

## **BRICKENDON LIBERTY PARISH COUNCIL**

MINUTES of the Brickendon Liberty Annual Parish Council meeting held on Thursday, 27 May 2010, at 8.27 pm in the Fanshaws Room, Brickendon.

\*Cllr T Barnard

\*Cllr Mrs A N Downes

\*Cllr G R Irwin

\*Cllr L J Kotting

Cllr J C Lambie

\* denotes present.

In attendance: 5 members of the public.

### 1. ELECTION OF CHAIRMAN

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

Members expressed their gratitude to the outgoing Chairman (Cllr Irwin) for his guidance and professionalism during his term of office.

### 2. DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Kotting duly signed his declaration of acceptance of office form.

### 3. ELECTION OF VICE CHAIRMAN

RESOLVED that Cllr Mrs Downes 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 Lambie.

### 5. DECLARATIONS OF INTEREST

None.

### 6. PARISHIONERS' COMMENTS

#### (i) Potholes

It was reported that there was a very large pothole situated opposite Laundry Cottage and remedial work was requested as a matter of urgency.

7. MINUTES OF THE LAST MEETING HELD ON 25 MARCH 2010

RESOLVED that the Minutes of the last meeting held on 25 March 2010 be accepted as a correct record of the proceedings and be signed by the Chairman.

8. MATTERS ARISING

(i) Woodlands – Wormley West End

Cllr Mrs Downes gave members an update on the above expressing her deep concerns that it had been over two months without her having received the courtesy of a response from Mr P Dean (Enforcement Officer, East Herts Council). The Parish Council had also received no response to its formal complaints regarding the development taking place. Reference was made to correspondence which had now been received from both Mr Dean and Mr Sloper (Head of Customer Services, East Herts Council) following the matter being raised with both Mrs A Fremanis (Chief Executive) and Cllr William Ashley. The matter was to be reported to the next available Development Control Committee to seek authorisation to serve an enforcement notice requiring the removal of the hard surface and the cessation of the use of the land for the storage of building materials and the removal of all containers, plant and materials from the land.

Cllr Mrs Downes expressed her gratitude to Cllr Ashley for his intervention in this matter.

(ii) Adoption of Red Telephone Box

A letter had been received from English Heritage thanking the Parish Council for its application for listing of the K6 telephone kiosk. However, having visited the site and completed an assessment, the Secretary of State had decided not to list the building.

(iii) 40 Brickendon Lane

A letter had been received from Mr C Allingham, Enforcement Officer, East Herts Council, confirming that, as there was no condition imposed on granting permission for the garage restricting the usage, permission was not required to convert the building for residential accommodation incidental or ancillary to the enjoyment of the dwellinghouse.

9. PLANNING

To note the planning matters as set out in the attached document. (See Appendix A)

10. HIGHWAYS MATTERS

To note the attached report compiled by the Chairman. (See Appendix B)

11. MINUTES OF THE FANSHAWS ROOM COMMITTEE

Cllr Barnard gave a brief synopsis as follows:

- Parish Council's position in agreeing not to fund Committee expenditure had been explained.
- Nicola Estherby would complete the weed killing around the tennis courts.
- The car boot sale raised £388. Would ensure that future events were held on a Saturday.
- The Treasurer was looking to find more advantageous outlets to attract higher interest rates.
- It was looking as if the Village Fete would go ahead on 5 September 2010. Nicola Estherby was going to undertake the organisation.
- Volunteer members were required to sit on the Committee.
- 'Welcome to Brickendon' evening to take place on 21 July 2010. Katie Falloon had agreed to organise the event.
- The next meeting would be held on 16 June 2010.

12. ELECTION OF FANSHAWS COMMITTEE

RESOLVED that the following persons be duly elected to serve on the Committee:

Cllr T Barnard  
Mrs N Estherby  
Mrs K Hillaby  
Mr B Parkes

Cllr Irwin stated that every effort would be made to ensure that Parish Councillors attended the meetings of the Fanshaws Committee.

13. PARISH PLAN

The following points ere noted:

- Parish Paths – work in progress.
- Illegal lorries in the lanes – Truck Watch yet to commence.
- Bus service investigations – work in progress.

The Chairman stated that he had been in correspondence with Centribus who had expressed an interest in operating a new service from Hertford via Brickendon, Bayford, White Stubbs and Broxbourne Station. Having such a service would be dependent on securing the necessary funding from the Hertfordshire County Council. Members felt that such a service would be very popular in that it would link all three stations, Hertford, Bayford and Broxbourne. The Chairman stated that the owners of the Zoo might be prepared to contribute financially.

Cllr Mrs Downes referred to the lack of a bus service for Wormley West End and she asked that in the discussions with Centribus a service to Wormley West End be incorporated into the overall plan.

#### 14. OPEN SPACES SOCIETY

A letter had been received from the above organisation seeking a financial contribution to fund assistance to members of the public in lobbying the highways authorities in securing access to public rights of way by the removal of unauthorised gates and stiles.

Members were reminded that the Parish Council was a member of the Open Spaces Society and had provided the Society with support in the past.

RESOLVED that a donation of £50 be approved, such expenditure being authorised under Section 137 of the Local Government Act 1972.

#### 15. FINANCIAL ACCOUNTS 2009/2010 AND AUDITOR'S REPORT

Members had been circulated with a copy of the financial accounts for the year ended 31 March 2010, the report of the internal auditor and the Annual Return for submission to the Audit Commission.

RESOLVED that the financial accounts be approved and the Chairman be authorised to sign the Annual Return.

#### 16. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

##### (i) Financial Statement

The Clerk tabled for members' information a new format for future financial reporting (see Appendix C) which gave budget/actual comparisons, bank reconciliations and expenditure split over cost centres. There were a number of minor changes which were required to the accountancy package which would be reflected in future statements.

(ii) Payment of Accounts

RESOLVED that the accounts as set out in the attached statement (see Appendix D) be authorised for payment.

Note: The Clerk referred to the payment to Fletcher Trees and the recent concerns raised regarding the removal of a Horse Chestnut tree supposedly by the contractor. The Clerk stated that the tree had been identified as being diseased and in need of removal.

Members accepted the explanation and agreed to replace the Horse Chestnut and to provide a commemorative plaque.

17. ITEMS FOR FUTURE AGENDA

- Review of Standing Orders.
- Deed of Gift – Fanshaws.

18. CONFIRMATION OF DATE OF NEXT MEETING

It was confirmed that the next meeting would take place on Thursday, 22 July 2010, at 7.30 pm in the Fanshaws Room, Brickendon.

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There being no further business the meeting closed at 9.35 pm.