

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting Tuesday 21 June 2016 in the Meads Pavilion at 8pm

PRESENT: Cllr Jayne Denham, Chairman (JD); Cllr Robb Denham (RED); Cllr John Kilby (JK); Cllr Marty Kilby (MK); Cllr Teresa Marks (TM); Cllr Matthew Reeves-Hairs (MRH); Cllr Richard White (RW)

Police Sgt Duncan Wallace and four members of the public

Clerk: Colin Marks, Clerk to the Parish Council

ACTION

The Chairman welcomed everyone and opened the meeting at 8pm.

16.080 Apologies for absence

1. Councillors: None (all present)
2. Others: County Cllr Rose Cheswright (HCC meeting)

16.081 Declarations of Interest and Dispensations

1. **Declarations of Interest:** Cllr Teresa Marks - a DPI as wife of the Clerk in relation to his payments, as stated on the agenda. Cllr Reeves-Hairs on all Village Hall matters, being Chairman of the VH Committee.
2. **Dispensations** (i) 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, as stated on the agenda; (ii) To receive requests for dispensations: NONE
3. **Requests for dispensations:** NONE.

16.082 Minutes of the Annual Parish Council Meeting held on 12 May 2016

No written amendments having been submitted, it was **RESOLVED that the Minutes of the Annual Parish Council Meeting on 12 May 2016 were a true and accurate record as drafted.** The Chairman signed the Minutes.

JD/Clerk

16.083 Minutes of the ordinary Parish Council Meeting held on 19 May 2016

No written amendments having been submitted, it was **RESOLVED that the Minutes of the ordinary Parish Council Meeting on 19 May 2016 were a true and accurate record as drafted.** The Chairman signed the Minutes.

JD/Clerk

16.084 Draft Minutes of the Annual Meeting of the Parish held on 19 May 2016

The draft Minutes were received. To be approved at the 2017 Annual Parish Meeting.

JD/Clerk

16.085 Police Report given by Sgt Duncan Wallace

Incidence of crime in the area remains low. Between 1st May and 21st June (this evening) there were two recorded incidents in Hare Street. 1. Domestic harassment; 2. An isolated burglary, where nothing was taken, but damage was caused during entry. There was also an incident when a car and a van got hooked together, and police from Hertford are attending an incident in Willow Close this evening – no details at present.

Sgt Wallace then apologised and left to attend to another matter. The Chairman thanked him for coming to the meeting.

16.086 Chairman's Announcements

The Chairman thanked everyone who helped to make the QEII Birthday Celebration on 11th June such a roaring success. £115.50 was raised on the raffle and a decision has yet to be made where it should be donated, but RATS was favourite with parishioners on the night. It was therefore AGREED to donate the proceeds of the raffle to RATS.

The Chairman then read an open letter addressed to Councillor M Kilby, asking for it to be included in the Minutes and on the website. Cllr Marks also read a statement and asked for it to be Minuted. Accordingly, both are reproduced as an appendix to these Minutes. The ensuing discussion became intense and the Chairman adjourned the meeting for 10 minutes at 8.35pm.

The meeting was reconvened at 8.45pm.

16.087 PLANNING

1. New applications: NONE

2. Decision Notices

3/16/1062/HH Bradbury Farm, Hare Street: *Single storey extension to garage and relocation of existing oil tank* **DECISION AWAITED**

3/16/0985/HH Quinta, Hare Street: *Removal of roof, replace with higher roof & eaves. Incl 5 roof dormers to create first floor accommodation* **GRANTED**

3/16/0710/FUL /reconsultation Land off Park Road, Gt Hornead: *Erection of 3 detached houses, associated landscaping and balancing pond and erection of village shop.* **REFUSED**
 Contrary to Policies ENV1, ENV2, ENV11, ENV 16, BH6, and NPPF s11

3/15/1689/FUL Steelcraft Works, Hare Street: *Demolition of existing buildings and removal of hard standing. Erection of five detached dwellings with parking and landscaping.*
Reconsultation DECISION AWAITED

3/15/1235/HH Meadowlands, Little Hornead: *Raising roof ridge with 3 no dormer windows, two storey rear extension, demolition and replacement of garage* **DECISION AWAITED**

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

3. Other Planning matters - Including any received too late to be included on the agenda:

1. The latest SLAA informal stakeholder consultation was received. The deadline for comments was noted as 22nd July
2. Cllr Reeves-Hairs asked whether there had been any progress on Royal Mail’s plan to install a lamp pillar box at Silkmead Farm Ind Estate. The Clerk said he did not expect to hear further since Royal Mail are obligated to put the box in, but there’s no known time-frame.

