

# HORMEAD PARISH COUNCIL

## Minutes of the Hormead Parish Council Meeting Thursday 18 October 2018 in the Meads Pavilion at 8pm

**PRESENT:** Cllr Jayne Denham, Chairman (JD); Cllr Kevin Glogner (KG); Cllr Teresa Marks (TM);  
Cllr Richard White (RW)

Three members of the public, two members of HH Cricket Club (Paul Nathan and  
Darren Fitzgerald), PCSO Deborah Mead

Clerk: Colin Marks, Clerk to the Parish Council

**ACTION**

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

**18.130 Apologies for absence.** The following councillor apologies were accepted:

1. Councillors: Cllr Robb Denham (personal); Cllr John Kilby (business); Cllr Andy Hazell (unwell)
2. Other apologies: Sgt Duncan Wallace, Rev James Sawyer, Angus Batey (HHCC)

**18.131 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.

**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**

**18.132 To approve and sign Minutes**

**1. The Ordinary Parish Council Meeting held on 20th September 2018:** It was unanimously **RESOLVED that the Minutes of the Parish Council Meeting held on 20th September were a true and accurate record.** The Chairman signed the Minutes.

**JD/Clerk**

**2.** It was unanimously **RESOLVED that the Chairman sign corrections to the page numbers and date in the previously approved the 19th July 2018 Minutes.** The Chairman signed the corrections.

**JD/Clerk**

**18.133 Chairman's announcements:** NONE

The Chairman then moved, and it was **RESOLVED, that Agenda item 18.140.1 be brought forward to allow members of the Cricket Club to address the meeting.** Standing Orders were suspended.

Paul Nathan thanked the Parish Council for its continued support, particularly financial, and for the facilities it makes available. It is appreciated that the Council has held its prices for the past couple of years. The cricket club is small and has limited resources and therefore is grateful for all the help it gets. The Club asked three questions: 1) Does the Parish Council want to continue providing the Meads as the Club's home ground? 2) Will the damage to the cricket field caused by the hot dry summer be repaired? 3) Going forward, what are the hire charges likely to be?

The Parish Council responded that 1) It is happy for the Club to continue to use the Meads. 2) The Council recently bought two tonnes of topsoil, at a cost of £150, to help repair the ground. It is stored in bags by the shed. 3) The charges will be dependent on several factors, not least of all the future prices charged by the maintenance contractor. It was highlighted that in response to concerns regarding the large oak trees overhanging the ground, the Council has arranged for them to have lower branches removed, along with other necessary tree work at a cost of just over £1,000. There has also been a water leak from the stopcock by the cricket square which the water company has confirmed will add another £150 to the next water bill. There have also been a number of acts of vandalism at the Meads this year that have cost several hundred pounds.

It was acknowledged all round that the very wet weather in the Spring, followed by the exceptionally hot, dry summer and consequent damage to the ground, played havoc with the fixture list resulting in only three home matches being played. It was also noted that the Council subsidises every match since the £50 per match charge is only about half the cost of preparing the wicket and outfield, and much less when the cost of putting the wicket to bed at the end of the

season is factored in. It was also explained that the Council has very limited income streams, the difference between its income and outgoings being made up through a precept upon the District Council that is recovered through parishioners' council tax, So the Parish Council is very aware that it has to justify its expenditure to its residents and that money spent benefits the parishioners to whom the Council is accountable.

The Council said that hire prices would have to increase next year, but until maintenance arrangements are discussed it is not possible to indicate by how much. The Council's 2019/20 budget will be considered over the next couple of months and be finalised in January.

The Council also confirmed that, although it had bought the topsoil, it was for use by the groundsman and the cricket club – the Council will not undertake making any repairs itself. The Club asked if an allowance would be given if it made the repairs and also helped keep the field perimeter cut. The Council said that it would not make any financial allowances for that work being undertaken by the Club.

The problem of grass cuttings being removed from the outfield was discussed. The maintenance contractor has previously said that to do so would necessitate an increase in his charges. This to be discussed further for the 2019 maintenance contract. The Parish Council will talk further with the Club once it has considered the next budget.

ALL

Before leaving the meeting, Paul Nathan and Darren Fitzgerald thanked the Parish Council for giving them time to share their concerns.

The Chairman thanked them for coming and called the meeting to order at 8.40pm

**18.134 Police Crime Report for the Parish**

PCSO Deborah Mead introduced herself as newly appointed to the parish. She said that since 20<sup>th</sup> September, no crimes had been reported in the parish. In response to concerns about travellers moving into the village, she confirmed that a plot of land to the North of Hare Street had been bought by a person or persons residing in Spain, but she was unable to elaborate further.

In connection with vandalism at the Meads, PCSO Mead said she would patrol as frequently as possible, bearing in mind the Rural Police Team covers a very large area of East Herts. She also gave advice on a PIR light/alarm that has been a successful deterrent in rural locations such as the Meads, and said she would send information to the Clerk.

Clerk

PCSO Mead also said she would be visiting the school in the near future as part of her rural duties.

The Chairman thanked the PCSO for her input and she then left the meeting.

