

HORMEAD PARISH COUNCIL

**Minutes of the Hormead Parish Council Meeting
Thursday 19 October 2017 in the Meads Pavilion at 8pm**

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

3 members of the public and Police Sgt Duncan Wallace

Clerk: Colin Marks, Clerk to the Parish Council

ACTION

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

17.117 Apologies for absence

1. Councillors: Cllr R White (work); Cllr R Denham (unwell)
2. Others: Rev K Peacock

17.118 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 Matthew Reeves-Hairs: Chairman of the Village Hall Committee, as stated on the agenda.
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. **To consider requests for dispensations:** NONE.

17.119 Minutes of the Parish Council Meeting held on 21 September 2017

It was **RESOLVED that the Minutes of the Parish Council Meeting held on 21 September were a true and accurate record.** The Chairman signed the Minutes.

JD/Clerk

17.120 Police Report by Sgt Duncan Wallace.

Six crimes were reported since August, two of which turned out to be non-offences and one of which was a burglary at the old steelcraft works. This is half the number reported in the same period last year. Across East Herts, however, reported crime has increased 13% in the same period. Two non-local people are being interviewed by Lincolnshire Police in connection with the steelcraft burglary.

Regarding the articulated lorries problem in Andersons Lane, this was almost certainly another sat-nav related issue. There is little that can be done; a sign could possibly be erected with Highways consent, funding for which might be available from the County Councillor's Highways Locality Budget.

The Chairman thanked Sgt Wallace, who then left the meeting at 8.12pm

17.121 Chairman's announcements

A very nice letter of thanks had been received from Rev Peacock for the use of the Meads for the Harvest Festival, which was a great success.

17.122 PLANNING

1. New applications

3/17/2234/PNHH Bluebell Cottage, Hare Street: Demolish conservatory and erect single storey rear extension - Max depth 5.485m; Max height 4.00m; Eaves height 3.7m. Permission may not be needed.

RESOLVED: To make NO OBJECTIONS

Clerk

2. Decision Notices

3/17/1942/HH 17 Fayland Cottages, Hare Street: First floor rear extension and insertion of first floor window on flank elevation.

DECISION AWAITED

3/17/1862/OUT Hare Street Garage: Outline planning permission: Demolish all existing structures; change of use of the site from mixed use of residential and commercial to wholly residential. Erect four dwellings: a terrace of 3 no. 3-bed properties and 1 no. detached 4-bed property (net gain of three dwellings). Provision for parking and creation of a single point of access onto the B1368.

DECISION AWAITED

UNAPPROVED DRAFT

3/17/1698/HH & 1699/LBC The Shambles, Conduit Lane: Single storey rear extension and cladding walls with weatherboarding to existing rear extension. **GRANTED**

3/17/1614/FUL Land adj to Gelders, Conduit Lane: Demolition of group of former pig farm buildings. Construction of two detached dwellings. **REFUSED**

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. Great Hormead Conservation Area Appraisal: It was **RESOLVED to not meet privately with the Appraisal Officer, but to raise any matters at the public meeting in December/January.** **Clerk**

2. NALC Consultation – Planning the Right Homes in the Right Places: It was **RESOLVED to repond, making reference to the Neighbourhood Plan being over-ridden by EH Planning.** **Clerk**

3. Braughing’s Neighbourhood Plan: Regulation 16 consultation was noted.

4. Consultation on naming the steelcraft development “The Chimneys”. It was **RESOLVED to raise no objections to the proposal.** **Clerk**

17.123 FINANCE

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

Finance Summary from 1 to 30 September:	£
Opening bank balance statement 1 September	8,219.18
Plus income 1 to 30 September	11,245.91
Minus expenditure 1 to 30 September	<u>3,165.13</u>
	16,299.96
Minus presented August cheques 1519, 1521	<u>466.70</u>
Balance available to Council at 30 September (cashbook)	15,833.26
Plus unrepresented Sept cheques 1525, 1526, 1534, 1536, 1540, 1541	<u>1,417.30</u>
Bank balance: reconciled with statement at 30 September	<u>17,250.56</u>
Petty cash in hand	<u>50.00</u>

Accounts/bank statement reconciliation. It was noted that the Accounts sheet (Appendix A) and bank statement reconciled. It was unanimously **RESOLVED that the Accounts Statements be accepted.** Cllr Reeves-Hairs, as a non-signatory member, signed the accounts sheet and bank statement reconciliation. **Clerk**

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

2. Performance to date against budget

The Clerk presented the actual financial position against the total budget as at 30 September. Expenditure to date is £13,547 net vs £23,602 total budget. Income to date is £22,971 vs £22,565. Meads rent is down £440, but grants received are up £770. The projected balance at year-end is £6,545 vs £5,922 budget, although there will be as yet unconfirmed costs for the flood prevention measures on the pavilion waste water pipe (£400 from reserves allowed for). It was also noted that Meads income is expected to be down by approximately £600 against budget due to fewer cricket hires in the 2017 season. It was unanimously **RESOLVED to accept the report as presented.** An itemised budget report as at 30 September appears on the website. **Clerk**

3. Payments. It was unanimously **RESOLVED to approve all the invoices presented for payment: (Appendices B1 and B2)**

Date	Payee	Item	£	Chq	Power
-	cancelled	cancelled	-	1537	
-	cancelled	cancelled	-	1538	
-	cancelled	cancelled	-	1539	
30/9	HMRC	PAYE July-Sept	23.60	1540	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
30/9	Clerk	Salary September	564.70	1541	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
19/10	BT Payphones	Hare Street kiosk	360.00	1542	LGA 1972 s144
19/10	SC Ruff	Litterpick to 6/10	260.00	1543	OSA 1906 s9 & s10
19/10	Clerk	Mileage etc Sept	28.16	1544	LGA 1972 s111

UNAPPROVED DRAFT

19/10	Clerk (cash)	Petty cash Sept	16.66	1545	LGA 1972 ss111, 114,140
19/10	Earthworms	Meads Sept	738.00	1546	LGA(MP)A 1976 s19
19/10	British Legion	Poppy wreath	30.00	1547	LGA 1972 s137
Recoverable VAT included: £ 183.00					

Cheques were signed after the meeting.

