

BRICKENDON LIBERTY PARISH COUNCIL

MINUTES of the Brickendon Liberty Parish Council meeting held on Thursday, 24 September 2015, at 7.30 pm in the Fanshaws Room, Brickendon.

*Cllr Mrs J Camp
*Cllr L J Kotting (Vice Chairman)

*Cllr J C Lambie (Chairman)
Cllr A C Roberts
Vacancy

* denotes present.

In attendance: 7 members of the public.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Roberts.

The Chairman read out the contents of an email which he had received from Cllr McNeece dated 23 September 2015, a copy of which is appended to these minutes marked Appendix A.

2. CO-OPTION OF PARISH COUNCILLOR

RESOLVED that Mrs Lynn Whitnall be duly co-opted to serve as Parish Councillor. Cllr Mrs Whitnall subsequently signed her declaration of acceptance of office.

Members welcomed Cllr Mrs Whitnall to the Council and they hoped that she would enjoy her association with the Parish Council

3. DECLARATION OF INTERESTS

Cllr Mrs Camp 3/15/1233/FUL	Personal and prejudicial	Planning application
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4. MINUTES OF THE LAST MEETING HELD ON 23 JULY 2015

RESOLVED that the minutes of the last meeting held on 23 July 2015 be accepted as a correct record of the proceedings and be signed by the Chairman.

5. MATTERS ARISING

(i) Dog Bin purchase

Members were informed that the District Council had confirmed that the cost of providing and installing a bin would be £460. In view of the cost and the questionable need for a bin it was RESOLVED not to pursue a purchase.

However, members did agree to consider re-siting the bin currently in-situ to the rear of the village green.

6. PARISHIONERS' COMMENTS

(i) Plans for Celtic Harmony Camp

Members were given details of plans which were shortly to be submitted to East Herts Council for the provision of five new round houses and a pre-historic centre at the Camp. As a result of a change to the national curriculum new topics had been introduced concentrating on the stone age and iron age and the proposals would seek to fulfil these requirements, thus giving the children and their teachers a more in-depth study and learning experience.

It was hoped that the planning application would be submitted very shortly.

(ii) Proposed TRO – Sweetings Wood

The new owner of Sweetings Wood gave members details of his proposal to apply for a Traffic Regulation Order on BOAT 7 to effectively downgrade the right of way to restricted highway status. The process would entail applying to the Hertfordshire County Council requesting them to impose a TRO prohibiting the use by motor vehicles under the Road Traffic Act 1984.

Members were informed by the new owner that the use of the BOAT by four-by-four vehicles was a potential danger to the public and considerable damage was being perpetrated to the right of way and the wood. The Parish Council's support was sought in promoting the TRO. It was pointed out that there was no intention to restrict horse-riders and cyclists; the restriction was merely a means of stopping access to four-by-four vehicles.

The general feeling was one of scepticism and, whilst appreciating that there was misuse by four-by-four vehicles, it was felt that this was a matter for the Police to enforce and that the general public should not be denied access.

The Chairman stated that, as one member of the Council was absent and Cllr Mrs Whitnall had only recently been elected, to thoroughly debate the issues, the matter would be discussed informally by members in due course.

(iii) Seat on the Village Green

A request was made for a seat to be provided on the village green in the vicinity of the village sign. The Fanshaws Room Committee had indicated that it was willing to provide the necessary funding.

Members agreed to liaise with the Committee on this matter.

(iv) Overgrown hedge

Members' attention was drawn to the overgrown hedge along Brickendon Lane between Edwards Green and Swards Farm with a request that a letter be forwarded to the owner to cut back the overhanging branches.

7. PLANNING

RESOLVED that the contents of the attached schedule (see Appendix B) be received and the actions contained therein be ratified.

8. FANSHAWS ROOM COMMITTEE

(i) Minutes of the meeting held on Wednesday, 16 September 2015

RESOLVED that the minutes of the above meeting be received. (See Appendix C)

Members were informed that as a result of Mrs Downes vacating of office of Councillor, a member of the Parish Council no longer attended the Committee meetings.

The Chairman stated that this matter would be addressed and Cllr Mrs Whitnall indicated her desire to attend the next meeting. Should her commitments be such that she would be unable to attend, then another member of the Council would attend the meeting.

With regard to the fete, which everyone agreed was a huge success this year, the Chairman proposed a vote of thanks to the Fanshaws Room Committee for all their hard work and effort.

9. HIGHWAYS

Cllr Ms Camp reported on the following:

- Defaced signs in Brickendon to be cleaned.
- Culvert outside the church still blocked – reported to Highways.
- Flooding problems that frequently occurred in Brickendon Lane on the bend opposite the Tun Abul Razak driveway and adjacent to a raised banked field entrance had been addressed by the farmer by diverting run-off water from the field into the roadside ditch. Gratitude was extended to Mr R Bone for initiating the work on his land,

10. PARISH PATHS PARTNERSHIP

The Chairman tabled the attached report (see Appendix D) which had been compiled by the Chairman.

