

HORMEAD PARISH COUNCIL

Minutes of the Hormead Parish Council Meeting Thursday 16 February 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); Cllr Richard White (RW)
Two members of the public

Clerk: Colin Marks, Clerk to the Parish Council

ACTION

The Chairman welcomed everyone and opened the meeting at 8.02pm.

17.014 Apologies for absence

1. Councillors: Cllr Robb Denham (RED) - unwell
2. Others: Police Sgt Duncan Wallace was on holiday

17.015 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 as Village Hall Chairman
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.

17.016 Minutes of the Parish Council Meeting held on 19 January 2017

There being no requests for amendments to the draft, it was unanimously **RESOLVED that the Minutes of the ordinary Parish Council Meeting held on 19 January 2017 were a true and accurate record.** The Chairman signed the Minutes.

JD/Clerk

17.017 Police Report: Sgt Wallace sent a report, which was read by the Chairman.

A summary of crimes within the parish since 1st January and 13th February 2017:
10/12th January – Outbuilding entered in Great Hormead and a hedge trimmer and strimmer taken. No forensic or suspects identified.
18/19th January – Fuel taken from lorry parked at Stonebury Farm. CCTV viewed which shows a vehicle entering but index number unreadable.
20th January – Malicious communication offence, victim from Willow Close, no suspect identified as yet.
3rd February – Malicious communication offence, victim from Hare Street, suspect identified but victim unsupportive of further action.

Further to the report, the Clerk had asked for information on an incident raise at the January meeting: At the last meeting, it was said that gunshots had been reported one night in the Mutfords area - so that would be between New Year and 19th January. Any ideas? I understand that a similar incident in Buckland/Chipping turned out to be a legitimate gamekeeper.

Sgt Wallace responded: We know and liaise with the keeper at Mutfords regularly. He, and other do sometimes conduct pest control (foxes) after dark but generally call us first. He has not reported evidence of poaching which would suggest any such activity was legitimate, although I cannot be certain.

It was suggested that the gunshots may have been bird scarers.

Clerk

17.018 Chairman's announcements

- The Chairman said she had received an email from a parishioner Melanie Dellow who was very concerned about speeding traffic following her dog being run over in by North End Farm in Hare Street. The concerns were not just in respect of animals, but also the potential danger to children. The parishioner asked the PC to pursue speed control measures. The Chairman explained that previously Cllr Madden had unsuccessfully tried over many months to enlist the help of residents to create a Drive Safe scheme in the village, supported by the police, but only two councillors and a councillors wife had offered to help. A working party was then

discussed since Mrs Dellow said she would be happy to rally the troops and to join in. Some councillors expressed the view that solar speed signs are more effective than a speed gun approach. However, they require funding and Highways location approval. The clerk to raise the issue with Sgt Wallace and to consider a funding request from the new County Councillor's Highways Locality Budget following the May elections.

Clerk

- There had been a request for interested parties to arrange a meeting date to discuss arrangements for the June Hoedown.

17.006 PLANNING

1. New applications:

3/17/0284/LBC St Annes Cottage, Conduit Lane: Replace open fire with wood burner, raise chimney and add 90mm terracotta chimney pot. It was **RESOLVED to support the application**

Clerk

3/17/0174/VAR Bury Farm House, Gt Hormead: Variation of condition 2: Change of use of existing buildings to create 3no 3-bedroomed dwellings, 3no 4-bedroom dwellings, 1no five-bedroomed dwelling, provision of outbuildings, garages & office; associated landscaping and access. Demolition of grain store, ancillary building and structures. Revised design to unit 7, resulting in new layout and external appearance. It was **RESOLVED to support the application**

Clerk

3/17/0176/LBC Bury Farm House, Gt Hormead: Internal and external alterations to change the use of farm building and proposed cart lodge to Farmhouse (farm building referred to as unit 7 under approved scheme ref; 3/14/1113/LB). It was **RESOLVED to support the application**

Clerk

2. Decision Notices

16/00027/REFUSE Land off Park Road, Gt Hormead: APPEALED to Secretary of State *To consider making any further comments. Comments from the original application will be forwarded to the Planning Inspector.* **APPEAL DECISION AWAITED**

3/17/0028/OUT Land fronting B1368 between Well House and Rosemary Cottage, Hare Street. Erection of three detached and a pair of semi-detached dwellings. **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:

(i) **3/17/0234/HH 14 Fayland Cottages:** Creation of driveway and dropped kerb. It was **RESOLVED to support the application**

Clerk

(ii) The email correspondence with Kevin Steptoe regarding the Hare Street village boundary and the current Group Status of Hare Street and Great Hormead was noted.

