

HORMEAD PARISH COUNCIL

**Minutes of the Hormead Parish Council Ordinary Meeting
Thursday 16th May 2019 in the Meads Pavilion at 8pm**

*Cllr Jayne Denham, Chairman (JD)
*Cllr Kevin Glogner (KG)
*Cllr Andrew Hazell (AH)
Cllr John Kilby (JK)

*Cllr Teresa Marks (TM)
Cllr Richard White (RW)
Vacancy

* Denotes present

One member of the public and District Cllr Peter Boylan

Clerk: Colin Marks, Clerk to the Parish Council

ACTION

The Chairman welcomed everyone and opened the meeting at 8pm

- 19.066 Apologies for absence.** The following councillor apologies were accepted:
1. Councillors: Cllr John Kilby (family emergency); Cllr Richard White (illness)
 2. Other apologies: County Cllr Jeff Jones, Sgt Duncan Wallace

19.067 Declarations of Interest and Dispensations

1. Declarations of Interest

Cllr Teresa Marks: a DPI as wife of the Clerk in relation to his payments; Cllr Kevin Glogner: a DPI re agenda item 19.073.4 where his company (Landscape Concept Ltd) is receiving a payment.

2. Dispensations

(i) NONE in effect.

(ii) Cllr Teresa Marks submitted a dispensation request to speak and vote on Council finance business for the ensuing 4-year term in which she has a pecuniary interest as the wife of the Clerk.

3. Consideration of dispensation requests

By a vote of 2:1 it was **RESOLVED that a Dispensation be granted to Cllr Teresa Marks.** The Chairman signed the approval but asked for it to be recorded that she did not agree.

19.068 To approve and sign Minutes

Ordinary Parish Council Meeting, 18th April 2019: It was unanimously **RESOLVED that the Minutes of the Parish Council Meeting held on 18th April 2019 be taken as read and were a true and accurate record.** The Chairman signed the Minutes.

JD/Clerk

19.069 Chairman's Announcements

The Chairman said that co-option arrangements are to be agreed and ratified next month.

19.070 Police Crime Report for the Parish

The police were not in attendance to give a report.

19.071 District and County Councillors' reports

County Cllr: No report received.

District Cllr Peter Boylan:

Cllr Boylan said he was pleased to be able to attend another Hormead PC meeting.

Subsequent to his successful election in May, he has been offered - and accepted - an executive member appointment with a portfolio, the details of which will follow in due course.

He committed to attend parish council meetings within his Ward whenever they do not clash with other commitments. He will not be available for the next Hormead meeting on 20th June.

19.072 PLANNING

1. New applications

3/19/0853/HH and 0854/LBC Little Meadow, Conduit Lane: Convert adjacent Grade II barn into ancillary residential accommodation.

*It was **RESOLVED to make no objections, but to request that conditions are applied to glazing in order to preserve the privacy of neighbouring properties.***

Clerk

UNAPPROVED DRAFT²

2. Decision Notices (for information only)

- 3/19/0456/HH Yeznaby, Horseshoe Hill: Convert garage into gym with roof lights. **GRANTED**
- 3/19/0199/LBC Shangles, Hare Street: Re-tile part roof with Welsh slate. **GRANTED**
- 3/19/0805/HH Mill View, Hare Street: Erect detached garage with room over. **WITHDRAWN**
- 3/19/0642/HH Box Tree Cottage: Detached garage with store. **AWAITED**
- 3/19/0161/FUL & /0162/LBC Hornead Cottage: Reconstruct three chimneys. **AWAITED**

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

3/19/0970/OUT Land adj to Lamorna, Hare Street: Outline planning permission for residential development of three detached dwellings.

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

The proposal constitutes an over development of the site with the prospect of yet further development in the Rural Area Beyond the Green Belt, contrary to EHC Planning Policy GBR2. It is outside the village boundary and does not meet the housing criteria of the adopted Buntingford Community Area Neighbourhood Plan Housing Policy HD7.

Clerk

19.073

FINANCE

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

Finance Summary from 1 to 30 April:

	£
Opening bank balance statement 1 April	11,259.57
Plus income	11,770.00
Minus expenditure	<u>4,463.60</u>
	18,565.97
Minus presented March cheques 1700, 1701	<u>1,052.89</u>
Balance available to Council at 30 April (cashbook balance)	17,513.08
Plus un-presented April cheques 1702, 1708	<u>911.36</u>
Accounts balance reconciled with bank statement at 30 April	18,424.44
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.**

2. Verification of Accounts and Bank Statement. Cllr Andy Hazell, 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.

Clerk

3. Annual Governance and Accountability Return (AGAR) 2018/19

It was noted that for 2018/19 the Council does not qualify for external audit exemption

1. Approve of Section 1: The Annual Governance Statement.

It was proposed, seconded and unanimously **RESOLVED that Section 1: The Annual Governance Statement be approved.**

2. The Clerk and the Chairman then signed Section 1

3. Section 2 Accounting Statements.

Section 2: Accounting Statements were considered as signed by the RFO and presented to the Council.

