

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting Thursday 17 July 2014 at 8pm in the Meads Pavilion

PRESENT: Cllr Jayne Denham, Chairman (JD), Cllr Robb Denham (RED), Cllr John Kilby (JK), Cllr Denis Madden, Cllr Teresa Marks, Cllr Richard White

Eight members of the public

In attendance: Colin Marks, Clerk to the Parish Council

- 14.146 Apologies for absence** **ACTION**
1. Councillors: Cllr Dave Baseley (away)
 2. Others: Rev Kate Peacock, C Cllr Rose Cheswright, PCSO Amanda Higham
- 14.147 Declarations of Interest**
Cllr Teresa Marks: a DPI as the wife of the Clerk
- 14.148 Application for Dispensation**
Consideration was given to a written application from Cllr Teresa Marks for a dispensation until the next election to speak and vote on Council finance business in which she has a pecuniary interest as the wife of the Clerk, so as to enable her to fulfil her duties as a Parish Councillor. Following a vote of 4:1 with one abstention it was **RESOLVED that Cllr Teresa Marks be granted a dispensation until the next election to speak and vote on Council finance business in which she has a pecuniary interest as the wife of the Clerk.** **Clerk**
- 14.149 To approve Minutes of the Extraordinary Parish Council Meeting 9 June 2014**
No amendments having been previously advised, ***the Minutes of the Annual Parish Council Meeting on 22 May 2014 were taken as read and accepted as a true and accurate record.*** **JD/Clerk**
The Chairman signed the Minutes after the meeting.
- 14.150 To approve Minutes of the Parish Council Meeting 17 June 2014**
Following a request for an amendment to the draft Minutes, the word “unanimously” had been removed from the vote for agenda item 14.134.2. This was accepted and it was **RESOLVED that the amended Minutes of the full Parish Council Meeting on 14 June 2014 be accepted as a true and accurate record.** **JD/Clerk**
The Chairman signed the Minutes after the meeting.
- 14.151 Police Report**
A report was received from PCSO Amanda Higham saying that since the last Parish Council meeting the only recorded crime was a theft in Great Hormead on 21st June. She also provided potential dates for the September Locality Meeting; Cllr Robb Denham said he would attend. **RED**
- 14.152 Register of Interests**
The Clerk reported he had submitted Cllr Teresa Marks’ DPI register to the Monitoring Officer and a copy had been posted on the Parish Council’s website. He said he had received no updated DPI registers. Cllr Kilby said he would amend his once his wife’s job changes were effected. There was a reminder of the 28-day rule for registering changes. **Clerk/JK**
- 14.153 Chairman’s Announcements**
None.
- 14.154 PLANNING**
- 1. New applications:**
- 3/14/1144/FP The Chapel, Horseshoe Hill: Insertion of flue for biomass boiler** **NO COMMENTS**
- 3/14/1130/FP Lavender Cottage, Hare Street: Single storey rear extension to replace conservatory, first floor side extension & replacement dormer window** **NO COMMENTS**
- 3/14/1112/FP & 1113/LB Bury Farm, Gt Hormead: Convert existing buildings into 7 dwellings** **NO COMMENTS**

3/14/1068/FP White House Lodge, Hare Street: Single storey linked extension, wall & steps to parking area NO COMMENTS

2. Decision Notices

3/13/0826/FP Yeznaby, Horseshoe Hill: Single storey extension & porch GRANTED

3/14/0789/FP & 0790/LB The Glebe Barn: Internal alterations; partition walls, doors, mezzanine floor, staircase, window and flue GRANTED

3/13/0754/FP White House Lodge, Hare Street: Extension to annexe GRANTED

3/14/0251/FP Bradbury Farm: Proposed stable block for domestic use ancillary to main dwelling house: Amendments to first plan GRANTED

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:

1. Sworders re possible development on the allotments site: The Clerk reported that he had written to Sworders setting out the PC's reservations as expressed by parishioners. Clerk

2. Gelders, Conduit Lane: Mrs Dry had asked if the Council would support her application to have the agricultural tie lifted from the property. Having considered the background of the house and the tie, and the fact that part of the land was sold in 1996 and the remaining land having not been worked since, it was unanimously **RESOLVED to write a letter supporting Mrs Dry's application to have the agricultural tie lifted.** Clerk

14.155 FINANCE

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

Finance Summary to 30 June:

	£
Opening available balance 01/06/14:	7,296.80
Plus income to 30/06/14:	4,571.04
Minus expenditure to 30/06/14:	<u>4,664.21</u>
Balance available to Council 30/06/14	<u>7,203.63</u>
Unpresented June cheques as at 30/06/14:	<u>70.00</u>
Balance reconciled with bank statement #362, 30/06/14	<u><u>7,273.63</u></u>

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

The 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) and it was **RESOLVED to approve all the invoices presented for payment.**

Cheques were signed at the end of the meeting. Clerk

3. Following the advice of the external auditor (BDO), the amendments made to boxes 2 and 3 (Section1) on the signed 2013/14 Accounts for Annual Audit were formally noted by the Council Clerk

