

# HORMEAD PARISH COUNCIL

## Minutes of the Hormead Parish Council Meeting Thursday 18 December 2014 at 8pm in the Meads Pavilion

**PRESENT:** Cllr Jayne Denham, Chairman (JD); Cllr Dave Baseley (DB); Cllr Robb Denham (RED); Cllr John Kilby (JK); Cllr Teresa Marks (TM);

Four members of the public

In attendance: Colin Marks, Clerk to the Parish Council

- 14.225 Apologies for absence** **ACTION**
1. Councillors: Cllr Denis Madden – work commitment; Cllr Richard White – prior commitment.
  2. Others: None
- 14.226 Declarations of Interest and Dispensations**
1. Declarations of Interest: Cllr Teresa Marks – a DPI as wife of the Clerk; Cllr Dave Baseley – on Village Hall matters, as VHMC Chairman.
  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.
  3. No requests for dispensations were received.
- 14.227 To approve Minutes of the Parish Council Meeting held on 27 November 2014**
- Cllr Kilby had written proposing Minute 14.224 be amended to read, “The chairman thanked everyone for attending and closed the Parish Council meeting at 9.07 pm. All those not members of the Staffing Committee were asked to leave the meeting.” He also asked that an amendment be made that the Council meeting did not resume at 9.20pm, but that what followed was a meeting of the Staffing Committee. A vote to amend the Minutes accordingly was **LOST by 3 votes to 1**. There was then a vote on the Minutes as drafted and it was **RESOLVED by 3 votes to 1 that the Minutes of the Parish Council Meeting on 27 November 2014 as drafted by the Clerk be accepted as a true and accurate record**. Cllr Baseley abstained because he was not present at the November meeting. Cllr Kilby asked for his objection to the Minutes to be recorded. By way of explanation it was noted that item 14.224 was a full Council agenda item (not a Staffing Committee meeting) and only called for the press and public to be considered for exclusion. Cllr White, although not present, had written in support of the Minutes being accurate as drafted by the Clerk.
- The Chairman signed the Minutes at the end of this (December) meeting. **JD/Clerk**
- 14.228 Police Report**
- PCSO Higham did not submit a report.
- 14.229 Register of Interests**
- The Clerk said he had received a copy of Cllr Kilby’s updated DPI register as submitted to EHDC. The Chairman read out the amended sections. **Clerk**
- 14.230 Chairman’s Announcements**
- Everyone was invited to a Carol Concert at St Nicholas’ Church on Sunday 21st December at 5pm where, as Parish Chairman, she would be doing a reading.
- 14.231 PLANNING**
- 1. New applications:**
- NONE received**
- 2. Decision Notices**
- 3/14/1710/LB White House Lodge, Hare Street: Addition of chimney for log wood burner to barn** **APPROVED**
- 3/14/1576/LB Little Meadow, Conduit Lane: Alterations/replacement to ground floor window** **APPROVED**

**3/14/1978/FP The Willows, Hare Street:** *First floor extension, extension to porch, conversion of garage to habitable room* **DECISION AWAITED**

**3/14/1946/FP Mangle Clamp Cottage, Lt Hormead:** *Demolition of garage; proposed two storey extension & garage; window alterations* **DECISION AWAITED**

**3/14/1889/CL Quinn Rise, Mutfords Farm:** *Certificate of Lawfulness for single storey detached garage and log store. (PC not advised of application)* **REFUSED**

**3/14/1624/CL Hillcrest, Hare Street:** *Certificate of Lawfulness for use as a dwelling house* **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:**

None

## **14.232 FINANCE**

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

Finance Summary from 1 to 30 November:	£
<b>Opening available balance 1/11/14:</b>	<b>11,710.56</b>
Plus income to 30/11/14:	10.00
Minus expenditure to 30/11/14:	<u>2,563.43</u>
<b>Balance available to Council 30/11/14</b>	<b><u>9,157.13</u></b>
Unpresented cheques as at 30/11/14:	<u>2,178.83</u>
Bank balance reconciled with statement #371, 28/11/14	<u>11,335.96</u>

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

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

**Clerk**

**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 (December) meeting.

**3.** Budget and Precept thoughts. The Clerk submitted a projected bank balance for 31 March 2015, based upon estimates for known income and expenditure. This showed a surplus for the year of approximately £1,840 which, when added to the year's opening available balance, gave an end of year balance of £4,310. He also submitted budget thoughts for 2015/16. This included the maximum expenditure for a contested election of £813 as advised by EHDC, and for Meads maintenance costs of £8,000 for weekly cutting of the field. Invitations to tender had been submitted to five companies, one of which, Bullards, had so far responded with costs of around £8,500. It was agreed to consider this in more detail at the January meeting once the other tenders have been received.