Clerk

17.124 Correspondence

Eight items of correspondence were noted as listed on the agenda:

- Hormead School: Consultation on reducing the published admission number (17.125.4.1)
- Parishioner: Problems with articulated lorries getting stuck in Andersons Lane (17.125.4.2)
- EHC: Conservation Area Appraisal public and Parish Council meetings Dec/Jan (17.122.3.1)
- ICO: New Data Protection Regulations update (17.127)
- HAPTC: NALC consultation on Planning the right homes in the right places (17.122.3.2)
- EHC: Braughing Parish Neighbourhood Plan - Regulation 16 Consultation (17.122.3.3)
- HAPTC: Auto precept referendum consultation – deadline 26 October (17.129)
- BT: Re fibre broadband rollout progress (17.128)

17.125 Special Interest Matters

1. Village Hall. Cllr Reeves-Hairs reported:

- The AGM is on Thursday 26th October.
- The Race Night was very successful and made approx. £1,100 profit. A further anonymous donation was made of £1,000 (which was confirmed would not be spent on the upstairs room).

MRH

2. Highways

- Wheelie bin speed aware stickers: Following a discussion with differing opinions, it was agreed to put a piece in the Newsletter to get parishioners' views on participating. The cost is about £100 for 100 stickers.
- It was noted that the repeater 30mph signs through Hare Street are set very low and therefore obscured by parked vehicles. A minimum height requirement was questioned? Also, the 30mph entry signs are very worn and concerns were expressed that they may no longer be compliant or enforceable, plus they are obscured by foliage that has not been cut back. It was agreed to discuss with Highways.
- There was a discussion on whether Section 106 money could be used for traffic calming and what options are available. This is to be explored. The cost and possibility of installing Speed Indicator Devices (SIDs) was considered and where the most appropriate locations might be. It was agreed that to the south of New Cottages would be ideal for traffic coming from Dassels. It was also noted that even if an SID was fully privately funded, its installation would be wholly at the behest of Herts Highways.

Clerk/JD

Clerk

Clerk

3. Rights of Way - footpaths and byways

1. The PROW Countryside Officer's September report was noted.

4. Parishioners concerns and other matters

1. The School's consultation on its proposal to reduce the published admission number (PAN) was discussed. It was **RESOLVED to send a letter of objection, to ask about priority for local families, and, in light of housing development, to express concerns that the proposed PAN policy might prevent local children being schooled in the parish.**

Clerk

2. The problem of articulated lorries getting stuck in Andersons Lane was discussed with Police Sgt Duncan Wallace in agenda item 17.120 above.

3. The street light out at the War Memorial (reported to Buntingford Town Council) has, contrary to earlier information, been confirmed as not belonging to Circle Anglia. Highways will therefore be asked to resolve the problem.

Clerk

17.126 Meads field and buildings

1. **Pavilion:** Nothing reported.
2. **Shower room ceiling:** Work is in hand.
3. **Flood incident:** Cllr White provided two possible solutions for consideration, one costing approximately £100 and the other in excess of £600. It was **RESOLVED to proceed with the**

RW

RW

UNAPPROVED DRAFT

	<i>cheaper option and to instruct Cllr White's company to undertake the work.</i>	RW/Clerk
	It was noted that the new litter bin has not yet been installed in the play area.	RW
17.127	General Data Protection Regulations (GDPR), May 2018 1. An extract from the latest ICO newsletter had been circulated to members. The Clerk agreed to report further following HAPTC's workshop on 25th October. 2. The Clerk confirmed that the annual Data Protection registration with ICO has been renewed.	Clerk/TM Clerk
17.128	Fibre Broadband rollout The Clerk reported that BT had not provided any helpful information on their programme. Cllr M Kilby offered to take it forward with the Braughing Clerk since it is one of their Neighbourhood Plan objectives. She agreed to copy in the Clerk and the Chairman.	MK
17.129	Auto precept referendum consultation It was RESOLVED to object in principle to a precept cap/referendum being imposed on parish councils because it would be contrary to Localism ideals and impose a financial restriction on small local authorities managing their parish affairs.	Clerk
17.130	Late items and items for future agendas 1. Late items: None received 2. Items for future agendas: <ul style="list-style-type: none">• Audit arrangements for 2017/18.• 2018/19 Budget (information required for November meeting)• To consider new pavilion fire extinguishers and Fire RA• Pavilion RA• New play area equipment/zip wire	Clerk Clerk Clerk/ALL Clerk/MRH Clerk/TM
	Suspension of meeting for public comments At 9.50pm it was RESOLVED to suspend the meeting for public comments. <ul style="list-style-type: none">• A comment was made about the constant operation of the Worsted Lane pumping station.• The Council was asked why no comments further to those made against the original Layston Farm planning application appear to have been made on the second consultation. The Council said it would check what additional comments had been made. Also, it would check on what Section 106 conditions had been set by EH Development Control.	
	The meeting was called to order and resumed at 9.58pm	Clerk
17.131	Date of next Meeting Thursday 16 November at 8pm in the pavilion The Chairman thanked everyone for attending and closed the meeting at 9.59pm	JD/Clerk

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