

HERTFORD HEATH PARISH COUNCIL

Minutes of the Ordinary Meeting held on
Monday 5 January 2004
at the Mission Room, Vicarage Causeway, Hertford Heath

Present:

Anthony Oliver (Chairman)
Bob Akers (Vice-Chairman)
Lynn Bonner
Mary Bourne
Andrew Crumpton
Trevor Goodingham
Alison Scarll
Gillian Thornton
Carolyn Morgan (Clerk)

Also present:

East Herts District Councillor William Ashley and two members of the public

1. Apologies for absence

None

2. Minutes of the Ordinary Meeting held on 1 December 2003

Revisions having been made to the circulated drafts, and subject to the amending of who was passing Local Council Review to whom, the revised minutes were agreed and signed as a correct record by the Chairman.

3. Matters arising

(a) Trees (Minute 618(5(i)))

The Chairman reported that Chameleonscapes had not carried out the tree work as promised. They undertook to carry out the work and remove the stumps by 15 January. The Chairman had made the point that he was anxious to get the replacement trees planted as soon as possible, particularly in view of the current mild weather.

4. District and County Council Matters

(a) Waste Collections over the Christmas and New Year period

Members advised William Ashley that there had been no problems with the revised collection dates. They further advised that the bottle bank in Woodland Road was nearly full. William said that the officer responsible for such matters would be looking at emptying it on a more frequent basis.

(b) Garages in Woodland Road

William Ashley advised that Riversmead wished to get the maximum benefit from the site now that it has been cleared of garages and whilst it will be used for occasional parking in the short term, the Chairman said that he would not be surprised if an application was submitted to erect houses on the site.

5. Reports

(i) Chairman

(a) The Chairman reported on the open afternoon he had attended at Riversmead. He had a list of the Housing Association's properties in the village which he would pass to the Clerk.

(ii) Planning Committee

(a) The Chairman of the Planning Committee reported on the following applications, none of which was objectionable:

- (1) 113 - 117 London Road - construction of three terraced houses.
- (2) Redlands, The Roundings - erection of detached garage and room over
- (3) 28 Heathgate - side and rear extensions

- (4) 147 London Road - construction of bungalow (amended plans)
- (b) The meeting considered the request from the CPRE to support amendments to the Planning and Compulsory Purchase Bill which would give County Councils a statutory responsibility to engage in the preparation and review of the new Regional Spatial Strategies and which would address the urgent need for better enforcement of planning controls. **The Clerk was asked to write to the Minister for Housing and Planning on behalf of all residents. Members were encouraged to write individual letters as well.**
- (c) The Clerk reported that she now had a copy of the plan accompanying the planning permission for the Golf Course.
- (d) **The Clerk was asked to check whether the Conservation Area had been extended.**
- (iii) Playing Field
- (a) Chat room
- Members found the contents of the letter from East Herts District Council Environmental Health Department disappointing. On the point about assessing the existing layout, it was agreed that **William Ashley would go back to the EH Department and ask them to carry out the exercise as requested by Mark Prisk and the Clerk would write to the National Playing Fields Association to get their comments.** It was further agreed that Digital Audiotape recorders be requested for Easter. Residents of Postwood Green present at the meeting agreed to the recorders being placed in their homes.
- (b) Football Clubs
- The Clerk reported that she had not received any fees from Heath United, nor had received proposals for managing the football field as promised at the meeting in November. **She was asked to obtain those proposals as a matter of urgency and to remind the clubs that the goal posts should be removed after matches.** The Council would consider the quotation from Sodexho for cutting the playing field when the proposals had been received.
- (iv) Highways and byways
- (a) Grass Verge in Woodland Road
- The meeting agreed that the verge is an eye sore. It would prefer proper parking bays to be provided but would agree to tarmacking if the provision of bays was not feasible. **The Clerk was asked to write to Hertfordshire Highways**
- (b) London Road Traffic Management Scheme
- The Clerk reported that she still had had no response from Hertfordshire Highways.
- (c) Parking on the corner of Rushen Drive
- Members expressed their concern at the danger caused by cars parking on the corner, particularly in the evening. **The Clerk was asked to contact PC Scott and ask if he could investigate enforcing the Highway Code provisions against such parking.**
- Concern was also expressed at the speed at which motorists came out of Rushen Drive onto Mount Pleasant. **The Clerk was asked to contact Hertfordshire Highways to get the dotted lines re-instated.**
- (d) Telephone kiosk by Londis store
- Alison Scarll had reported that the telephone had been removed and that the kiosk was to be removed. The Clerk had contacted BT Payphones and was informed that they had been asked to remove it by the landowner. Contrary to the advice that the Clerk had given the Council in earlier meetings, the planning application had been to relocate the kiosk to land opposite 93 London Road. The Clerk reported that she had written to both BT and EHDC suggesting that a site at the other end of the village might be more suitable, given that there is a kiosk in Church Hill.