16.088 FINANCE

1. Report of the Council’s finances for May was received (Appendix A)

Finance Summary from 1 to 31 May	£
Opening available balance 396, 1 May	12,047.28
Plus income 1 to 31 May	492.66
Minus expenditure 1 to 31 May	<u>4,357.84</u>
Balance available to Council 30 April	8,182.10
Minus previous month’s presented cheques	440.66
Plus unpresented cheques as at 30 April	<u>809.40</u>
Bank balance reconciled with statement #397, 27 May	<u>8,550.84</u>

It was unanimously **RESOLVED that the Accounts Statements be accepted.**
An accounts summary is published each month in the Minutes on the website.

Clerk

2. Accounts/bank statement reconciliation. A copy of bank statements 396 - 397 was presented to the Council and noted to reconcile with Accounts Appendix A. Cllr White, as a non-signatory member, signed the accounts and statement reconciliation as correct.

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

Date	Payee	Item	£	Chq	Power
31/5	Clerk	Salary May	421.40	1396	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
21/6	Clerk	Mileage etc May	44.30	1397	LGA 1972 s111
21/6	Clerk	Petty cash May	10.58	1398	LGA 1972 s111, 114, 140
21/6	Tower Mint Ltd	QEII 90 th medals	307.70	1399	LGA 1972 s137
21/6	Accounts Serv	Internal audit	150.00	1400	LGA 1972 s111

21/6	Earthworms	Meads May	865.00	1401	LG(MPA) 1976 s19
21/6	Clerk reimburse	BBQ coal etc	48.05	1402	LGA 1972 s145
21/6	SC Ruff	Litterpick to 17/6	260.00	1403	OSA 1906 s9 & s10
21/6	R Chinn Plumber	*Replacement chq for 1391 (cancelled)	250.00	1404	LG(MPA) 1976 s19
Recoverable VAT included £51.25					

*It was noted that on cheque 101391, 19/5/16, for the hot water tank repairs, the payee details had been made out incorrectly. It was cancelled and replaced by cheque 101404. Cheques were signed at the end of the meeting.

Clerk

4. No agenda item

5. Annual Return 2015/16

1. **Approval of Annual Governance, Section 1, 2015/16.** It was unanimously **RESOLVED to approve and sign the Annual Governance Statement.** The Chairman and the Clerk signed the Annual Return, Section 1.

JD/Clerk

2. **Approval of Accounting Statements, Section 2, 2015/16.** There was a discussion regarding the value of the fixed assets which was to be restated for the year ending 31 March 2015, following which it was unanimously **RESOLVED to approve and sign the Accounting Statements.** The Chairman and the Responsible Financial Officer signed the Annual Return, Section 2.

JD/RFO

It was agreed that the asset register should be reviewed during the coming year.

16.089 Correspondence

Seven items of correspondence were noted as appeared on the agenda:

- EHC: SLAA informal stakeholder consultation (16.087.3.1)
- EHC: Notice of July meetings
- The Debdcycle Team: Carver Barracks cycle ride poster - 3 September
- CPRE: Save London's Green Belt information
- ALCC: Membership information/application
- CDA for Herts: Invitation to renew membership
- Fields in Trust/British Legion: The Centenary Fields Programme for commemorating WWI 2014-2018

Three further items of correspondence from parishioners were received by the Chairman complementing the Parish Council on the success of the QEII 90th Birthday Celebrations.

A letter had also been received from the Mothers & Toddlers Group who were considering closing the Group down because there are longer any members. They asked whether the Parish Council would hold any funds and proceeds until such time as the Group restarted. The Council agreed it would if and when it happened.

16.090 Special Interest Matters:

1. **Village Hall:** Cllr Reeves-Hairs. The entrance crossover is in the process of being resolved. Nothing has been heard yet about the outcome of the informal consultation for a PTRO to mark part of the road with double yellow lines. The regrading of the drive is being done. On the financial side, bookings from November to March were £1,552, April – May £550, and to date, bookings up to November are £1,070, all subject to VAT.

MRH

2. Highways:

1. **Willow Close/Horseshoe Hill junction: Damaged bank and road surface:** It was noted that although much of Willow Close has now been resurfaced (very poorly in the estimation of residents), the length of road entering the Close from Horseshoe Hill had not been done, nor had any repairs been made there to the damaged verges and bank.

Clerk

3. Footpaths and byways:

1. **OS map licence.** The Clerk said he had spoken to James Wyld at the QEII event and asked for more information as to exactly what was needed. The proposal was for a map of local walks, as opposed to those that follow the various well-mapped Footpaths that traverse the parish. James said he would give it some thought, although he was in the middle of a very busy time at present.

