

# HORMEAD PARISH COUNCIL

## Minutes of the Hormead Parish Council Meeting Thursday 19 July 2018 in the Meads Pavilion at 8pm

**PRESENT:** Cllr Jayne Denham, Chairman (JD); Cllr Kevin Glogner (KG); Cllr Andy Hazell (AH)  
Cllr John Kilby (JK); Cllr Teresa Marks (TM); Cllr Richard White (RW)

One member of the public

Clerk: Colin Marks, Clerk to the Parish Council

**ACTION**

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

**18.100 Apologies for absence.** The following apologies were accepted:

1. Councillors: Cllr Robb Denham (unwell)
2. Other apologies: County Cllr Jeff Jones

**18.101 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 Andrew Hazell declared a non-pecuniary interest in the late planning application for The Willows (3/18/1539/HH) as he lives across the road from the property.

**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.

**Clerk**

**18.102 Minutes of the Ordinary Parish Council Meeting held on ~~19 July~~ 21 June 2018**

It was unanimously **RESOLVED that the Minutes of the Parish Council Meeting held on ~~19 July~~ 21 June were a true and accurate record.** The Chairman signed the Minutes.

**JD/Clerk**

**18.103 Chairman's announcements:** NONE

**18.104 Police Report:**

1. **Crime Report:** NONE. However, it was noted that incidents have taken place and reported to the police that do not appear in the crime stats.
2. **Meads security report:** PC David Miller had left with the Council a wildlife CCTV camera that can be used to monitor activity around the gate/pavilion. It has to be in a suitably high location and has a 72-hour cycle and therefore an incident would have to be identified within that time frame. A location is to be considered, possibly with advice from PC Miller.

Cllr Gogner provided a crime report reference number (CRI/41/ARB7/1772018) for the latest Meads gate lock breakage.

**18.105 District and County Councillors' reports:** NONE

**18.106 PLANNING**

**1. New applications**

**Bradbury Farm, Hare Street:** Convert garage and outbuilding to annex, plus new garage.

It was **RESOLVED to object on the following grounds:**

1. *It constitutes over-development of the site. Although the new building is designated a garage and tack room, the Parish Council cannot see the evidence necessary under Policy GBR2.1(b) - Rural Area Beyond the Green Belt - that it constitutes the provision of Equine Development in accordance with CFLR6.*

2. *The Parish Council cannot see a Highways consultee comment for this application, but there is most certainly a road safety issue. Traffic on the B1368 at this point is usually travelling close to the national speed limit; the entrance to the property is on the inside of a curve with poor sight lines in both directions and no provision has been made for a visibility splay or layby to accommodate the increased number of vehicles that will be exiting and entering the site.*

**Clerk**

**2. Decision Notices** (for information only)

**3/18/1309/OUT Land adj to Bradbury, Gt Hormead:** Outline application for 1x 4-bed dwelling:

*DECISION AWAITED*

- 3/18/1183/FUL & 1184/LBC Stonebury Farm:** Grade 1 listed barn conversion *DECISION AWAITED*
- 3/18/0936/FUL & 3/18/0937/LBC Hornead Cottage:** Demolish existing building and cart shed following extensive fire damage. Construct replacement dwelling and new cart shed; retain C21 two-storey extension for use as annex. *DECISION AWAITED*
- 3/18/0765/HH & 3/18/0766/LBC Thatched Cottage, Gt Hornead:** Alter existing rear single storey extension, insert new windows and French doors. Subdivide the bathroom. Insert French doors to rear of existing extension. Replace door onto patio with wider French doors. **GRANTED**
- 3/18/0653/HH Ashdown House Hare Street:** New outdoor swimming pool with cover, pool-house with plant room and air-source heat-pump. *DECISION AWAITED*
- 3/18/0169/FUL Land adj to The Orchard, Hall Lane:** Demolish existing stable block and construct a detached two-storey dwelling. **GRANTED**
- 3/14/1624/CL Hillcrest:** *Certificate of Lawfulness for use as a dwelling.* *DECISION AWAITED*

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

- 3/18/1539/HH The Willows, Hare Street:** Erection of garage.  
 It was **RESOLVED to make no objections, but to ask that the following concerns be addressed:**  
*The property's boundary hedge and bank at the B1036/B1368 junction is encroaching on to the footway to the extent that residents have said it is no longer wide enough to be used by a wheelchair or a child's buggy. The deterioration of the road and footway here caused by HGVs exacerbates the problem and the large hedge effects the sight lines of traffic exiting the B1038. The precise boundary of the property adjacent to the junction has been questioned.*

