

# HERTFORD HEATH PARISH COUNCIL

Minutes of the Ordinary Meeting held on  
Monday 6 December 2004  
at the Mission Room, Vicarage Causeway, Hertford Heath

Present:

Anthony Oliver (Chairman)  
Bob Akers  
Lynn Bonner  
Mary Bourne  
Andrew Crumpton  
Trevor Goodingham  
Gillian Thornton

Carolyn Morgan (Clerk)

Also present:

One member of the public

1. Apologies for absence

Alison Scarll, County Councillor Nigel Copping, District Councillor William Ashley and PC Paul Scott..

2. Declaration of Members' Interests

Anthony Oliver declared a personal interest in item 6(ix)(a).

3. Minutes of the Ordinary Meeting held on 1 November 2004.

Minute 6(iii)(c) was amended to read: " The Clerk to check NPA's recommendations as to alternative locations for meeting point, relative to a possible basketball ring." The minutes were then approved and signed as a true record by the Chairman.

4. Matters arising

(i) Newsletter

The Clerk explained that there had not been room in the December newsletter to include the item on dog bins. **She would include it in the next issue. She would also ask Duncan Brown for articles on the football clubs.**

(ii) Light outside the Mission Room

The Clerk reported that she had received an indication that the PCC would agree to the light being on continuously at night. Members agreed to pay all the capital costs involved, including the cost of putting in a sensor and a higher rated bulb.

5. District and County Council Matters

(a) London Road Traffic Management Scheme

The Chairman reported that he had received a number of complaints about the scheme, in particular regarding the old markings which had not been removed properly and leaving an unsightly mess. The Council felt that the 30 mph roundels should be reinstated or removed completely. The Council was very disappointed that no pedestrian island or crossing had been provided near the Post Office and that the solid white line along London Road seemed to be encouraging people to park on the pavement (despite it being illegal to do so). **The Clerk was asked to write to Hertfordshire Highways and ask that someone attend a Parish Council meeting to hear the problems and explain what could or could not be done to solve them.**

(b) Elbow Lane Farmhouse

Members were concerned as to how EHDC's planners allowed a house of that scale to be built in the Green Belt and in a Landscape Conservation Area and with an agricultural tie. **The Clerk was asked to write to East Herts how such permission was granted and if the Enforcement Officer could check that the house had been built in compliance with the agreed plans.**

6. Reports

(i) Chairman

(a) The Clerk's position

The Clerk explained that she had just learned that a member of a Parish Council cannot be appointed to paid employment with that Council within 12 months of the person ceasing to be a member. This affected her appointment as Clerk. No other members were aware of this rule and, it would appear, neither was the previous Clerk. The Chairman reminded the meeting that the Council and the Clerk had acted in good faith and it was agreed that the situation would be regularised with the Clerk seeking advice as to the best way to do this from HAPTC and the Council's external auditors.

(b) 28 Heathgate

The Chairman explained that an application to drop a kerb had been made which did not require planning permission but which would spoil the appearance of the area and reported that he had written a letter of objection to the Highways Authority. The meeting supported his objection.

(c) PREP

The Chairman reported that PREP were to organise a workshop in 2005 at which District Council and other advisors who had helped Braughing with their Design Statement would be present. He passed a copy of Braughing's Statement to the Clerk to pass to the village appraisal group.

(d) East of England Plan

The Chairman reported that Mike Carver would be attending a group meeting of Hertford Heath, Great Amwell, Stanstead Abbots and Stanstead St Margaret's Parish Councils on 11 January 2005 in the Village Hall.

(e) CPRE Seminar

The Chairman reported that he had attended a seminar on the new planning arrangements on 18 November. A number of excellent speakers had included a planner from North Herts.

(ii) Planning Committee

(a) The following applications, to which the Council had no objections, were noted:

- \* 5 Church Hill: Loft conversion and rear single storey extensions
- \* Redlands, The Roundings: Detached garage and store.

(b) The Council had concerns and comments regarding the following application. The Clerk reported that she had written to EHDC as requested:

- \* Rear of 103 – 111 London Road (and rear of 15 Woodland Road): Construction of four 3-bed houses, four 2-bed flats and two 1-bed flats, together with roads, parking, sewers and all ancillary works.

(c) The following decisions of EHDC were noted:

- \* 44 Woodland Road: First floor extensions to side and rear, above existing garage and previous kitchen extension – permission refused.