- (e) Lighting by 23 Postwood Green
Alison Scarll reported that the light has not been working since the lighting for the one-way system in Priors Wood Road was installed. She further reported that the new tarmac was very slippery when frosty. She had reported both problems to Ed Fisher of Hertfordshire Highways.
- (f) Lighting in Priors Wood Road
Alison reported that there had been a number of break ins of cars in Priors Wood Road and elsewhere. She had been advised that increased lighting may help solve the problem. **The Clerk will clarify who is responsible for what lighting in the village.**
- (g) Blocked drain in London Road
Members reported a blocked drain in London Road. Water crosses the pavement which could be dangerous when the weather is cold. **The Clerk was asked to report the matter to Hertfordshire Highways.**
- (h) Sign outside the Church
This is still down. **The Clerk was asked to chase EHDC who have responsibility for such signs.**
- (i) PPP
In relation to the proposed work to extend the work on Bridleway 17 to Mount Pleasant, the Chairman reported that it was unlikely that there would be any money as the Rights of Way section would not grant monies for routes not on the Definitive Map. However, the Rights of Way section was prepared to clear the definitive route. The Chairman was to meet with the section and with the CMS that week to discuss the matter.
- (v) Allotments
Bob Akers reported that the new rules have been sent out. The Clerk reported that one recipient had informed her that he did not have an allotment. It was realised that it had been sent to the wrong address (although the same surname). Bob would give the correct tenant a copy.
- (vi) Wildlife Meadow and Pond
The Clerk reported that she had ordered the Cutler memorial bench and that a cheque for the basic amount had been sent. The extra amount needed for the additional wording would be invoiced on delivery. She had written to John Cutler to see if he was willing to pay that additional amount.

The Chairman advised that it would appear that planning permission for the construction of the pond is not necessary but that plans have to be drawn up for the pond and submitted to EHDC. He will draft the plan. He added that a grant was likely to be forthcoming from CMS. Bob Akers advised that Roy Phipps may be interested in carrying out the work. He will be asked to give an estimate in due course
- (vii) Village Appraisal
Carolyn Morgan advised that she had yet to set up a meeting with people from the Rural Enterprise Project but hoped to do so shortly.
- (viii) School
Andrew Crumpton advised that PC Scott was coming to a meeting at the school regarding parking issues.
- (ix) The Clerk
The Clerk advised the meeting that she had received a quotation from Mr Turner of £950 for cleaning the war memorial. **She was asked to get more quotes, given the amount of the estimate, and it was suggested that she contact the Royal British Legion to see if they could suggest suitable firms to approach.**

(x) Village Hall

Trevor Goodingham reported that the Village Hall Committee did not feel that an external notice board would be of much use to them.