17.020 FINANCE

1. Report of the Council's finances for January was received (Appendix A)

Finance Summary from 1 to 31 January:	£
Opening bank balance statement 407, 1 January	10,993.29
Plus income 1 to 31 January	120.00
Minus expenditure 1 to 31 January	<u>722.52</u>
	10,390.77
Minus previous month's presented cheques	<u>530.00</u>
Balance available to Council at 31 January (cashbook)	9,860.77
Plus unrepresented cheques as at 31 January	<u>417.40</u>
Bank balance: reconciled with statement 407, 31 January	<u>10,278.17</u>
Petty cash in hand	50.00

Accounts/bank statement reconciliation. A copy of bank statement 407 was noted to reconcile with Accounts Appendix A. Cllr Reeves-Hairs, as a non-signatory member, signed the accounts and bank statement reconciliation.

**MRH/
Clerk**

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. Financial position against budget. The Clerk presented the current position and the projected

balance for the year-end. Against currently identified income and expenditure, the bank balance at year end is projected to be approximately £6,600 against a budget of £4,100. However, the Clerk said he had attempted to take account the two items of expenditure for which quotes were being considered later in the meeting, namely safety work on the Meads trees and safety work on the pavilion electrics; this was due to not knowing what expenditure the Council would commit to, or in which financial year the work would be authorised. The Clerk gave members a copy of the previously approved 2017/18 budget for reference. The budget report was duly noted.

Clerk

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

Date	Payee	Item	£	Chq	Power
31/1	Clerk	Salary January	417.40	1458	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
	Cancelled	Cancelled		1459	
16/2	Clerk	Mileage etc Oct	31.30	1460	LGA 1972 s111
16/2	Clerk (cash)	Petty cash Oct	12.37	1461	LGA 1972 s111, 114, 140
16/2	JW Salmon	Tree survey	264.00	1462	OSA 1906 s10(b)
16/2	SC Ruff	Litterpick to 25/1	260.00	1463	OSA 1906 s9 & s10
16/2	Bowtell Electrics	Pavilion repairs	105.00	1464	LGA 1972 s133
16/2	Affinity Water	Water 19/7-19/1	18.39	1465	LGA 1972 s133
16/2	Clerk reimburse	Printer ink	39.98	1466	LGA 1972 s111
16/2	Clerk – extra (via PAYE)	From Transparency Fund Grant	335.76	1467	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
16/2	E.ON	Electric Nov-Feb	68.28	1468	LGA 1972 s133
Recoverable VAT included: £71.41					

Cheques were signed after the meeting.

Clerk

17.021 Correspondence

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

- Herts Highways: Report on ownership status of Willow Close (17.024)
- HCC: TRO closing The Street, Furneux Pelham to Little Hornead 13th Feb over 18 month period (17.022.2)
- EH Planning: Response from Kevin Steptoe on village category and boundary status (17.019.3(ii))
- Affinity Water: Transfer of non-household customers to a different group within the company
- EHC: Great British Spring Clean initiative 3rd – 5th March
- EHC/Hertfordshire Public Health: Requesting public participation in Pharmaceutical Needs Assessment survey
- JW Salmon: Meads tree survey, report and quote (17.023.1)
- HCC Rights of Way Officer: Hornead ROW update January (17.022.3)
- Bowtell Electrical: report following pavilion electrics check (17.023.2)

The Clerk noted that a poster on the Pharmaceutical Needs Survey had been put on the notice boards and website. It was a public survey, not directed at parish councils. It was also noted that, behind the survey, was possibly another attempt to close or amalgamate some pharmacies.