- \* Wildlife Meadow: Excavation of pond – permission granted subject to conditions, one of which is to obtain an ecological survey of the site no sooner than May 2005. **The Clerk was asked to provide copies of the permission to the Chairman, Lynn Bonner and Mary Bourne and to write to East Herts expressing the Council's concern at the late requirement for the survey which would lead to a delay of a year in constructing the pond.**

(d) The Council noted that the following application had been withdrawn, following a recommendation to refuse:

- \* Land adjacent to Jenningsbury Farm: 18 hole pay and play golf course and clubhouse

(e) The Council considered the following applications at the end of the meeting and had no objections

- \* Rush Green Hall: Amendment application for dormer windows
- \* 31 Postwood Green: First floor side extension

(iii) Playing Field

The Chairman reported that goal post had be rectified and that the bolts in the meeting point had been replaced.

Trevor Goodingham reported that he and Mary Bourne had considered all the brochures and were suggesting that the Council purchase one of two large items for the smaller children and a "hang glider" and a "fun ball game" for the teenagers. He also reported that they had considered that a picnic table should be provided in the children's play area. The fencing to the children's play area needed to be moved so as not to include the football pavilion and that the gates should be repaired. The seat in that area also needs repairing. He suggested getting Wicksteed's along to discuss the proposals and **will organise such a visit.**

**The Clerk was asked to obtain quotations for fencing by the woods, by the entrance to Trinity Road and round the proposed car parking area.**

(iv) Highways and byways

(a) Speed measuring device

Trevor Goodingham reported that he had been given the machine by the police and would arrange a manning schedule for the next two weeks. A number of members volunteered to help.

(b) Parking on pavements

Gillian Thornton expressed concern at Mount Pleasant residents parking so that parts of their cars obstructed the footway. It was agreed that this matter would be raised in the newsletter/Parish Magazine and that PC Paul Scott be informed. It was also agreed that the Clerk should include 'Police report' as an agenda item and that PC Scott be sent all minutes and agendas. The Chairman also asked that the question of the mobile police station (promised several months ago) should be raised.

(v) Allotments

Bob Akers reported two new tenants had taken plots. Others who had been offered plots had wanted to wait until spring. Bob informed them that they would go to the back of the waiting list in that case. He had one full and two half plots vacant and six people on the waiting list.

**The Clerk will supply him with further copies of the allotment rules.**

(vi) Wildlife Meadow

The members considered the details of the quotations in the absence of the press and public. They agreed to accept the lowest quotation, provided the quotation remained firm until next

autumn and the clarification as to the cost of bentonite (should it be needed). Members decided to reject the two highest quotations but to advise the contractor providing the second lowest quotation of the situation and not to reject that quotation at this time.

(vii) School

Alison Scarll had advised the Clerk that two or three people had expressed an interest in being co-opted to the Governing Body.

(viii) The Clerk

(a) Funding conference on 10 November at the Fielder Centre

The Clerk circulated a paper outlining the various bodies that gave grants and advised that she had set up a file specifically for funding information. She also advised that a 'Grantfinder' package existed on the hertsdirect website and that it looked like it would give a number of possible funders for the playing field projects.

(ix) Village Greens

The Chairman advised that the new tenant by the Pindar Green had been driving her car across that green. Haileybury's Estates Bursar had reminded her that this was not permitted. A post had been broken which Haileybury will repair. However, he also advised the Chairman that the hedge between 1 The Roundings and the Green should be cut back. That hedge belongs to the Parish Council. The cutting back revealed the need for a further post. Haileybury will carry out the necessary work and will invoice the Parish Council for that part of the work that is not Haileybury's responsibility.

The Chairman reported that he had two quotations for carrying out the tree work on the Village Green. One contractor had suggested that the stumps of the trees previously removed simply be cut off at ground level rather than grinding them out. However, the Council felt that grinding out was the preferred option and that the lower quotation included this work anyway. It was agreed that James Hole be asked to carry out the work as quickly as possible.

(x) Village Hall

Trevor Goodingham advised the meeting that November had been a busy month. The Quiz Night had raised just under £600, but, whilst the Table Top Sale had been well supported by tablers, it had not be so well supported by customers.

There will be no Farmers' Market in January, but markets will resume in February.

Complaints had been received concerning fly posting of notices on telegraph poles and trees. The Parish Council was happy for organisations to use its notice boards but would ask everyone not to fly post. The Clerk raised the question of commercial advertisements on the notice boards. The Council would not authorise such ads.

(xi) Village Website

The Clerk reported that the website was now up and running properly again. She felt the next task was to write to all organisations, etc, with copies of their 'entries' on the site and ask if they wished any changes to be made.

