

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting
Thursday 19 March 2015 at 8pm in the Meads Pavilion

PRESENT: Cllr Jayne Denham, Chairman (JD); 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

15.032 Apologies for absence

ACTION

1. Councillors: Cllr Dave Baseley; Cllr Robb Denham – Neighbourhood Plan meeting at Buntingford; Cllr John Kilby – business commitment
2. Others: None

15.033 Declarations of Interest and Dispensations

1. Declarations of Interest: Cllr Teresa Marks – a DPI as wife of the Clerk
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.

15.034 1. To approve Minutes of the Parish Council Meeting held on 19 February 2015

No comments having been received it was ***taken as read that the Minutes of the Parish Council Meeting on 19 February were a true and accurate record.***
The Chairman signed the Minutes.

2. To approve Minutes of the Extraordinary Parish Council Planning Meeting held on 3 March 2015

No comments having been received it was ***taken as read that the Minutes of the Extraordinary Parish Council Planning Meeting on 3 March were a true and accurate record.***
The Chairman signed the Minutes.

15.035 Police Report

No report made

15.036 Chairman's Announcements

The Chairman said she wanted to clarify the position regarding the question posed by a parishioner at the 19th February Parish Council meeting asking why the Parish Council annually paid £300 (excl VAT) to BT for the Hare Street phone box, which was an unnecessary cost. The Chairman said the annual fee related to the Sponsor a Kiosk contract signed on behalf of the Parish Council in September 2008 by that parishioner whilst she was the Council's Clerk and which was referenced on BT's annual invoice. The Chairman also noted that the parishioner had offered to provide the PC with information that would enable it to save this annual fee, but as yet no information had been forthcoming.

15.037 PLANNING

1. New applications:

3/15/0361/FUL Lavender Cottage, Hare Street: *Installation of outdoor menage.*

The Parish Council had NO OBJECTIONS

Clerk

2. Decision Notices

3/15/0252/FUL Great Hormead Hall, Hall Lane: *Erection of agricultural grain/machinery store*
DECISION AWAITED

3/15/0040/FP Kenton House, Hare Street: *Demolition of disused motor repair workshop and erect a 2 bed dwelling.*
DECISION AWAITED

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

15.038 FINANCE

1. The report of the Council's finances for 1 to 28 February was received (Appendix A)

| | |
|--|------------------------|
| Finance Summary from 1 to 28 February: | £ |
| Opening available balance 1/2/15: | 6,070.85 |
| Plus income to 28/2/15: | 1,000.00 |
| Minus expenditure to 31/1/15: | <u>1,047.02</u> |
| Balance available to Council 31/1/15 | <u>6,023.83</u> |
| Unpresented cheques as at 31/1/15: | <u>140.00</u> |
| Bank balance reconciled with statement #375, 27/2/15 | <u>6,163.83</u> |

The Clerk explained that the £1,000 income was the grant from Cllr Rose Cheswright's Locality Budget and was therefore ring-fenced for the play area. The bank balance also included £1,534 from the 2011/15 New Homes Bonus, which is ring-fenced for community use. Taking into account payments of £1,084.48 due to be paid in March, the available balance including ring-fenced should be £4,939.35 at the end of March (year end) against the 2014/15 budget of £2,955. The available balance exclusive of ring-fenced monies should be £2,405.35. A VAT reclaim for £269.44 was made this week, but may not be received until April.

Clerk

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

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

2. List of payments. It was unanimously **RESOLVED to approve all the invoices presented for payment.**

| Date | Payee | Item | £ | Chq | Power |
|------|-------------------|-------------------|--------|--------|---|
| 11/3 | C Marks, Clerk | Salary Feb | 395.80 | 101253 | LGA 1972 s112(1), (2A), & s151; LA 2011 s41 |
| 16/3 | C Marks, Clerk | Exp Feb | 26.28 | 101254 | LGA 1972 s111 |
| 19/3 | Clerk, Petty Cash | Petty cash top-up | 2.40 | 101255 | LGA 1972 s111 & s112 |
| 19/3 | SC Ruff | Litter picking | 280.00 | 101256 | OSA 1906 s9 & s10 |
| 19/3 | Earthworms | Meads maint | 380.00 | 101257 | LG(MP)A 1976 s19 |