The Clerk's projections, as presented, would give a deficit of almost £900 over the year and reduce the end of year (2016) bank balance to around £3,400. Following a discussion it was agreed that members would bring to the January meeting their own suggestions for the budget and precept. East Herts to be advised of the Council's estimated precept following the January meeting.

**ALL**

It was also unanimously **RESOLVED ring fence the East Herts New Homes Bonus received this year and in the future for the Parish benefit.**

**Clerk**

## **14.233 Correspondence**

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

- The Hundred Parishes update on Hormead's entry was noted
- It was noted that the two items for EHC's election cost estimates related to a possible average cost (£542) and a possible maximum cost (£813) for budgeting purposes.
- The Enquiry from Action Challenge for use of the Meads over the 2015 August Bank Holiday weekend was discussed. The Clerk said that HHCC had confirmed their annual Bob Hammond Memorial Charity Cricket Match for the Sunday of that weekend. It was therefore agreed to advise Action Challenge that the Meads is not available that weekend.

**Clerk**

- 14.234 Special Interest Matters**
- 1. Village Hall.**
- Cllr Basely said things were progressing well and they were pushing to finish the cloakroom in order to meet the grant deadline. **DB**
- 2. Highways.**
- Cllr Madden was not present to report.
  - It was noted that the drains and ditches by the pumping station in Worsted Lane had been cleared with the consequent alleviation of the flooding problem reported at the November meeting. **DM**
  - It was also noted that recent heavy rain had cause a repeat of the flooding problems by the cemetery on the B1038 towards Buntingford. **DM**
- 3. Footpaths and Byways**
- Cllr Robb Denham reported that these remain very muddy at present. **RED**
- 4. Website**
- The Clerk had no progress to report **Clerk**
- 5. Parishioners' concerns and other matters.**
- None received. However, the Chairman wished to record appreciation to Stephen Ruff for undertaking his litter-picking activities faithfully in all weathers. Also to record appreciation to Cllr Richard White for making such a good job of the repairs to the War memorial steps. The comments were heartily agreed with.
- 14.235 The Meads and Pavilion**
1. The Meads generally: A new padlock and key was needed for the shed. Broadmead Leisure's quote for repairs/cost of replacement items as per the Annual RPII Report was still awaited **Clerk**
  2. Maintenance costs were discussed earlier under agenda item 14.232.3 **Clerk**
  3. Health & Safety Accident Record Book and Procedure: it was noted that a book was in the pavilion. The procedure should be followed and completed for notification of any accident or incident on the Council's premises. **ALL**
  4. Other matters: none
- 14.236 Urgent matters received too late for inclusion on the agenda:** None
- 14.237 Items for future agendas**
- Items as listed on the agenda were noted **ALL**
- Adjournment for public comments**
- Following a vote at 8.35pm it was **RESOLVED that the meeting be suspended to allow public comments.**
- A parishioner asked for confirmation that the planning application proposed for land adjacent to Elm Cottages had been turned down. This was confirmed.
  - A parishioner asked if the Parish Council could push for the junction of Worsted Lane/The Street to be white-lined. There have been a number of near misses with cars cutting the corner and it was believed that clear road marking would help alleviate the danger. It was agreed to pursue this with Herts Highways. **Clerk/DM**
- The Parish Council Meeting resumed at 8.42pm***
- 14.238 Future Parish Council meetings:**
1. A discussion on bi-monthly Parish Council meetings was deferred until all councillors are present, as previously agreed.
  2. A discussion on the date for the Annual Parish Meeting was deferred until the January meeting.
  3. The next Parish Council Meeting will be on Thursday 15 January 2015 at 8pm in the Pavilion
- The Chairman thanked everyone for attending and closed the meeting at 8.45pm
- Signed** ..... **Dated**.....