

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting
Thursday 15 January 2015 at 8pm in the Meads Pavilion

PRESENT: Cllr Jayne Denham, Chairman (JD); Cllr Dave Baseley (DB); Cllr Robb Denham (RED); Cllr Denis Madden (DM); Cllr Teresa Marks (TM); Cllr Richard White (RW)

Two members of the public

In attendance: Colin Marks, Clerk to the Parish Council

- 15.001 Apologies for absence** **ACTION**
1. Councillors: Cllr John Kilby – work commitment
2. Others: PCSO Amanda Higham
- 15.002 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.
- 15.003 To approve Minutes of the Parish Council Meeting held on 18 December 2014**
Having received no comments, the draft minutes were taken as read and it was therefore **RESOLVED that the Minutes of the Parish Council Meeting on 18 December be approved as a true and accurate record.**
The Chairman signed the Minutes at the end of tonight’s meeting. **JD/Clerk**
- 15.004 Police Report**
PCSO Higham submitted the following report:

From the date of the last meeting, there have been 2 recorded crimes in Hare Street. One theft of motor vehicle recorded on 12th Jan and one theft recorded today, 15th. The area was quiet over the Christmas and New Year period. No trends are currently in neighbouring areas.

A question was raised as to why a theft from the St Nicholas’ Church safe, which occurred during a funeral at the end of December, was not included in the report. It was confirmed the crime had been reported. The Clerk said he would make enquiries. **Clerk**
- 15.005 Register of Interests**
The Clerk said that all updated DPI registers, as submitted to EHC, were on the website. Cllr Robb Denham requested the Clerk to amend his register to exclude his interest as a school governor **Clerk**
- 15.006 Chairman’s Announcements**
The Chairman asked if Councillors were intending to attend the HAPTC training seminar on elections. Four Councillors and the Clerk indicated their interest. The Clerk to book. **Clerk**
- 15.007 PLANNING**
- 1. New applications:**
- 3/14/2297/FO Gelders, Conduit Lane:** removal of onerous condition 3 of 3/E793*/172, agricultural tie **The Council had NO OBJECTIONS** **Clerk**
- 2. Decision Notices**
- 3/14/1978/FP The Willows, Hare Street:** First floor extension, extension to porch, conversion of garage to habitable room **APPROVED**
- 3/14/1946/FP Mangle Clamp Cottage, Lt Hormead:** Demolition of garage; proposed two storey extension & garage; window alterations **REFUSED**
- 3/14/1624/CL Hillcrest, Hare Street:** Certificate of Lawfulness for use as a dwelling house **DECISION AWAITED**

3. Other Planning matters:

None

15.008 FINANCE

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

Finance Summary from 1 to 31 December:	£
Opening available balance 1/12/14:	9,157.13
Plus income to 31/12/14:	0.00
Minus expenditure to 31/12/14:	<u>1,551.87</u>
Balance available to Council 31/12/14	<u>7,605.26</u>
Unpresented cheques as at 31/12/14:	<u>0.00</u>
Bank balance reconciled with statement #373, 31/12/14	<u>7,605.26</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.**

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

Clerk

3. 2015/16 Budget and Precept.

The budget was discussed in depth and various options were considered. It was agreed that it is essential to limit the expense of maintaining the Meads to £6,500. The possibility of council members undertaking some of the grass cutting was discussed, but dismissed as impractical. Five companies had been invited to tender, two of which (John O'Conner and P&M Landscapes) had declined. Of the three quotes received, Earthworms (2013 and 2014 contractor) were much more competitive than Stewart Bullard and Countrywide Grounds. It was **RESOLVED that the 2015 maintenance contract be offered to Earthworms; that the schedule be tailored to limit the total annual cost to £6,500 or less and that the quality of service be consistent with that provided in 2013 (as opposed to 2014, which was unacceptable). The Clerk to monitor work quality.**

Clerk

The quote by Broadmead Leisure for undertaking repairs against the 2014 RPII report was considered. The recommendation and cost of replacing the cradle swing because of rotting timbers was also discussed, which would cost approximately £6,000. In order to make this possible, it was agreed that the Council should look for funding possibilities; Cllr Marks offered to investigate and report back.

