

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting
Thursday 19 February 2015 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 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

15.015 Apologies for absence **ACTION**

1. Councillors: Cllr Richard White – work commitment
2. Others: PCSO Amanda Higham – on leave

15.016 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 (VHMC Chairman); Cllr Denis Madden – a DPI on the Planning application for Kenyon House (owns the property).
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.

Cllr Robb Denham asked Cllr Kilby whether his wife had another employment for his Register of Interests, which appeared to show only one. However, the register was clarified as being correct as Ardley is a separate parish to Aspenden.

15.017 To approve Minutes of the Parish Council Meeting held on 15 January 2015

The Clerk drew members' attention to two minor amendments incorporated into the unapproved Minutes sent out with the summons. Cllr Kilby objected that a vote had taken place in his absence on the matter of bi-monthly meetings. The Clerk clarified that a vote was not taken because it had not been an agenda item; there was simply an agreement amongst those present. Also that it was the accuracy of the Minutes, not the content, that was for approval. Following a vote of 4:1 it was **RESOLVED that the Minutes of the Parish Council Meeting on 15 January be approved as a true and accurate record.** The Chairman signed the Minutes at the end of tonight's meeting.

JD/Clerk

15.018 Police Report

PCSO Higham did not submit a report. The Clerk said he had followed up the matter of the theft from the church not being included in the PCSO's January report. PCSO Higham had said the omission was simply an oversight. The Clerk reported that the latest East Herts Rural Police Team newsletter was now on the Council's website.

15.019 Chairman's Announcements

None

15.020 PLANNING

1. New applications:

3/15/0040/FP Kenton House, Hare Street: *Demolition of disused motor repair workshop and erect a 2 bed dwelling.* Discussed as a late item in January, there were no comments. It was included on the February agenda to complete the record of applications. Cllr Madden requested permission to address the meeting. He said that although the previous application for change of use had been approved, the new planning application had been submitted following positive comments at the EHC Development Control meeting that a new building would enhance the street view. *There was no further vote.*

2. Decision Notices

3/14/2297/FO Gelders, Conduit Lane: removal of onerous condition 3 of 3/E793*/172, agricultural tie **REFUSED: Contrary to GBC3 & GBC7**

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: Late application

3/15/0252/FUL: Great Hormead Hall, Hall Lane: *Consultation on erection of an agricultural grain/machinery store. Due to the lateness of receiving this and the fact that the deadline for comments was one week before the next Parish Council meeting, it was agreed to call an extraordinary meeting on 3rd March at 7pm to discuss this application.*

JD/Clerk

15.021 FINANCE

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

Finance Summary from 1 to 31 January:	£
Opening available balance 1/1/15:	7,605.26
Plus income to 31/1/15:	0.00
Minus expenditure to 31/1/15:	<u>1,534.41</u>
Balance available to Council 31/1/15	<u>6,070.85</u>
Unpresented cheques as at 31/1/15:	<u>0.00</u>
Bank balance reconciled with statement #374, 31/1/15	<u>6,070.85</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). Cllr Kilby questioned the Clerk why money had been wasted on three members and the Clerk going the HAPTC Elections Training, which he said was only for clerks and for which it was only necessary for the Clerk to attend. Cllr Marks asked to whom the question was addressed and Cllr Kilby responded it was to the Clerk, to which Cllr Marks said it was councillors, not the Clerk, who made their own decisions to whether to go. It was then clarified that the training was mainly for councillors as they were the potential nominations for election, not the clerks who have little electoral responsibility. All councillors had received the information and had had the opportunity to attend if they wished. Individual members present at the meeting had put their names forward and the Clerk had made the booking accordingly. Those who went to the training said it had been very helpful. By a vote of 4:1 it was **RESOLVED to approve all the invoices presented for payment.**

Clerk

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

3. 2015/16 Budget.

Further to the January meeting, a nominally revised budget presentation was discussed. It was explained that the figure for councillor training had been increased to cover what might be necessary after the May election. The balance at year ending 31 March 2016 was projected to be £4,161, which includes £3,361 from the New Homes Bonus Grant ringfenced for community projects. Following a vote it was unanimously **RESOLVED that the revised budget for 2015/16 be accepted.**

Clerk

4. New Transparency Code for Smaller Authorities

The Clerk outlined the implications of the new Code that is to be introduced following anticipated Parliamentary approval in March. An overview and timetable had been circulated to members, as had a copy of the full Code published by the Dept for Communities and Local Government. Certain aspects were highlighted by the Clerk: 1) The law will necessitate changes to the auditing procedure and requirements, including publication of details of items expenditure over £100, for Authorities with a turnover of less than £25,000 pa (ie will apply to Hormead PC). This data and information is to be published no later than 1st July. 2) The Draft Unapproved Minutes of all formal meetings must be published on the PC's website within one month of the date of the meeting. (The draft can still be amended up to the date of the summons to the next meeting). 3) The Agenda for meetings must be published on the PC's website under the three clear days rule and must include all associated meeting papers.