6. Correspondence received

- (a) AGRE: Newsletter December 2003 - noted
- (b) Intalink: Passenger Transport Network Map - noted
- (c) GO-East: Renewable Energy and the Planning System - report and information on the Community Renewables Initiative - noted
- (d) defra: Equine Issues - noted
- (e) Open Spaces Society: Reminder that annual subscription due 1 September 2002 unpaid. **The Clerk was asked to ask the OSS what its aims and objectives are before the Council commits public funds.**
- (f) Russell Leisure Ltd: Advising of their expertise in the design and manufacture of children's outdoor play equipment and youth areas - noted
- (g) PC Scott: Abandoned vehicles - noted
- (h) Hertfordshire Police Authority: Recommended priorities and objectives for policing in Hertfordshire for the year 2004/2005 - noted
- (i) Herts & Middx Wildlife Trust: Wildlife Matters, list of events Nov 2003 to Apr 2004, notification of requirement for new trustees and new LandMAS Director - noted
- (j) Riversmead Housing Association: Garages in Woodland Road - noted
- (k) Hertfordshire Police Authority: Policing and Community Safety - The Way Forward.
 - (i) Invitation to conference on 27 January to discuss community engagement, accountability and responsiveness, improving operational effectiveness and modernising the police service.
 - (ii) Building Safer Communities Together - summary of Government consultation paper and questionnaire. **Questionnaire passed to Trevor Goodingham to complete if he feels it appropriate.**
- (l) Environment Agency: Information for Parish Councils on preparing for and dealing with flooding - noted
- (m) EHDC: LEAF Grants - noted. **The Clerk was asked to request funding for the replacement trees and the new apple trees.**
- (n) EHDC: Appraisal of Local Facilities - noted. **The Clerk to advise EHDC that Haileybury is a significant employer and that it is thought that Haileybury Motor Works also employs staff.**
- (o) HALC: Information on Chairman of Local Council as candidate for the Chair, Flexible Working, Green's grass cutting leaflet, Salary award for Local Council Clerks and an offer for the Municipal Journal - noted
- (p) Sodexho: Advising that their services include tree surveys and works, fencing, landscaping, play equipment and repair, litter collection and dog bins - noted
- (q) EHDC: Arts Magazine Winter 2003 - noted

7. Financial matters

(a) Audit of accounts 1999/2000 and 2000/2001

The Clerk reported that the auditor for the accounts for the years ending 31 March 2000 and 31 March 2001 had drawn attention to the fact that two sets of minutes had not been signed. The Council was reminded that minutes should be signed by the Chairman of the next meeting. Other than that, the auditor had no comments to make on those accounts and the Chairman signed the confirmation notice.

(b) Audit of accounts 2001/2002 and 2002/2003

The Clerk reported that she had met with the internal auditor. He had recommended that the Council adopt Financial Regulations to govern its financial procedures. **The Clerk will draft such regulations and circulate before the next Council meeting.**

(c) Precept 2004/2005

The Clerk had prepared a budget for 2004/2005 which suggested a £2000 shortfall in income over expenditure. However, as the Council was carrying a reserve greater than a year's precept, the Chairman proposed that the precept be kept the same as this year's as any increase would not give a large capital sum and he felt that the Council should do its bit in keeping taxes as low as possible. It was agreed that the Council's precept should remain at £13,850.

(d) Accounts for payment

The following accounts were passed for payment:

(i)	Goodwood Garden Furniture - Cutler Memorial bench (approval)	£289.00
(ii)	PKF audit fee for years ending 31 March 2000 and 31 March 2001	£571.05
(iii)	Sodexo - second payment for cutting Playing Field	£284.94
(iv)	SLCC - membership subs for 2004	£64.00
(v)	Glasdon UK Ltd - litter bin liners	£47.84
(vi)	HCC - street lighting maintenance 1 Oct 2002 to 31 Mar 2003	£361.14
(vii)	HCC - street lighting maintenance 1 Apr 2003 to 30 Sep 2003	£361.14
(viii)	EHDC - Parish elections	£159.91
(ix)	Clerk's extra hours	£993.93
(x)	Clerk's expenses	£192.98

8. Parish News Items

The following items are to be included:

- (a) Precept
- (b) Members' horror at hearing of harassment at Londis shop
- (c) Plea for motorists to be considerate when driving and parking
- (d) Dog fouling (and dog barking)

9. Date of next meeting

Monday 2 February 2004 at 7:30pm in the Mission Room.

10. Any other business

- (i) Lynn Bonner reported on the problems of dogs' continual barking. She had contacted Environmental Health who had given her diary sheets which she had distributed. The officer is available to come and hear the problem during the day.
- (ii) Trevor Goodingham asked about training for members provided by NALC. Members wishing to go on courses should book them for themselves with the Council paying the fees.
- (iii) **The Clerk was asked to write to the Londis shop owners to inform them of the Council's decision taken at its October meeting that it could not provide a litter bin outside the shop but would support any application for planning consent, if needed.**

The meeting closed at 9.55pm.

Chairman: _____

Date: _____