TM

It was noted that EHC have advised that the New Homes Bonus Grant would probably be increased from £1,534 to £1,827 for 2015/16. The maximum possible cost (£813) of a contested election in May 2015, as advised by EHC, was included in the budget. A number of items of expenditure were as yet unknown but estimated against previous costs. A contingency figure of £250 was included. It was agreed to set the draft budget at approximately £21,480 expenditure against an income of £21,980, giving a balance of £500 at the end of 2015/16. (It was stated that the budget was not complete for submission to the parish as yet and a budget should never show a deficit). With a possible bank balance of £4,270 at the end of the current financial year, the total bank balance for 2015/16 could be anticipated at £4,770, including £3,361 New Homes Bonus Grants ring-fenced for Parish benefit, giving a total disposable budget balance of £1,409 for the fiscal year if the precept were to remain at £16,500, as 2014/15.

Following this discussion it was unanimously **RESOLVED that Hormead Parish Council issue EHDC a precept of £16,500 for 2015/16.** The completed precept form was signed by the Chairman, two councillors and the Clerk.

Clerk

15.009 Correspondence

The three items of correspondence were noted as appeared on the agenda.

Clerk

- 15.010 Special Interest Matters**
- 1. Village Hall.**
- Cllr Basely said things were progressing well. It was hoped the scaffolding would be removed by the end of January. Grants money has been received. Bookings enquiries are coming in. A grand opening is being planned. The Meeting Room will be made available for the Parish Council to hold its meetings at no charge, for which the Council expressed its appreciation. **DB**
- 2. Highways.**
- Cllr Madden reported that he had met with MP Oliver Heald and he had followed up the discussion with Herts Highways. A traffic survey has been conducted and sight of the report has been requested. **DM**
 - The open letter that Cllr Madden had written, incorporating a report and appeal for helpers, for inclusion in the January Newsletter as discussed with the editor, was not published; only a very brief summary was printed. It was agreed to print the letter in full in a Parish Council News Bulletin to go out as an insert in the February Newsletter **DM**
DB
 - The possibility of white lining the junction of Worsted Lane and The Street is being investigated. **DM**
 - Flooding problems by the cemetery on the B1038 are inevitable in heavy rain, being caused by run-off from the field and cannot be resolved.
- 3. Footpaths and Byways:** Nothing to report. **RED**
- 4. Website:** The Clerk had no progress to report **Clerk**
- 5. Parishioners' concerns and other matters:** None received
- 15.011 The Meads and Pavilion**
1. The Meads generally: Discussed under 15.008.3 above **Clerk**
 2. Maintenance contract: Discussed under 15.008.3 above **Clerk**
 3. Play area repairs quote and recommendation: Discussed under 15.008.3 above **TM/Clerk**
 4. Other matters: none
- 15.012 Urgent matters received too late for inclusion on the agenda:** None
- 15.013 Items for future agendas**
- Newsletter update: Discussed under 15.010.2 **ALL**
 - Revised Standing Orders **ALL/DB**
 - Asset Register Review **RED/Clerk**
 - Neighbourhood Plan update. Cllr Robb Denham said a Buntingford meeting was being held on 20th January; he commented that the main problem is that EHC have not produced their own Plan. **RED**
- Adjournment for public comments**
- Following a vote at 9.24pm it was **RESOLVED that the meeting be suspended to allow public comments.**
- No comments were brought.
- The Parish Council Meeting resumed at 9.25pm***
- 15.014 Future Parish Council meetings:**
1. There was a consensus to continue with monthly meetings.
 2. It was **RESOLVED that the Chairman would call the 2015 Annual Meeting for the Parish on Thursday 30th April 2015.** **JD/Clerk**
 3. The next Parish Council Meeting will be on Thursday 19 February at 8pm in the Pavilion **ALL/Clerk**

The Chairman thanked everyone for attending and closed the meeting at 9.30pm

Signed.....Dated.....