14.156 Correspondence

The list of correspondence was noted as it appeared on the agenda. The Clerk drew members' attention to an item not covered elsewhere on the agenda:

- The Clerk noted that, despite being dealt with previously, another FOI request had been received for a transcript of the Chairman's report to the 2013 Annual Parish Meeting. The information was not held by the Council and further requests for the same could constitute them being vexatious. Clerk
- The next EHAPTC meeting will be on 10th September at Wallfields for members wishing to attend. ALL
- Ken McDonald had asked for comments on his proposed entry for Hormead on The Hundred Parishes website. The Clerk drew attention to some inaccuracies that should be changed. Clerk/ALL

14.157 Special Interest Matters

1. Village Hall. No report

DB

2. Highways.

- Cllr Madden reported that he had been corresponding with Highways, but they were focussing too much on HGV speeds through Hare Street. This is not the main problem, which is the volume of HGV traffic and the detrimental effect it has on houses in Hare Street, particularly those right next to the road. Inadequate or ineffective sheeting is also an issue. Alternative viable routes from the quarry to the A10, particularly via Buckland Road, were discussed again.
- No further progress as yet on the DriveSafe scheme; it will be raised at the next Police Locality Meeting in September.

DM

RED

3. Footpaths and Byways

- The Clerk confirmed that a notice of the confirmation of the Hormead 34 Modification Order 2014 had been put on the notice boards and will remain there until the designated date in August.
- Following an email from a parishioner, the clearing of FP20, presently impossible to access because it is so overgrown, is being pursued with the Buntingford Countryside Access Officer. (This is a Buntingford FP that starts on the Hormead boundary)

**RED/
Clerk**

Clerk

4. Website

- The Clerk reported there were still ongoing problems resulting in it taking far too long to upload material on to the website. It was unanimously **RESOLVED to look for a new website host and ascertain the costs involved.**

Clerk

5. Parishioners' concerns.

- None.

Adjournment for public comments

In view of the time and parishioners' desire to express their opinions, there was a vote at 9.45pm and it was **RESOLVED to bring forward the adjournment and that the meeting be adjourned to allow public comments.**

Regarding the possible development of the allotment site off Horseshoe Lane, Edward Fremantle (EF) said that under the Localism Act the community had to be involved in the consultation process. Cllr Robb Denham said the system hasn't actually changed yet, which is why Buntingford is receiving a lot of applications for development. Following further discussion, EF said he would like Mr Higgins to present his ideas to the community at a public meeting; he asked if the Council would make an approach to see if such a meeting could be arranged with some urgency. It was agreed the Clerk would write to the agent, Sworders.

Clerk

Concerns were raised by other parishioners regarding the long-term plans following on from the presently proposed development at Bury Farm. There had been some discussion with Mr Wyld, but the Council was asked whether it could get further clarification on the matter. It was agreed for the Clerk to write.

Clerk

The Clerk reported that Circle Housing South Anglia had left an answer phone message that afternoon regarding the Willow Close garages, asking what views on development were being expressed by parishioners in Hormead's Neighbourhood Plan (as yet unpublished). Bearing in mind their 2012 application (withdrawn), the Clerk said he would contact Circle to ascertain their intentions.

Clerk

The Parish Council Meeting resumed at 10.10pm

14.158 The Meads and Pavilion

1. The Meads generally:

- The Clerk reported that grass cutting had continued weekly and there has been an improvement at the southern end of the field.
- The broken picnic table was discussed and it was **RESOLVED that the Clerk purchase a new one for approximately £99.** To be delivered to Cllr Madden.

Clerk

Clerk/DM

- The damaged fridge was discussed and it was **RESOLVED that the Clerk purchase one for approximately £130.** To be delivered to Cllr Madden. **Clerk/DM**
 - It was agreed to make enquiries with another sports ground care company to attend to the field and cricket pitch. **Clerk**
- 14.159 Revised Standing Orders**
Due to the lateness of the hour it was agreed to hold this item over to the next meeting. **ALL**
- 14.160 Risk Assessments Review**
Due to the lateness of the hour it was agreed to hold this item over to the next meeting. **Clerk**
- 14.161 Asset register**
Due to the lateness of the hour it was agreed to hold this item over to the next meeting. **RED/Clerk**
- 14.162 Neighbourhood Plan**
Due to the lateness of the hour it was agreed to hold this item over to the next meeting. **RED**
- 14.163 Newsletter**
There was a discussion about a letter printed in the latest Newsletter to which the Council had been given no right of reply before publication, as previously agreed between the Chairman and the editor. It was suggested that councillors wishing to express their views about the letter write individually as parishioners to the editor. The production of a probably quarterly factual Parish Council Newsletter was discussed and agreed as a way of informing the parish of the Council's activities. **DB/ALL**
- 14.164 Urgent matters received too late for inclusion on the agenda**
None **Clerk**
- 14.165 Items for future agendas**
None **Clerk**
- 14.166 Staffing Committee**
Due to the lateness of the hour it was agreed to hold this item over to the next meeting.
- 14.167 Date of next meeting**
The next Parish Council Meeting will be on 18th September at 8pm in the Pavilion. **ALL**

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 10.40pm.

Signed **Dated**.....