

BRICKENDON LIBERTY PARISH COUNCIL

MINUTES of the Brickendon Liberty Annual Parish Council meeting held on Thursday, 23 May 2013, in the Fanshaws Room, Brickendon, following the close of the Annual Parish meeting.

*Cllr Mrs L Ashley
*Cllr Mrs A Downes
*Cllr L Kotting

*Cllr Mrs M Laybourn
*Cllr J C Lambie

* denotes present.

In attendance: 7 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.

2. DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Kotting duly signed his declaration of acceptance of office.

3. ELECTION OF VICE CHAIRMAN

RESOLVED that Cllr Mrs Downes be duly elected to serve as Vice Chairman for the ensuing civic year.

4. APOLOGIES FOR ABSENCE

None.

5. DECLARATIONS OF INTEREST

None.

6. MINUTES OF THE LAST MEETING HELD ON 28 MARCH 2013

RESOLVED that the minutes of the last meeting held on 28 March 2013 be accepted as a correct record of the proceedings and be signed by the Chairman.

7. MATTERS ARISING

(i) Clements Farm – Replanting of Bunding

Cllr Mrs Downes was pleased to report that the bunded area had now been planted.

(ii) Improvements to drainage opposite Brickendonbury

Cllr Mrs Laybourn stated that no progress had been made with regard to the drainage problems at this location. However, she assured members that the matter was being pursued.

(iii) Paradise Wildlife Park

Cllr Mrs Downes stated that she had received no update from Mr Sampson on matters relating to the car park and signage.

(iv) Neighbourhood Watch/Police Report – hand-held radar gun

The Chairman reminded members that to meet the criteria, there was a need for a petition to be signed requesting the Police to initiate the required training to allow volunteers to operate the hand-held radar gun. He questioned whether this matter should be pursued.

Cllr Mrs Downes felt that this was something which was not a job for the general public and was also beyond the remit of the Parish Council. Cllr Lambie felt that it would be far better to investigate providing a vehicle activated sign with the facility to record registration numbers.

Members were in support of Cllr Lambie's suggestion and they agreed that this proposal be investigated.

(v) Flytipping – Wormley West End

Cllr Mrs Downes stated that the situation regarding flytipping had improved and the sign had been very effective.

(vi) Enforcement – Land Wormley West End

Cllr Mrs Downes informed members that Mr Paul Dean had spoken to the owner of the land who had advised him that the containers were ancillary to the proposed work being undertaken on the barn.

Local residents were monitoring the situation.

8. PLANNING

(i) General

RESOLVED that the contents of the attached document be noted and the decisions taken be ratified. (See Appendix A)

(ii) Planning Application 3/13/0204/FP – Brickendon Grange Golf Club

The Chairman wished it to be placed on record the Parish Council's gratitude to Deborah Davis and John Shack for all their help and assistance in successfully achieving a refusal by the District Council of the above application. Thanks were also extended to Mrs Beryl Matthews for organising the petition and to District Councillor William Ashley who spoke in support of the Parish Council's objection.

9. FANSHAWS ROOM COMMITTEE

RESOLVED that the minutes of the meetings held on 17 April and 15 May 2013 be received. (See Appendix B)

10. HIGHWAYS MATTERS

Cllr Mrs Laybourn stated that a repair to the drainage at Pembridge Lane had been undertaken, but had not, as yet, been put to the test.

Other highways issues were being pursued.

11. PARISH PATHS PARTNERSHIP

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

12. NEIGHBOURHOOD WATCH/POLICE REPORT/NEIGHBOURHOOD PLAN

(i) Police Report

PCSO Neal Major gave the following report which covered the period 29 March 2013 to 23 May 2013.

During this period there had been 4 crimes, 2 of which were drug related to activities in Pembridge Lane and Broxbourne Woods, one a theft of heating oil from domestic premises in Brickendon and one a theft of a Landrover from a resident in Brickendon.

