

BRICKENDON LIBERTY PARISH COUNCIL

MINUTES of the Brickendon Liberty Parish Council meeting held on Thursday, 24 September 2009, at 7.30 pm in the Fanshaws Room, Brickendon.

*Cllr T Barnard
*Cllr Mrs A N Downes
*Cllr G R Irwin (Chairman)

*Cllr L J Kotting
*Cllr J C Lambie

* denotes present.

In attendance: 7 members of the public.
PC Neil Dyton

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Mrs R Cheswright (HCC) and PCSO Neil Major.

2. DECLARATIONS OF INTEREST

None.

3. PARISHIONERS' COMMENTS

(i) PC Dyton reported on the following:

- Crime in Brickendon very low.
- One drink driver apprehended.
- Arson in Broxbourne – neighbour dispute.
- Pleased to attend the fete, which had been very successful from a Police point of view.
- Laser gun had been used over the preceding 2 months with very few people stopped.
- IMI reported on drug use in the grounds, but on occasional visits no-one found.
- Bayford Station – Pleased to report that he had been applying sticky leaflets to vehicles – desired result in that indiscriminate parking was significantly down.
- Traffic management – PC Martin Hickman had obtained funding for double yellow lines to be laid at the entrance to the station.
- New initiative being canvassed “provision of plastic car cut-out to give the perception of a Police parked car being present in the village”. Volunteers would be required to man “the car” which would need to be garaged locally. Members fully supported the initiative.

The Chairman thanked PC Dyton for his report.

(ii) Break-in in Brickendon Green

Mrs Scott-Smith referred to two recent attempted break-ins in Brickendon Green, which she was unsure had been reported to the Police.

PC Dyton was unaware of the incidents.

(iii) Parking Bay outside 10 Brickendon Green

Mrs Scott-Smith referred to the unsafe position which had resulted from the laying down of white lines.

Reference would be made to this matter under "Highways", Agenda item 7.

(iv) Large hole in the vicinity of the telephone box

A resident reported on the above which had resulted in his wife sustaining an injury. The matter had been reported to the Highways Authority on 21 September 2009 for action (Report Number 1456919)

(v) Provision of a Convex Mirror – junction of Fanshaws Lane/Brickendon Green

Nicola and Garry (Farmer's Boy) had offered to provide a mirror at the above location to improve egress.

Members were supportive of the initiative.

(vi) Footpath – Farmer's Boy to Village Hall

Miss Retallick reported on a depression in the footpath.

4. MINUTES OF THE LAST MEETING HELD ON 23 JULY 2009

RESOLVED that the Minutes of the last meeting held on 23 July 2009 be accepted as a correct record of the proceedings and be signed by the Chairman.

5. MATTERS ARISING

(i) Notice Board outside Fanshaws Room

Cllr Barnard stated that the notice board was still awaiting delivery which was expected sometime next week. Upon receipt, Cllr Barnard agreed to arrange the installation.

6. PLANNING

See attached Appendix A.

7. HIGHWAYS MATTERS

Cllr Kotting tabled the attached report (Appendix B) for members' information.

Cllr Mrs Downes expressed her concern regarding members' involvement in Truck Watch and she questioned their position, especially as the watch would involve the recording of photographic evidence. Cllr Mrs Downes was assured that the Parish Council was merely undertaking a traffic survey in a semi-official capacity. It was merely a data recording exercise.

8. MINUTES OF THE FANSHAWS ROOM COMMITTEE

Members had been previously circulated with a copy of the Minutes of the meeting held on 19 August 2009.

In the absence of the Minutes of the last meeting held 16 September 2009, Mrs Scott-Smith outlined the gist of the topics raised.

This year had seen a very successful fete with in excess of £5,500 having been raised. An Edwardian Cello evening had raised £400. Quotations had now been received for refurbishing the kitchen. A recent meeting had taken place on the Parish Plan element in respect of Youth Connections which was the remaining element outstanding.

9. PARISH PLAN UPDATE

Cllr Mrs Downes informed members that she was in correspondence with Thames Water regarding the viability of providing mains drainage. A response was awaited.

No further matters were raised.