4. Approval of Section 2: Accounting Statements.

It was proposed, seconded and unanimously **RESOLVED to approve Section 2: Accounting Statements.**

5. The Chairman then signed Section 2.

6. Exercise of Public Rights

It was proposed, seconded and unanimously **RESOLVED to set the date for the Exercise of Public Rights as 17 June to 12 July 2019**

Clerk

Clerk's note: Subsequent to these resolutions, discussions with the external auditor, PKF Littlejohn, made it necessary to amend the AGAR and set a new date for the Exercise of Public Rights. These will be for approval and signing at the 20th June Parish Council meeting.

Clerk/All

UNAPPROVED DRAFT²

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

Date	Payee	Item	£	Chq	Power
30/4	Clerk	Salary April	512.00	1708	LGA 1972 s112(1), (2A), & s151; LA 2011 s41
16/5	HAPTC	Good Cllr Guides	5.00	1709	LGA 1972 s111
16/5	Accountancy Services	Internal audit	150.00	1710	LGA 1972 s111
16/5	NALC	LCR subscription	17.00	1711	LGA 1972 s111
16/5	LCPAS	DPO Subscription	120.00	1712	LGA 1972 s111
16/5	Landscape Concept	Meads 3 of 8	975.00	1713	LG(MP)A 1976 s19
16/5	Landscape Concept	Meads materials	487.20	1714	LG(MP)A 1976 s19
16/5	Clerk	Expenses April	32.15	1715	LGA 1972 s112 (1), (2a)
16/5	Clerk	Petty cash April	15.88	1716	LGA 1972 s111
16/5	SC Ruff	Litterpick to 17/5	260.00	1717	OSA 1906 s9 & s10
16/5	E.ON	Electricity Feb-May	110.64	1718	LG(MP)A 1976 s19
Recoverable VAT included:			£ 248.97		

Cheques were signed after the meeting.

Clerk

5. Donation request

It was **RESOLVED that a donation of £50 be made to the Good Neighbours Scheme.**

Clerk

19.074 Correspondence (As per the Agenda - noted for information)

Parishioner: Multiple emails re possible encampment, destruction of woodland, fly tipping, and illegal activity in Hare Street (19.075.3.1)

Parishioner: Re status of field south of the Meads and entrance from the Meads (19.075.3.2)

Member of the public: Re future of Anstey Quarry

Parishioner: Re American visit to War Memorial, 2nd June (?) (19.075.3.3)

Ex Cllr Robb Denham: Thank you email for the presentation gift and good wishes

Parishioner: Concerns at possible plans for the allotments site (19.075.3.4)

19.075 Special Interest Matters

1. Highways

1. The temporary closure of Horseshoe Hill was noted.

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

1. The Countryside Officer's April report was received and noted. A copy is on the website.

3. Parishioners' concerns and other matters

1. **Hare Street:** The ongoing concerns about possible traveller or illegal activity and fly tipping on a site to the north of the village were discussed. This has been monitored by parishioners who have liaised with EHC in an attempt to determine what is happening and to ensure that woodland is not being illegally cleared in preparation for development. The Clerk said he had received a phone call the previous day from someone living in London enquiring where they could get details of the location of a plot on the site that their grandfather had apparently purchased some years ago. Cllr Peter Boylan has been involved in following up the concerns.

2. There was a discussion about the discovery that some 13 years ago the field to the south of the Meads had received change of use permission for it to be used indefinitely as a sports field. This via an application on behalf of Hormead Hares FC. It was questioned whether that permission was still in force. Cllr Peter Boylan had investigated, and it was certain that since the field has clearly not been used for sports for many years, the terms of the permission had lapsed.

3. Some American visitors were planning to visit the War Memorial on 2nd June. The Chairman said she would attend.

JD

4. There was a discussion over concerns that the allotments site was going to be developed. The Parish Council has not received any planning notification and therefore it cannot do anything at this stage.

UNAPPROVED DRAFT²

- 19.076 Meads field and buildings**
- 1. Pavilion.** Shower room ceiling and possible roof leak: Work yet to be assessed and organised. A date for the next working party has to be arranged – the Chairman to email everyone with possible dates. **KG/RW**
 - 2. Play area equipment maintenance.** Ongoing. **JD**
 - 3. Pavilion hire, 19th May.** Isabel Hospice Charity Bike Ride: The Chairman said she will open up at 9am, and Cllr Kevin Glogner agreed to close up at 2pm. **KG**
 - 4. Pavilion hire, 19th May.** Isabel Hospice Charity Bike Ride: The Chairman said she will open up at 9am, and Cllr Kevin Glogner agreed to close up at 2pm. **JD/KG**
 - 4. Other matters.** An enquiry had been received on behalf of Stagestruck to hire the field and car park for a few evenings. Following a discussion, it was agreed that the hire fee would be £50 per half-day, and £100 per full day. **Clerk**

- 19.077 Late items and items for future agendas**
- 1.** Late items: None
 - 2.** Items for future agendas: None

The meeting was not suspended for public comments

- 19.078 Date of next Meetings, all in the Meads Pavilion**
- 1. Annual Meeting of the Parish** (meeting of the electorate): Thursday 23 May at 7.30pm
 - 2. June Ordinary Council Meeting: Thursday 20th June at 8pm** **Clerk/JD**

The Chairman thanked everyone for attending and closed the meeting at 9.50pm.

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