7. Correspondence received

- (a) CPRE: Newsletter November 2004 - noted.
- (b) ODPM: Allotments, Community Gardens and City Farms in England survey - **the Clerk and Bob Akers to complete.**
- (c) Standards Board for England: Guidance on Lobby Groups, etc - noted.
- (d) HCC: Rural News, including Parish Travel Plan update - noted.
- (e) Hertfordshire Action on Disability: Information leaflets, including their transport service – the only service to offer people with disabilities a 24 hour 7 days a week transport - noted and **the Clerk to include in newsletter/Parish magazine.**
- (f) NALC: Policy Update – Campaign for Racial Equality's Gypsy and Traveller Scrutiny Project - Invitation to give evidence - noted.

- (g) EHDC: Report by HCC on the functions and performance of the highways maintenance services presented to EHDC's Performance Scrutiny Committee on 26 October 2004 - noted
- (h) Macmillan cancer relief: Posters for Christmas event at Haileybury Chapel and a recruitment poster - noted.
- (i) EHDC: Report of Parish Remuneration Panel - **the Clerk to advertise receipt and to bring to next meeting.**
- (j) EHDC: Agenda for Regional Spatial Strategy Scrutiny Panel at Wallfields on 13 December at 7:30 pm - noted.
- (k) HAPTC: Parish Information November 2004, including advice on ability to charge under Freedom of Information Act and invitation to sports workshop session at the Sports Village, de Havilland Campus on 10 January from 6.30 – 9.00 pm - noted.
- (l) LEPPA: "Cookies for a Cure" World Leprosy Week 23 – 30 January 2005 - noted.
- (m) EHDC: Advice that a Group Meeting at which the East of England Regional Plan will be presented will be held in Village Hall on 11 January 2005 from 7.30 – 9.00pm and that the Rural Parish Conference will be held on 24 February - noted - **the Clerk to check the times of the meeting in Hertford Heath.**
- (n) Open Spaces Society: Advice that Society lost case re failure of Secretary of State for Environment, Food and Rural Affairs to hold a public inquiry into fencing on Wisley Common in Surrey and a request for donations - noted.
- (o) Wicksteed: Safety Grass brochure - noted.
- (p) EHDC: Copy new Electoral Register – **Clerk to provide copies to the Chairman and Vice-Chairman and to Mary Bourne and Gillian Thornton.**
- (q) Hertfordshire Constabulary: Policing Plan 2005/06 and Strategic Plan 2005/08 - noted.
- (r) The Standards Board for England: Local investigations – guidance for monitoring officers and standards committees - noted.
- (s) EHDC: Request that Parish Council publish articles on the East of England Regional Plan in newsletters and on websites - **the Clerk to advise East Herts that can do both.**

8. Financial matters

(a) Audit of accounts for year ending 31 March 2003

The external auditor's report was considered. The Council still does not feel that it is good use of taxpayers' money to insure items such as the war memorial.

(b) Audit of accounts for year ending 31 March 2004

The Clerk advised that these are due at auditors on 24 January 2005. The Council will need to accept the accounts at the January meeting.

(c) Precept 2005/2006

**The Clerk and the Chairman will prepare a draft budget for the next meeting to enable the Council to decide on the precept.**

(d) Accounts for payment

(i)	C M Morgan:	Distribution December's newsletter	£37.01	
		Printing of December's newsletter	£60.00	£97.01
(ii)	Mrs C Taylor:	Net salary for October		£76.64
(iii)	P Webster:	Net salary for October		£100.87
(iv)	HCC:	Street lighting – energy charges	£110.44	
		Street lighting – maintenance	£201.61	£312.05
(v)	SMP:	Replacement bolts and tool		£27.96
(vi)	Lubbock Fine:	Audit fee		£199.75

(e) Receipts

Interest on deposit account £83.69

(f) Balances

Current account £1427.68  
Deposit account £9924.88

9. Newsletter and Parish News Items

The following items are to be included in the newsletter and/or Parish Magazine:

- (a) Dog bins - newsletter
- (b) Nature Reserve (article from Chairman)

- (c) Transport provision by HAD and Dial a Ride
- (d) East of England Regional Plan and publicity for meeting
- (e) Pavement parking

10. Date of next meeting

Monday 10 January 2005 in the Mission Room at 7:30 pm .

The meeting closed at 10.30 pm.

Chairman: \_\_\_\_\_ Date: \_\_\_\_\_