Clerk

The Clerk advised that the Automatic Precept Referendum will not be applied in 2015/16.

15.022 Correspondence

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

Clerk

15.023 Special Interest Matters

1. Village Hall.

- Cllr Baseley said things were progressing, but the exact timetable for completion was not yet certain. The scaffolding had now been removed. Grants money has been received and another grant applied for from Biffa to enable the Meeting Room to be completed. Cllr Marks said that if needed, more grants money would be available in the new financial year. Cllr Baseley said there was a lot of appreciation for all the work done by Sheila Beetles.

DB

2. Highways.

- Regarding DriveSafe, Cllr Madden said it was disappointing that even after the recent appeals for help, including in the PC Newsletter, no more volunteers had come forward. **DM**
- Cllr Madden said he had enquired about the result of a Herts Highways survey but not been able to get a response. It was suggested he might submit a request under the FOI Act. **DM**
- He had been communicating with the Barkway Chairman about the mutual problems created by HGVs. It seemed that all avenues pursued seemed to hit a brick wall. **DM**
- No response yet about the broken salt bin at the Worsted Lane/The Street junction. **DM**
- The possibility of white lining at the same location had also received no response yet. Upon close inspection there are traces indicating the junction had been lined at some point in the past. The case therefore seemed to be one of reinstatement. **DM**

3. Footpaths and Byways: Nothing to report. **RED**

4. Website: Nothing to report. **Clerk**

5. Parishioners' concerns and other matters: None received

15.024 The Meads and Pavilion

1. The Meads generally: all covered in items below
2. Maintenance contract: Earthworms had agreed to work to the revised contract schedule agreed at the last meeting. Cllr Baseley asked that a formal contract be sent to Earthworms for their agreement and setting out the Council's requirements and resolved at the January meeting. **Clerk**
3. Play area repairs: Cllr Marks reported that £1,000 has been secured from DC Rose Cheswright's Locality Budget and that an application for up to £500 had been made to EHC from their Community Activities Grants pot; their decision would be known sometime after the deadline date of 2nd March. She also said other funding streams were being explored. **TM/Clerk**
4. Other matters: Stephen Ruff has said that he will clear the River Quin of debris during the spring and summer months, a project for which others have also volunteered their help. The Clerk suggested the Parish Council might consider some recompense for this work, particularly since it would reduce the flood risk to the Pavilion. The Environment Agency has no schedule or priority for undertaking this. Cllr Baseley suggested it might come under the remit of Thames Water – the Clerk to check. Cllr Robb Denham asked whether the clearance was intended to include north of the B1038 bridge. The Clerk said he would clarify. **Clerk Clerk**

15.025 Neighbourhood Plan

Cllr Robb Denham said that there had been no progress on the Hormead plan. However, Buntingford was moving forward and he had sent information for inclusion. Hormead could still have more input if a quorate meeting could be held - the last two Hormead Forum meetings were inquorate and therefore no decisions could be made. **RED**

15.026 Urgent matters received too late for inclusion on the agenda: None

15.027 Items for future agendas

- Revised Standing Orders
- Asset Register Review

RED/Clerk

Adjournment for public comments

Following a vote at 9.25pm it was **RESOLVED that the meeting be suspended to allow public comments.**

- A parishioner asked why the Parish Council paid £360 a year to BT for the Hare Street phone box upkeep. The Clerk responded that the payment was made under a contract signed in 2008. The parishioner said it was possible to get the necessary work done at no cost, as was happening in another parish. The parishioner said she would send the Clerk details; the Clerk responded that he would be pleased to receive the information in order to make enquiries.
- It was noted that the Hare Street phone box is still operational but that the Great and Little Hormead phone boxes have been decommissioned and belong to the Parish. It was agreed to check their status on the PC's Asset Register.

Clerk

Clerk

The Parish Council Meeting resumed at 9.33pm

15.028 Future Parish Council meetings:

1. Planning Extraordinary meeting Tuesday 3rd March 7pm in the Pavilion
2. Next Parish Council Meeting Thursday 19 March at 8pm in the Pavilion

JD/Clerk

The Chairman thanked everyone for attending and closed the meeting at 9.34pm

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