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

**18.136 PLANNING**

**1. New applications**

**3/18/2182/HH 2 Bradbury Farm Barns, Hare Street:** Conversion of garage and outbuilding to annex and erect a double garage ***The Parish Council OBJECTED because of concerns about road safety exiting the site due to very poor sight lines.***

**3/18/1915/DEM Hare Street Garage:** Prior notification of demolition of former garage buildings and canopy. ***The Parish Council had NO OBJECTIONS***

**3/18/1953/REM Hare Street Garage:** Application for reserved matters following approval of outline permission against 3/17/1862/OUT

It was unanimously **RESOLVED to object for the following reasons: *There are dramatic and unacceptable changes to the previously approved outline under 3/17/1862/OUT***

- The original Design and Access Statement describes the character of nearby properties as generally "more in the cottage style and exhibiting qualities that best contribute architecturally to the street scene. They are typically modest in scale, exhibit good architectural order and employ good traditional materials and methods of construction". The Parish Council contends that the new specification proposes neither traditional materials nor traditional methods of construction.
- The approved proposal was to use "traditional materials and building detailing reflecting the better qualities of local distinctiveness". Again, the new specification in no way reflects

local distinctiveness but instead looks like a pseudo barn conversion, of which there are none along this road. It is therefore in complete contrast to, and totally out of keeping with, the existing street scene.

- The original ridge height has been increased by one metre, which, together with stairs and exit layout set out in the floor plan is obviously designed to facilitate loft conversions at a later date. The impact of this will be the potential for additional car parking spaces required in the future as the properties will then be marketed for larger families.
- There will be a very negative impact on Japonica Cottage, immediately to the north, created by the new proposed design with gables, materials and building height all inconsistent with the approved outline.
- The revised sight lines for vehicles exiting Japonica Cottage do not meet the necessary criteria and the Parish Council completely disagrees with Herts Highways Consultee assertion that it is acceptable. The proposed 900mm wall with a Hornbeam hedge behind it will create a visibility splay that does not meet the criteria in a 30mph zone of a 59 metre clear visibility line from the centre of Japonica Cottage's driveway. The new proposal must therefore be rejected on safety grounds.

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

**3/18/1936/OUT High Trees, Gt Hormead:** Outline permission to demolish dwelling and garage and erect 4 x dwellings – all matters reserved *DECISION AWAITED*

**3/18/1733/LBC Shangles, Hare Street:** Replacement roof tiles and 2 roof-lights and 2 dormer windows to two roof sections. **GRANTED**

**3/18/1648/HH Great Hormead Dane, Conduit Lane:** Erect detached 3-bay garage. *DECISION AWAITED*

**3/18/1681/HH & 1682/LBC Oak Cottage, Hare Street:** Demolish rear porch canopy; single storey rear extension **GRANTED**

**3/18/1407/HH Bradbury Farm, Hare Street:** Convert garage and outbuilding to annex, plus new garage. **WITHDRAWN**

**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:

**One late planning application received:**

**3/18/2250/FUL The Orchard, Hall Lane:** Relocation of existing stables to adjacent paddock; erection of fence and gate. ***The Parish Council had NO OBJECTIONS***

Clerk

**18.137 FINANCE**

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

Finance Summary from 1 to 30 September:	£
<b>Opening bank balance statement 1 September</b>	<b>11,540.76</b>
Plus income 1 to 30 September	10,250.00
Minus expenditure 1 to 30 September	<u>3,761.76</u>
	18,029.00
Minus presented prev months' cheques 1617, 1632	483.12
Plus unpresented cheques 1640, 1641, 1643, 1644	<u>2,568.90</u>
<b>Bank balance: reconciled with statement at 30 September</b>	<b><u>20,114.78</u></b>
Minus unpresented cheques 1640, 1641, 1643, 1644	2568.90
Minus unpresented cheque 1583 (March)	<u>55.00</u>
<b>Balance available to Council at 30 September (cashbook balance)</b>	<b><u>17,490.88</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 Kevin Glogner, as a non-signatory member, signed the accounts sheet and bank statement reconciliation.

KG/Clerk

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

Clerk

### 3. Budget vs performance to 30 September and year-end forecast

The Clerk presented an itemised performance report against the budget. Against the anticipated year-end bank balance of £8,367, the projected balance currently stands at £9,008, subject to any expenditure or income that cannot be anticipated at this time. 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
30/9	HMRC	PAYE 2 <sup>nd</sup> quarter July-September	60.00	1643	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
30/9	Clerk	Salary September	468.90	1644	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
3/10	Clerk reimburse	Meads gate lock	21.00	1645	LG(MP)A 1976 s19
3/10	Clerk reimburse	Fire extinguishers	103.54	1646	LGA 1972 s133
3/10	Zurich Municipal	Insurance 11 Nov	56.00	1647	LGA 1972 s111
18/10	SC Ruff	Litterpick to 5/10	260.00	1648	OSA 1906 s9 & s10
18/10	Clerk	Expenses Sept	29.45	1649	LGA 1972 s111
18/10	Clerk petty cash	Petty cash Sept	31.36	1650	LGA 1972 s111, 114, 140
18/10	Earthworms	Meads 1/9 - 3/10	990.00	1651	LG(MP)A 1976 s19
18/10	Cancelled	cancelled	0	1652	
18/10	BT Payphones	Hare Street kiosk	360.00	1653	LGA 1972 s144
18/10	Clerk reimburse	TEN for 11 Nov	21.00	1654	LGA 1972 s145(1)(a)
18/10	J Kilby reimburse	Poultons topsoil	150.00	1655	LG(MP)A 1976 s19
18/10	Clerk reimburse	Poppy Wreath	34.00	1656	LGA 1972 s137
<b>Recoverable VAT included:</b>			<b>£ 272.10</b>		