Clerk

**18.107 FINANCE**

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

Finance Summary from 1 to 30 June:	£
<b>Opening bank balance statement 1 June</b>	<b>15,327.07</b>
Plus income 1 to 30 June	75.00
Minus expenditure 1 to 30 June	<u>2,105.68</u>
	13,296.39
Minus presented May cheques 1604, 1609, 1610	1,562.90
Plus cancelled/unpresented June cheques 1615,16, 17, 18, 19	<u>772.15</u>
<b>Bank balance: reconciled with statement at 3 June</b>	<b><u>12,505.64</u></b>
Minus unpresented cheques 1583 and 1605	95.00
Minus unpresented cheques 1615,16, 17, 18, 19	<u>772.15</u>
<b>Balance available to Council at 30 June (cashbook balance)</b>	<b><u>11,638.49</u></b>
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 to accept the Accounts Statement.**

Clerk

- 2. Verification of Accounts and Bank Statement.** Cllr John Kilby, as a non-signatory member, signed the accounts sheet and bank statement reconciliation.  
*An accounts summary is published each month in the Minutes on the website.*

JK/Clerk

Clerk

**3. Budget vs performance for first Quarter, April to June.**

The Clerk presented the first quarter performance report against the budget. There is nothing untoward. It was noted that East Herts have now confirmed that a New Homes Bonus of £1,751 will be paid this year (by the end of July), contrary to earlier advice and budget expectations. It was unanimously **RESOLVED to accept the report as presented.**

Clerk

**4. Payments.** It was unanimously **RESOLVED to approve the signing of all orders for payment: (Appendices B1 and B2)**

Date	Payee	Item	£	Chq	Power
30/6	Clerk	Salary June	610.73	1618	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
30/6	HMRC	PAYE 1 <sup>st</sup> Quarter April- June	95.20	1619	LGA 1972 s112(1), (2A), & s151; LA 2011 s41

19/7	Clerk	Expenses June	25.40	1620	LGA 1972 s111
19/7	Clerk petty cash	Petty cash June	9.00	1621	LGA 1972 ss111, 114, 140
19/7	SC Ruff	Litterpick to 13/7	260.00	1622	OSA 1906 s9 & s10
19/7	Widford P Council reimburse	Microsoft 365 licence 50%	40.00	1623	LGA 1972 s111
19/7	Earthworms	Meads July	1,038.00	1624	LG(MP)A 1976 s19
19/7	A Viragh	Cleaning to 21/7	52.00	1625	LGA 1972 s111, s133
19/7	Clerk petty cash	CCTV batteries	6.00	1626	LG(MP)A 1976 s19
19/7	A Batey HHCC	Shed padlock	17.99	1627	LG(MP)A 1976 s19
19/7	East Herts	Annual RPII	52.32	1628	LG(MP)A 1976 s19
19/7	Clerk reimburse	Ink cartridges	62.34	1629	LGA 1972 s111
<b>Recoverable VAT included: £ 192.10</b>					

Cheques were signed after the meeting.

Clerk

**18.108 Correspondence** (As per the Agenda - noted for information)

- Barkway Parish Council: Campaign for a Weight Restriction for Barkway and B1368 (18.109.2.3)
- Parishioner: re vehicle movements to/from Anstey Quarry (18.109.2.1)
- HCC: re Consultation on Local Flood Risk Management Strategy (18.112)
- CDA Herts: Invitation to renew annual subscription
- EHC: Exec members' consideration of Gt Hormead Conservation Area appraisal and management plan – 17 July
- Parishioner to Cllr Glogner: Highways maintenance issues in Hare Street (18.109.2.4)
- Cllr John Kilby: Acknowledgement of donation and thanks

**18.109 Special Interest Matters**

**1. Village Hall:**

- 1 Minutes of the 31<sup>st</sup> May VHMCC meeting were received.
- 2 It was noted that the AGM will be on 2<sup>nd</sup> August
- 3 Parish Council representative on the VHMCC: It was agreed that the Chairman write to Matthew Reeves-Hairs to ask for this to be added to the AGM agenda on the basis that it is part of the VH constitution.