10. FANSHAWS ROOM – INSURANCE

A letter had been received from the Council's Insurance Company (Allianz) confirming that the revised premium resulting from the building sum insured being reduced from £213,547.97 to £170,000 would be £1,051.36 (currently £1,795.45).

RESOLVED that with immediate effect the building sum insured be reduced to £170,000 with immediate effect.

11. CHILD REGISTRATION FOR SANTA CLAUS FOR CHILDREN'S CHRISTMAS PARTY

Cllr Lambie drew attention to the need for a CRB check to be undertaken in respect of the engagement of Santa Claus for the children's party. It was generally felt that responsibility for obtaining the check was that of the Fanshaws Room Social Committee and Mrs Scott-Smith indicated that Lynn Whitnall (Paradise Park) was qualified to carry out such checks. Mrs Scott-Smith agreed to have the matter discussed at the next meeting of the Social Committee.

12. ALLOCATION OF PRIZE MONEY FROM THE £500 SET ASIDE BY THE PARISH COUNCIL IN RESPECT OF WATT WATCH - MEETING 4 NOVEMBER 2008)

Cllr Lambie stated that part of the Watt Watchers plan was to provide a financial reward to diligent savers of energy. In this respect a proposal was proffered that a sum of £50 be advanced on top of the £500 Parish Council allocation to meet this expenditure.

The Chairman enquired as to the funds held in the Watt Watch account and he was informed that the current balance stood at approximately £130.

The general feeling of members was that this sum should be used initially to fund the reward proposal and once expended, then any further demands would be drawn down from the Council's allocation.

13. MAINTENANCE OF BRICKENDON GREEN

Cllr Lambie had previously circulated members with a copy of the attached document (see Appendix C) and he read out the contents of the document set out in Appendix D.

It was agreed that volunteers would be asked to carry out the minor maintenance with the work involving the use of machinery being carried out possibly by contractors.

The Chairman agreed to contact CMS to ascertain the most appropriate time for the work to be undertaken.

Mrs Scott-Smith agreed for an article to be placed in the next issue of the Parish magazine seeking volunteers.

The Chairman referred to the work required to the trees on the Green and he advised members that a survey had been carried out by Herts Tree Care. It was agreed that quotations be sought for undertaking the work and for this matter to be referred to the next meeting.

14. VILLAGE GREEN PARKING FEES

The Chairman referred to the recent entertainment event organised by the Farmer's Boy in aid of Keitch House Hospice Charity for Children and to the agreement by the Parish Council for the Village Green to be used to provide visitor parking. The event had been very successful with £100 having been raised from parking fees. The Farmer's Boy had donated £50 of the fees to Keitch House and offered £50 to the Parish Council.

Members were unanimous in their agreement for the Parish Council's allocation to similarly be donated to Keitch House.

15. INTERNAL AUDITOR'S REPORT ON 2008/2009 FINANCIAL ACCOUNTS

Members had been circulated with a copy of the internal auditor's report (see Appendix E) and they were referred to the recommendations contained therein with the following comments being made:

- R1 The Clerk informed members that he had researched the Alpha accountancy package (cost £100) as referred to in the recommendations, details of which were tabled for members' information.
An introductory session had taken place with a representative of RBS software solutions and it was proposed to implement the package during the current financial year. Members were pleased with the information given and approved the expenditure
- R2 Members were informed that the current fidelity guarantee amounted to £13,000 and based on the Audit Commission's guidelines this sum should be £23,000 based on the 2008/2009 end of year balance of £18,000 plus half of the 2009/2010 precept (£5,000). The Clerk to arrange.
- R3 The £5,000 set aside by the Parish Council had been identified as an earmarked reserve.
- R4 This item was noted.

16. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

(i) Payment of Accounts

RESOLVED that the accounts as set out in the attached Appendix F be duly authorised for payment.

(ii) Current Financial Statement

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

17. ITEMS FOR FUTURE AGENDA

- Precept 2010/2011.
- External Auditors report on the 2008/2009 Annual Return.
- Tree work – Brickendon Green.

18. CONFIRMATION OF DATE OF NEXT MEETING

Thursday, 26 November 2009, at 7.30 pm in the Fanshaws Room, Brickendon.

There being no further business the meeting closed at 8.50 pm