Cheques were signed after the meeting.

Clerk

### 18.138 Correspondence (As per the Agenda - noted for information)

East Herts: New psychoactive substance - paraphernalia finds survey, 24 Sept to 26 October (18.140.8)

Parishioner: Water leak by the cricket square (18.140.5)

Parishioner: dog poo on the Meads (18.139.4.1)

Parishioner: Suspected traveller activity in Hare Street (18.139.4.2)

Environment Agency: re ownership of parts of Black Ditch and flooding concerns (139.4.3)

EHC: Rural Planning Enforcement Briefing – Wallfields, 6.30pm, 25 October 2018

### 18.139 Special Interest Matters

1. **Village Hall:** No report

#### 2. Highways.

1. **Speed Indicator Devices (SIDs) for Hare Street:** Cllr Jeff Jones has confirmed that these are on order and their installation is in the 2019/20 Highways budget
2. It was confirmed that winter salt has been ordered for delivery to Sheila Beetles.

#### 3. Public Rights of Way (PRoW) - footpaths and byways

The PRoW Countryside Officer's September report was received and noted. A copy is on the PC website.

Clerk

#### 4. Parishioners' concerns and other matters

1. Dog poo on the Meads: There has been a complaint about this. The Parish Council provides dog poo bins and dog walkers should responsibly and appropriately dispose of their dog's waste. The volunteer who empties the bins (at no charge to the Parish Council!) was present and said that someone had slit the bottom of the bin liner open and then put it back in the poo bin so that all the contents fell out into the bin when it was emptied. This left a disgusting mess that had to be cleaned out by hand.

2. Traveller activity in Hare Street. This was dealt with by the PCSO in her report at 18.134 above.

3. Black Ditch flooding concerns – Environment Agency. No one had any knowledge of this and the EA never responded to the Clerk's advice.

- 18.140 Meads field and buildings**
1. Hornead Cricket Club: This was dealt with under 18.133 above
  2. Pavilion shower room ceiling: Ongoing RW
  3. Improved gate security arrangements and CCTV: improved gate security in hand. Advice from PCSO re PIR and CCTV possibility being investigated RW
  4. Vandalised pavilion PIR: see point 3 above RW
  5. Water leak by the cricket square Now fixed, but Affinity Water estimate water loss at £150.
  6. Bench refurbishment/repair or replacement: update. Cllr Glogner reported that the cost of repairing the existing benches would be several hundred pounds. As an alternative he provided an excellent example of a wooden replacement bench at about £650 inc VAT (£540 net) plus delivery. He offered to donate the cost of a new bench and the Parish Council **RESOLVED to buy a second bench, which Cllr Glogner would order.** The Parish Council thanked Cllr Glogner for his generous offer. KG
  7. Tree management update: Work in hand with Tim Fuller Clerk
  8. Update on top soil provision for Meads repair (2 tonnes). Delivered and stored by the shed.
  9. Marquee: Update on storage arrangement. In hand. RW/JK
  10. EHC request for evidence of "legal highs" used around the Meads between 24 Sept and 26 October: No specific finds reported, but evidence is commonly seen.
- 18.141 Battle's Over event, 11th November**  
 Arrangements progressing. The Clerk has applied to EHC for a Temporary Event Notice licence (TEN) and for a Community Grant. JD  
Clerk
- 18.142 Safeguarding Policy:** It was **RESOLVED to adopt the Safeguarding Policy as drafted.** Because of her work experience, it was agreed that Cllr Jayne Denham be the named Safeguarding Officer. Clerk
- 18.143 Late items and items for future agendas**
1. Late items: None
  2. Items for future agendas:
    - Good Neighbours Scheme donation request. It was agreed to donate £50 in November
    - New play area equipment/zip wire
    - To review Meads maintenance contract (November PC meeting)
    - Calendar of Meetings for 2019Clerk  
TM/Clerk  
Clerk/ALL  
Clerk
- Suspension of meeting for public comments**  
 In view of the hour and earlier discussions regarding the Meads and planning matters, it was agreed not to suspend the meeting for further public comments.
- 18.144 Dates of next Parish Council Meeting:** Thursday 15th November at 8pm in the Meads Pavilion. Clerk/JD  
 It was also unanimously agreed not to hold a Parish Council meeting in December.  
 The Chairman thanked everyone for attending and closed the meeting at 10.15pm

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