

## **BRICKENDON LIBERTY PARISH COUNCIL**

MINUTES of the Brickendon Liberty Annual Parish Council meeting held on Thursday, 28 May 2009, at 8.20 pm in the Fanshaws Room, Brickendon.

\*Cllr T J Barnard

Cllr Mrs A N Downes

\*Cllr G R Irwin

\*Cllr L J Kotting

\*Cllr J C Lambie

\* denotes present.

In attendance: 8 members of the public.

Cllr Tucker (HCC)

Cllr Ashley (EHC)

### 1. ELECTION OF CHAIRMAN

RESOLVED that Cllr Irwin be duly elected to serve as Chairman of the Parish Council for the ensuing civic year.

### 2. DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Irwin duly signed his declaration of acceptance of office.

### 3. ELECTION OF VICE CHAIRMAN

RESOLVED that Cllr Kotting be duly elected to serve as Vice Chairman of the Parish Council for the ensuing civic year.

### 4. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs Downes.

### 5. DECLARATIONS OF INTERESTS

None.

### 6. PARISHIONERS' COMMENTS

None.

### 7. MINUTES OF THE LAST MEETING HELD ON 26 MARCH 2009

RESOLVED that the Minutes of the last meeting held on 26 March 2009 be accepted as a correct record of the proceedings and be signed by the Chairman.

## 8. MATTERS ARISING

### 1. Brickendon Brook – Northern End

A letter had been received from the Environment Agency confirming that dredging work would take place in the current financial year. Some concerns had been raised that there was evidence of undercutting of the concrete edge protection and this matter would be raised with Hertfordshire Highways.

The Chairman confirmed that the dredging work had been undertaken.

### 2. Heavy Lorries through the Village

Cllr Kotting stated that he had undertaken on two occasions an early morning observation (6.00 am) of traffic passing through the Parish with only one HGV travelling to A H Nicholls. Cllr Lambie suggested that it would be a useful exercise to carry out such an observation over a longer period and he suggested that a rota of volunteers be sought to carry out the exercise.

Members supported the proposal.

### 3. Trees

Cllr Kotting stated that a number of the fallen branches had been cleared and were awaiting removal.

Cllr Ashley confirmed that he had discussed with East Herts Council the tree surgery required to the Holly trees in Fanshaws Lane. Should no action be taken then Cllr Ashley agreed to speak to Mr Peter Whittaker. Cllr Kotting suggested that the Hertfordshire County Council Arboricultural Officer be approached.

A further matter was raised concerning the Spinney, Fanshaws Lane, which it was felt to be in need of some tree surgery. However, as the area was felt to be in private ownership it was agreed that, in the first instance, the Clerk contact Mr Jenson.

### 4. Parking at the Station

To note that this matter had been further reported at the Annual Parish Meeting.

### 5. Finger Posts – Brickendon to Wormley West End

Cllr Barnard stated that no action had been taken to alter the road signs which were still pointing in the wrong direction.

It was further reported that one of the Hertford and Brickendon directional signs previously situated at Pembridge Lane had been broken off and was now situated outside the entrance to the Golf Club.

6. Notice Board – Mangrove Lane (approach to Monks Green)

Cllr Lambie agreed to liaise with Cllr Ashley on the siting of the notice board.

9. PLANNING

1. Planning Applications

To note the attached planning matters as set out in Appendix A.

2. Notification of East Herts Call for Sites

Correspondence received from East Herts Council stated that it was a requirement of Housing Policy (PPS3) for all local planning authorities to undertake assessments to look at future land availability, including the various land uses necessary to meet future residential, leisure and commercial needs – “Call for sites”. The Council was now seeking suggestions from various bodies, including Parish Councils, for all types and sizes of land use and development over the next 15 to 20 years. The call for sites was part of the Local Development Framework and separate from the planning application process.

Cllr Kotting stated that this matter had been raised at the Rural Conference held on 27 May 2009 and he felt that, should the Parish Council be mindful to respond, then it should concentrate on residential development being provided on brown field sites within the Parish.

Cllr Lambie stated that there had been two occasions when the Parish Council had raised no objections in respect of proposed developments the subject of planning applications, namely: Birch Farm Equestrian Centre and the Brickendon Golf Club. However, the Chairman stated that the determination of a planning application by the Parish Council was undertaken as a statutory consultee. This was a completely different exercise and formed no part of the planning process.

RESOLVED that the documents be noted and no action be taken.

10. HIGHWAYS MATTERS

A report was submitted by Cllr Kotting. (See Appendix B)

11. MINUTES OF THE FANSHAWS ROOM COMMITTEE

Mrs Scott-Smith read out the contents of the attached report. (See Appendix C)

## 12. ELECTION OF FANSHAWS ROOM COMMITTEE

RESOLVED that the following membership of the Committee be confirmed:

Mr Bill Bircham

Ms Nicola Estherby

Mr Brian Johnson

Ms Brenda Lambie

Ms Nicola Morton

Mr Bryan Parkes

Ms Jackie Rorke

Ms Beryl Scott-Smith

Ms Chrissey Stevens

Cllr Barnard was elected to serve as the Parish Council's representative.

## 13. PARISH PLAN UPDATE

Cllr Lambie tabled the attached report for members' information. (See Appendix D)

With regard to the reference to funded activities in respect of 'Out to Play' and the 'Youth Connexions', the Clerk was requested to seek further information from Mr Valdis Belinis (East Herts Council).

## 14. COVERED NOTICE BOARD OUTSIDE FANSHAWS ROOM

Cllr Barnard informed members that he had obtained a quotation from Castle Joinery in Hertford to provide a freestanding notice board similar in design to the one opposite the Farmer's Boy in the sum of £268.00 plus VAT. A similar notice board with ground fixings for siting in Mangrove Lane would cost £316.00 plus VAT.

RESOLVED that the quotation for providing both notice boards be accepted.

## 15. FINANCIAL ACCOUNTS 2008/2009 AND AUDITOR'S REPORT

### 1. Financial Accounts 2008/2009

Members had been circulated with a copy of the 2008/2009 audited accounts, together with the Annual Return for submission to the Audit Commission.

RESOLVED that the documents be approved and be signed by the Chairman. The Clerk was request to arrange for a revaluation of the insurance cover on the Village Hall.

### 2. Auditor's Report

RESOLVED that the Auditor's Report be referred to a future meeting.

16. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

1. Payment of Accounts

RESOLVED that the accounts as set out in the attached document be duly authorised for payment. (See Appendix E)

2. Financial Statement

RESOLVED that the contents of the attached statement be received. (See Appendix F)

17. ITEMS FOR FUTURE AGENDA

- (i) Internal Auditor's Report.
- (ii) Transitional Period for Commons Act 2006.

18. CONFIRMATION OF DATE OF NEXT MEETING

It was confirmed that the next meeting would be held on Thursday, 23 July 2009, at 7.30 pm in the Fanshaws Room, Brickendon.

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There being no further business the meeting closed at 9.20 pm.