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

Clerk

3. Review of the Internal Audit arrangements for 2014/15.

Following a discussion it was unanimously **RESOLVED that Steve Vine again be appointed as the Internal Auditor for the 2014/15 audit.**

Clerk

15.039 Correspondence

The six items of correspondence were noted as appeared on the agenda. The Clerk said there was one additional: Hare Street & Hormead CC had just confirmed eight home fixtures at the Meads for the coming season. The groundsman and pavilion cleaner had been notified. Cllr Madden expressed interest in attending the EHAPTC meeting with EHC on 28th April. The Clerk said he would forward him the details. Regarding the Air Ambulance clothing bank, the Clerk said that 82 bags had been deposited there in its first three months of opening last year and that he was awaiting update information. The clerk was asked to make a report in the Newsletter. There had also been an email from Anstey Parish Council about HGV concerns relating to the quarry. This was discussed under Highways (15.040.2)

Clerk

15.040 Special Interest Matters

1. **Village Hall.** No report in Cllr Baseley's absence

2. Highways.

- Cllr Madden said no progress had been made with Drivesafe. **DM**
- He had noted the concerns of Anstey Parish Council regarding the quarry HGVs. This is a well known and ongoing problem for Hare Street in particular, and it is very difficult to get East Herts to take any action. **DM**
- Cllr Madden said he has booked to attend the Highways Liaison meeting with EHC on 9th April. **DM**

3. Footpaths and Byways: No report in Cllr Robb Denham's absence. **RED**

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

5. Parishioners' concerns and other matters: None received

15.041 Meads field and buildings

1. The Meads generally: The Clerk reported that the Meads and play area had been cut in accordance with the agreed maintenance schedule. Whilst doing so, the groundsman discovered a leak in the cricket square stop cock. Cllr White had attended and managed to reduce the water flow to a trickle. The leak has washed out the ground and caused the stop cover to sink some 12 inches, Cllr White said he would locate the mains tap in the Pavilion and once the water has subsided, he will replace the faulty stop cock and reinstate the cover, which should be possible before the cricketers' first home match in May. **RW**
2. Maintenance contract: The written contract had been sent to Earthworms as agreed at the last meeting. As reported above, the maintenance contract is underway and the invoice itemised under Finance reflects this.
3. Play area repairs: Cllr Marks submitted an update report. The £1,000 from DC Rose Cheswright's Locality Budget is in the bank, as reported under Finance. News of the application for £500 from the EHC Community Activities Grants pot was awaited; the deadline of 2nd March has been extended. She said she had submitted outline details to a fundraiser and would be approaching other funding streams recently identified by NALC. Cllr Marks and the Clerk had arranged to meet a Sovereign Play representative at the play area the following Monday with a view to getting a fully itemised plan to support the funding efforts. **TM/Clerk**

15.042 Neighbourhood Plan

The Chairman said that Cllr Robb Denham was attending the NP meeting at Buntingford this same evening and she wished to place on record that he done many hours of hard work to keep the Plan alive for the Parish. He has been through every questionnaire to analyse the responses in an effort to ensure the Parish's interests are represented within the Buntingford Plan. She said it was a pity that no one had come forward to help for some months and the most recent Hormead Forum meeting could not go ahead because only two parishioners attended, short of the required quorum of three. Cllr Marks proposed a vote of thanks and it was unanimously **RESOLVED to record a vote of thanks to Cllr Robb Denham for his hard work on the Neighbourhood Plan** **RED**

15.043 Revision of Standing Orders: Deferred until next meeting **RED**

15.044 Review of Asset Register: Deferred until next meeting **RED**

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

15.046 Items for future agendas: None

Adjournment for public comments

Following a vote at 9.23pm it was **RESOLVED that the meeting be suspended to allow public comments.**

- There were no comments

The Parish Council Meeting resumed at 9.24pm

15.047 Future Meetings:

1. Thursday 16th April - Parish Council Meeting at 8pm in the Pavilion
2. Thursday 30th April - Hornead Parish Annual Meeting, venue and time tbc

JD/Clerk

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

Signed.....**Dated**.....