The new Police Commissioner was pursuing a new initiative specifically targeting crime prevention and, in particular, a new initiative "immobiliser scheme". This was a national data base scheme for the public to register their valuables, which in the event of a theft and a recovery, owners could be quickly contacted. This initiative would also help the police in securing convictions. Neil agreed to forward information to Mr Dennis Downes for him to insert such information in the Parish magazine. Neal was pleased to report that PC Watson had had success in apprehending motor cyclists using rights of way and had issued a number of Section 59 notices.

Cllr Mrs Downes expressed her concern about the activities in Back Lane where there was evidence of drug taking and she requested an occasional Police presence.

In conclusion, Neal was thanked for his attendance

(ii) Neighbourhood Plan

In the absence of Mr Tony Roberts, Mr Dennis Downes read out the contents of the attached report. (See Appendix D)

13. HAPTC – NOMINATIONS FOR EXECUTIVE COMMITTEE

Members had been circulated with information from the HAPTC inviting nominations to fill a vacancy on the Executive Committee.

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

14. HIGH LEIGH GARDEN VILLAGE

Members had been made aware of a proposal (not a planning application) by High Leigh Garden Village Partnership to develop land west of Hoddesdon and immediately east of the A10 to provide between 600 and 700 new homes. Members felt that the proposals would seriously impact on the Parish of Brickendon, especially on residents in Mangrove Lane. A letter had been forwarded to the Partnership setting out the Parish Council's concerns and a response was awaited.

The Clerk was requested to forward a copy of the Parish Council's letter to Broxbourne District Council.

15. FINANCIAL ACCOUNTS 2012/2013, ANNUAL RETURN AND AUDITOR'S REPORT

Members had been circulated with a copy of the above mentioned documents.

(i) Financial Accounts 2012/2013

RESOLVED that the accounts be received.

(ii) Annual Return

RESOLVED that the contents of the Annual Return be approved and the Chairman be authorised to sign the document.

(iii) Internal Auditor's Report

The Clerk referred to the following recommendations contained in the report:

Review of Accounting Arrangements and Bank Reconciliations

R1 The Clerk should ensure that the previously acquired Alpha accounting software is implemented fully in 2013-14 with the need for separate manual recording dispensed with.

Review of Payments

- R2 The Clerk will need to ensure appropriate adjustments are made to the detailed Accounts and VAT reclaim to be submitted to HMRC for 2012-13.

Salaries and Wages

- R3 The Clerk should ensure that the un-deducted income tax on the 2011-12 arrears paid to him in 2012-13 are calculated and paid over accordingly in 2013-14.

Fixed Assets

- R4 The Clerk should ensure that the necessary amendments are made to the detail in the Supporting Notes to the 2012-13 Accounts in relation to the additional assets acquired in the year.

16. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

(i) Payment of Accounts

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

(ii) Financial Statement

RESOLVED that the details as set out in the attached statement be received. (See Appendix F)

17. ANY OTHER BUSINESS

(i) Celtic Harmony

The Chairman referred to a letter received from Claire Holt seeking a letter of support from the Parish Council for a new conservation grazing project at the camp for which an application was being made for funding. Cllr Mrs Ashley agreed to discuss the matter with Claire and report back to the Chairman.

(ii) Future information to Councillors/Public

Mr Dennis Downes suggested that in view of the amount of paper generated in the production and distribution of agendas, minutes and associated documents, the Parish Council should be looking to utilising the recently acquired projector and screen to display this information for members of the public. Additionally associated planning documents should be distributed to members via the website.

It was agreed that as an experiment the Clerk arrange for future agendas, minutes and planning information to be forwarded by this method.

18. ITEMS FOR FUTURE AGENDA

- Lease – Brickendon Green.
- Governance Review.
- Consideration of provision of vehicle activated sign.

19. CONFIRMATION OF DATE OF NEXT MEETING

It was confirmed that the next meeting would take place on Thursday, 25 July 2013, at 7.30 pm in the Fanshaws Room.

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