. 	RED/ Clerk
	4. Website	
	<ul style="list-style-type: none"> • The Clerk reported that the website had been upgraded the previous week but this had rendered changes and updates by the Clerk impossible, for which he apologised. The glitch is being resolved by Style Cymru. 	Clerk
	5. Parishioners' concerns.	
	<ul style="list-style-type: none"> • None. 	
14.110	The Meads and Pavilion	
	1. The Meads generally:	
	<ul style="list-style-type: none"> • There was a discussion on the display of the For Hire banners that had been purchased last autumn. It was agreed to display one banner on the Pavilion above the disabled entrance for a trial period. Cllr White and the Clerk to organise. 	RW/Clerk
	<ul style="list-style-type: none"> • Stephen Ruff had asked whether it was intended that the car park still be opened until 6.30pm as per the notice; he said it had been closed when he checked it. 	RED/ Clerk
	<ul style="list-style-type: none"> • The Clerk said the annual RPII play area inspection has been booked for July. 	Clerk
	2. Flooding consequences update:	
	<ul style="list-style-type: none"> • The Clerk said the repairs to the gable-end roof and gutter, as required by the insurer, been done and the reinstatement and redecoration of the interior of the Pavilion had begun. The scheduled completion date was 28th May. 	Clerk
14.111	Risk Assessments	
	These will be completed for June as agreed earlier at the Annual Parish Council meeting.	RED/Clerk
14.112	Asset register	
	To be completed for June as agreed earlier at the Annual Parish Council meeting.	RED/Clerk
14.113	Neighbourhood Plan	
	Cllr Robb Denham was not present to give an update. Cllr Kilby was unhappy with the Buntingford questionnaires not being collected.	RED
14.114	Centenary Poppy Campaign (HCC)	
	The Clerk said he had made enquires with HAPTC for information about what other parishes were doing to remember the centenary of the start of the First World War. Only one response had been received; that parish was concentrating on a service that would have that parish's church and war memorial as its focus.	ALL
14.115	Review of insurance	
	The Clerk said the insurance was due for renewal on 1st June and presented quotations provided by the current insurer, Zurich, and the Council's former insurer AON. At £1,572 for a one-year agreement, Zurich was in line with 2013, but AON quoted a very low premium of £510, although that was subject to no recent claims and a much lower	

(£150k) buildings valuation. It was noted the premium paid them in 2012 was over £1,700. Following a discussion the Clerk was instructed to check that AON is offering like-for-like cover, that the recent and ongoing claim is recognised, and that the building valuations are comparable. Subject to those criteria being met it was **RESOLVED that the Clerk accept AON's quote, unless their revised figure came within approximately £200 of Zurich, in which case the Zurich quote should be accepted.**

Clerk

14.116 Electoral Review of Hertfordshire

The Parish Council has been invited to get involved in a consultation that is underway to consider future electoral division boundaries. The Clerk gave the information to the Chairman so that any member who wishes to participate can be fully informed. The closing date for submission of views is 23rd June. It was agreed to raise the matter again at the June PC meeting.

ALL

14.117 Urgent matters received too late for inclusion on the agenda

None

Clerk

14.118 Items for future agendas

None

Clerk

Adjournment for public comments

Following a vote at 10pm it was **RESOLVED that the meeting be suspended to allow public comments.**

- Mr Roland Coxall asked if the Pavilion would be available for the Over 60's tea on Thursday 29th May. The Clerk confirmed that the decorators would finish their work on the 28th and therefore there would be no problem.
- A parishioner raised questions about the Minutes of the 2013 Annual Parish Meeting. The ensuing exchange became unruly and when the Chairman's request for order was ignored, the Chairman, supported by Councillors, asked the parishioner to leave the premises. When the parishioner refused, the Chairman closed the adjournment to avoid further ado.

The Chairman did not reconvene the meeting and declared the meeting closed at 10.16pm.

14.119 Date of next meeting

Due to the adjournment, this item was not discussed.

Clerk

Signed **Dated**