RESOLVED that the contents of the report be noted.

11. NEIGHBOURHOOD WATCH/POLICE REPORT

In view of the lack of presence by the Police no report had been forthcoming.

Members referred to a number of incidents, viz:

- Theft of vehicle from Freedom Farm.
- Flytipping in West End Road, Wormley West End.

It was further reported that with the departure of Mr Downes, who had reported at Parish Council meetings, there was now no Neighbourhood Watch Co-ordinator for Brickendon Liberty parish.

12. VILLAGE GREEN

(i) Land dispute

The Chairman informed members that, following discussion with the Golf Club, the Club had agreed to enter into a lease with the Parish Council on the area of land currently included in the lease with the Wallace family and to pay half of the legal costs. The Parish Council's Solicitors were in discussion with the Solicitors acting for the Golf Club with a view to concluding a new lease.

(ii) Electrical supply to the Village Green

Cllr Kotting informed members that the work involved in providing an electrical supply to the Village Green was scheduled to take place on 12 to 14 October and a road closure would be in place for the duration of the work.

13. ANNUAL PLAYGROUND INSPECTION REPORT

Members had been circulated with a report compiled by East Herts Council. The Clerk was requested to forward a copy of the report to Timber play, the company contracted by the Parish Council to carry out quarterly inspections of the equipment, with a view to an inspection by them.

14. GOVERNANCE REVIEW

Members were advised that under the Local Government and Public Involvement in Health Act 2007, East Herts Council could take action to review the electoral arrangements of a Parish and to assess whether an increase in the number of Councillors could be justified.

Members were reminded that this matter had first been discussed in 2012 when a decision was taken at the time to defer discussion until nearer the time when the District Council was close to adopting its District Plan.

The Chairman stated that clarity on the progress to date in adopting the new emerging District Plan would be made known at the meeting of the District Council to be held on 22 November 2015. As this would have a bearing on progress with regard to the Neighbourhood Plan it was felt to be prudent to defer a decision on the Governance issue until the November meeting of the Parish Council.

15. RISK ASSESSMENTS

(i) Operational

RESOLVED that the attached document be formally adopted.

(ii) Financial

RESOLVED that the attached document be formally adopted.

16. PATH TO THE STATION

The Chairman informed members that the work to provide the path to the station had been completed by Groundwork Hertfordshire and their contractor Honour & Sons Landscape Ltd with contributions coming from Hertfordshire County Council Rights of Way, Cllr J Taylor's (HCC) locality budget and East Herts Council's Community Grant. The Parish Council had also funded the project with a contribution of £2,000 from Parish Paths Partnership and £6,200 being met from the Parish Council's precept.

Cllr Kotting wished that it be placed on record the Parish Council's gratitude and, indeed the gratitude of the residents of the parish, to the Chairman for all his hard work in bringing about this much needed safety feature for the parish.

17. VILLAGE SIGNS - REPLACEMENTS

Reference was made to the need to arrange for the replacement missing place-name for Wormley West End. Members agreed to ascertain the precise wording and for this item to be referred to the November meeting for further discussion

18. OCTOBER LITTER PICK

Members agreed that this matter be deferred for discussion at the January 2016 meeting.

19. NEW BANK MANDATE

The Clerk handed members the individual mandate forms for their completion with each member present duly signing the composite mandate form. The Clerk agreed to deposit the latter with the NatWest Bank in order to affect the new mandate.

20. CLERK'S JOB DESCRIPTION

Members had been circulated with a copy of the Clerk's current job description for information.

21. FINANCIAL ACCOUNTS 2014/2015

Members had been circulated with a copy of the External Auditor's report which contained advice that the Annual Return had been qualified for reasons set out in the attached document (see Appendix E).

It was noted that this matter had now been addressed. See Agenda item 15 above.

RESOLVED that the Annual Return be adopted.

22. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

(i) Payment of Accounts

RESOLVED that the accounts as set out on the attached schedule (see Appendix F) be duly authorised for payment.

(ii) Financial statement

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

23. ITEMS FOR FUTURE AGENDA

- Budget/actual comparison statement.
- Calendar of meetings for 2016.
- Neighbourhood Plan – update.
- Governance Review (November meeting).
- Name-plate for Wormley West End (November meeting).
- October Litter Pick (January 2016 meeting).

24. CONFIRMATION OF DATE OF NEXT MEETING

It was confirmed that the next meeting would take place on Thursday, 26 November 2015, at 7.30 pm in the Fanshaws Room.

There being no further business the meeting closed at 9.30 pm.