JD

**2. Highways**

1. **Anstey Quarry HGV movements:** There has been various email correspondence between parishioners and Cllr Jeff Jones. The Enforcement survey as been completed and the findings and subsequent action will be published in due course.
2. **Speed Indicator Devices (SIDs) for Hare Street:** Cllr Jeff Jones had said that the Traffic Management process is in place and the decision to proceed will be based on the evidence that is gathered. There is a strong consensus in Hare Street that HGV movements have been intolerable for the last 18 months and are much worse since new owners took over the quarry.
3. Barkway Parish Council: campaign for a weight restriction on the B1368. It was agreed that the Clerk ask Cllr Bill Dennis if he's calling a meeting. The Chairman said she would be interested in attending.
4. A resident raised Highways maintenance issues with Cllr Glogner. The Clerk advised they are best reported via the online Herts Highways Fault Report system with precise locations and photographs if possible.

Clerk  
JD

KG

**3. Public Rights of Way - footpaths and byways**

The PRoW (Public Rights of Way) Countryside Officer's June report was received and noted. A copy is on the PC website.

**4. Parishioners' concerns and other matters: NONE**

**18.110 Meads field and buildings**

1. **Pavilion: Shower room ceiling:** In hand
2. **Notice Boards refurbishment:** Cllr Glogner will do the four parish boards and will enquire about the one on the wall of the Old Bakery in Hare Street (which presumably belongs to the house owner).
3. **New gate and security arrangements.** In hand with Cllr White.

RW

KG

RW

4. **HHCC.** Request about cutting back the low branches of the oak tree overhanging the cricket boundary. Tim Fuller (Arborist) has visited and will provide a quote, along with dealing with the few small dead trees around the field perimeter. HHCC have agreed to cut down to ground level some small sharp tree stumps which they had dangerously left. Clerk
5. **Marquee:** Update on storage arrangement. New arrangements still being considered. It is unlikely that it will fit in the meads shed. To discuss at the September meeting, when the next payment instalment will also be due. A fund raising event to be considered (possibly in conjunction with the November 11<sup>th</sup> event?) RW
6. **Fire Risk Assessment and new extinguisher:** The quote by TJ Fire & Security was considered high and it was agreed that the Clerk would ask the Fire Service to do a risk assessment and then purchase extinguishers as advised by them. Cllr White agreed to send a Fire RA template to the Clerk Clerk  
RW
7. **Donation for the play area:** there is no further news of the parishioner's earlier offer. JD
8. **Play area and benches risk assessment:** The Clerk's RA was received, as was the annual RPII report. Cllr Marks had cleaned bird mess and algae from all the equipment and there are no other items that require immediate attention. Cllr Glogner will hazard-tape the two Meads benches before looking at refurbishing them. JG
9. **Strimming:** Earthworms have strimmed round the play area fencing. Cllr Glogner has strimmed round river danger signs. Cllr Hazell said he would look at undergrowth behind the pavilion to see what could be done. Roy Jarman has previously said it is important to keep all vegetation clear of the building because it creates an ideal environment for rats to get into the loft space. AH

**18.111 Battle's Over event, 11th November**

It was agreed this could be held in Cllr Kilby's field. It was noted that the Hormeads Community Group had registered the beacon – Cllr Kilby said he would try to find out more. It was agreed to apply for a community grant, subject to one not already been applied for by the Community Group. Risk assessment and insurance company to be informed. To be advertised in the Newsletter once arrangements are finalised.

JK  
Clerk  
JD/Clerk

**18.112 Consultation: Revised Local Flood Risk Management Strategy**

It was agreed not to make any comments.

**18.113 Late items and items for future agendas**

1. Late items: None

2. Items for future agendas:

- Donation to Good Neighbours Scheme: £50 donation to be considered at the September meeting ALL
- New play area equipment/zip wire TM/Clerk
- To review Meads and Pavilion hire charges for next year Clerk/ALL
- Battle's Over – National tribute, with beacons, 11th November JK/ALL

**Suspension of meeting for public comments**

There being no members of the public remaining, the meeting was not suspended.

**18.114 Dates of next Parish Council Meeting:** Thursday 20th September at 8pm in the Meads Pavilion (there will not be an Ordinary Parish Council meeting in August). Clerk/JD

The Chairman thanked everyone for attending and closed the meeting at 9.52pm

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