17.022 Special Interest Matters

1. Village Hall: Cllr Reeves-Hairs gave the following report:

- Keep Fit and Zumba are now under way. Funded by East Herts Forever Active. £3 per session through Forever Active, which relieves the from VH charging community users. The Clerk agreed to put posters on the notice boards.
- The lights that have been a problem since first installed have now been replaced.
- A parishioner was thanked for putting up the correct QEII picture.

MRH

Clerk

2. Highways: Closures of sections of The Street (TRO 10006) that will happen for utility service installation over an 18-month period, was noted. The notice and map are on the notice boards and website

Clerk

3. Rights of Way - footpaths and byways: The report from the RoW Officer was received. (But

see public comments below)

4. **Parishioners concerns:** Parishioner's report re speeding – discussed under item 17.018.

17.023 Meads field and buildings

1. Field: Tree Report

Council considered the tree report, risk assessment, and quotations submitted by two respected arboriculturalists for undertaking the urgent tree work that was identified as being high risk. Being over £800 cheaper, it was unanimously **RESOLVED to accept the quote of £695 plus VAT from Tim Fuller and to instruct him to do the work as quickly as possible due to the approaching bird-nesting season.**

Clerk

2. Electrical report

The report by Bowtell Electrical following the investigation into “dead” sockets under the kitchen worktop was considered. Bowtell offered various solutions and it was unanimously **RESOLVED to instruct Bowtell Electrical Contractors to undertake asap the necessary work to ensure safety and compliance, as detailed for a maximum total of £491.50 plus VAT: High level contactor and two sockets under worktop by the cooker.**

Clerk

Preference: Retain the contactor and make the sockets live. Alternative: disconnect the contactor and blank off the two sockets. Bowtell to advise upon further inspection on site. Max £ 96.00

Distribution board

Method No 2: Add small main switch control distribution board to fit within space. £300.50

Key switch for emergency lighting

1 x key switch. Re-route circuit to suit. Installation and condition test to emergency lighting circuit only £ 95.00.

3. Pavilion cleaner

No applications have been received. It was agreed to run the advert again in the March Newsletter. It was also agreed for the Clerk to contact some cleaning contractors for prices against a specific cleaning schedule. The Chairman said she would clean the pavilion, strictly as a one-off, before the hirers for the first cycle event on 12th March. She would try and get some help to do that. Cllr Reeves-Hairs raised a question about the new IR35 regulations coming into force in April and how they might adversely affect public body contractors. The Clerk said he would make enquiries.

Clerk

JD

Clerk

4. **Events:** The two cycle events on Sunday 12th and Sunday 26th March were noted.

17.024 Willow Close. The Clerk had circulated Herts Highways report on the ownership of the grass circle and land in general at Willow Close. This was in line with the police's understanding of the position that Circle Housing were the owners. It was noted that it was notoriously difficult to get satisfactory responses from Circle Housing. The current contact there is unknown – no reply received from the Clerk's enquiry.

17.025 Neighbourhood Plan. A copy of the Plan and Examiner's Report had been received from BTC for display in a public place so that interested residents could read it prior to the referendum, noted to be on 23rd March. The Chairman said she would ask the Vicar if it could be kept in Great Hornead Church until polling day. The Clerk to put a notice in the Newsletter

JD/RED
Clerk

17.026 Late items and items for future agendas

1. Late items: None received
2. Items for future agendas: None received

Suspension of meeting for public comments

At 9.26pm it was unanimously **RESOLVED to suspend the meeting for public comments**

- The Chairman thanked Roland Coxhall for hanging the cricket photograph in the pavilion.
- It was noted that the sewage farm pump house light has been left on for the past few weeks.
- There was a further complaint about Circle housing not dealing with important issues raised by its tenants.
- The PC was asked to check with EH Planning Enforcement a suggestion that there is a planning breach at Glebe Barn due to the footpath now being obstructed by the building works there. The Rights of Way Officer also to be informed.
- It was also reported that the footpath at Stonebury is being blocked by builders' rubbish and

Clerk

that walkers now have to go across the fields The Clerk to check with the RoW Officer.
Meeting was called to order and resumed at 9.33pm

Clerk

17.027 Date of next Meeting

Thursday 16th March, 8pm in the pavilion.

Clerk

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

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