JW/Clerk

4. **Website:** Nothing to report. Clerk
5. **Parishioners concerns:** No other concerns raised. Clerk
- 16.091 Meads field and buildings**
- 1. Pavilion and general**
1. The cricketers have identified that the water puddling outside the shower area is due to one of the showers spraying water onto the door, which has no drip strip and is located outside the raised edge of the showers floor. In the short term they won't use that particular shower head RW
 2. It was agreed to confirm Oliver Northover as the pavilion cleaner
 3. Broken cricket roller: Cllr John Kilby reported that some progress has been made in identifying the problem, but there is still some way to go in effecting a repair. He is in touch with club chairman Angus Batey to keep them updated. JK/Clerk
- 2. Meads maintenance**
1. Dog-waste bin, mid-Meads: East Herts confirmed they will not empty it.
 2. Danger sign repair: In hand with Cllr White. RW
 3. New carpark gate: Deferred to the next meeting RW/Clerk
- 3. Play area:**
1. Funding update: Nothing to report. TM
 2. Noted that the Annual RPII inspection will take place in July
- 16.092 Neighbourhood Plan:** With East Herts. Final consultation period concludes on 30th June.
- 16.093 QEII 90th Birthday celebration, 11th June:** Report to follow in July JD
- 16.094 Venue for Parish Council meetings.**
It was suggested that the Village Hall would be more comfortable and user friendly. It was noted that the Gardening Club use it on Thursdays, which would mean changing the night for Parish Council meetings. It was also argued that the Council shouldn't pay for a venue when it has its own. Another view was that it would be supporting the community. It was suggested that it might cost £20 an hour. It was agreed to investigate availability and confirm costs and discuss again in July Clerk/
MRH
- 16.095 Late items and items for future agendas**
- Meads Car park: new gate and access (July meeting) RW/Clerk
 - War Memorial cleaning (IMI Memorial Cleaning Service or similar). Agreed to contact East Herts Conservation Officer for advice and follow up possible grant funding. Clerk

At 10.15pm it was **RESOLVED to suspend standing orders for public comments**

- There were no comments

The Meeting was resumed at 10.16pm

- 16.096 Dates of next Meetings:**
Thursday 21st July, 8pm in the pavilion. Clerk

The Chairman thanked everyone for attending and closed the meeting at 10.17pm

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

Following their request, the Chairman's open letter and a statement by Cllr Marks is reproduced in the appendix below.

APPENDIX: Agenda item 16.086 Chairman's Announcements

Open letter read at the meeting by the Chairman

This is an open letter to Mrs Margaret Kilby

Ever since I have been on the Parish Council you have both verbally and put in writing personal and insulting comments about me that have no truth. You have done this both as a parishioner and since joining the council as a councillor. Since being a councillor you have done your utmost to bring the council into disrepute. I am at a loss as to why you joined the council as to my knowledge apart from your personal insults your contribution has been a couple of cakes and two raffle prizes for two events held at the Meads.

We lost a good councillor because of you; the Clerk has put in a grievance about you that was actioned and upheld. As a volunteer I do not have the same course of justice as him, hence my letter to you that I will ask to be put in the public domain (our website).

You have had letters yourself put in the public domain and stated facts which were untrue. Your latest one is about a meeting you yourself could not even be bothered to attend; you chose to "clerk" elsewhere. Again showing your lack of commitment, and this is over something that you have stated in writing you felt very strongly about. You wrote this letter as a councillor not as a parishioner and yet again could not resist insults about your fellow councillors.

I have seen my name vilified in the local newsletter on many occasions and have not responded, choosing instead to not dignify your views of me with any remarks. Your latest letter however has gone too far stating facts about me and a fellow councillor which are way off mark. Has no one ever told you that race, religion and gender are discriminatory and will not be tolerated in the workplace or as a volunteer in any organisation?

I am the current Chairman and will be for the next year whether you like it or not and your bullying and insulting behaviour will not change this.

To be a good councillor you do not have to like me. However, commitment to the parish and parishioners should be upmost in your mind, not that you wish to bring the council down at every given opportunity that you see fit.

Jayne Denham
Hormead Parish Chairman

Statement read to the meeting by Cllr Teresa Marks

I consider the comment made about me in the letter to East Herts Planning, which went up on its website, to be libellous. It clearly infers that my vote was based on my relationship to both the Chairman and to the planning applicant because we all attend the parish church. It infers that I colluded with the Chairman, which I deny emphatically. I categorically state that I had never met or spoken to the applicant before the night of the planning meeting (19th May), and I have only been to Great Hormead church to attend a Christmas carol service (twice), and to a funeral about 8 years ago. The letter went into the public domain and I am considering taking legal advice.

I also object to the email sent to the Clerk on 14th June asking if I had been sent the agenda before it was sent to Cllrs J & M Kilby and whether they had been excluded. I state categorically that I have only ever seen Parish Council papers at the same time that they are sent to all Council members.

Cllr Teresa Marks
21/6/16