

BRICKENDON LIBERTY PARISH COUNCIL

MINUTES of the Brickendon Liberty Annual Parish Council meeting held on Thursday, 26 May 2016, following the closure of the Annual Parish Meeting.

*Cllr Mrs J Camp

*Cllr L J Kotting

*Cllr J Lambie

*Cllr A C Roberts

*Cllr Mrs L Whitnall

* denotes present.

In attendance: 9 members of the public.

1. ELECTION OF CHAIRMAN

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

Cllr Roberts extended his gratitude to Cllr Lambie for all his hard work on behalf of the parish over the preceding twelve months, a sentiment which was echoed by all members.

2. DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Lambie 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

None.

5. DECLARATIONS OF INTEREST

None.

6. MINUTES OF THE LAST MEETING HELD ON 31 MARCH 2016

RESOLVED that the minutes of the last meeting held on 31 March 2016 be accepted as a correct record of the proceedings and be signed by the Chairman.

7. MATTERS ARISING

(i) Nameplate – Wormley West End

The Chairman informed members that a quotation had been obtained for providing a nameplate for Wormley West End and the details would be finalised shortly.

(ii) Defibrillator training

Members agreed that the training provided was absolutely superb and efficient. Cllr Mrs Whitnall stated that the aim of the training session was to give people a working knowledge of the equipment and to give them confidence in its use. Cllr Kotting stated that he had provided a brief resume of the session for inclusion in the Parish Newsletter.

A question had been raised at the Annual Parish Meeting as to whether consideration should be given to those persons having attended the training session to be mentioned in the Parish Newsletter. Members were firmly against such a course of action.

The Chairman requested that consideration be given to holding annual training sessions in the future and for this to be discussed as an agenda item at a future meeting.

(iii) Public seat on the Village Green

The Chairman confirmed that the seat would be installed within the next few weeks.

8. MINUTES OF EXTRAORDINARY MEETING HELD ON 16 APRIL 2016

RESOLVED that the minutes of the extraordinary meeting held on 16 April 2016 be confirmed as a correct record of the proceedings and be signed by the Chairman.

9. MATTERS ARISING

No matters were raised. However, the Chairman gave a resume of the discussions which has taken place at the meeting.

10. PARISHIONERS' COMMENTS

(i) Drainage problems outside Holy Cross Chapel

Concerns were once again raised with regard to the blocked gulley, which despite having been reported some time ago, no action had been taken to undertake cleansing work. Cllr Mrs Camp stated that she had continued to report this matter to both the District and County Councillors to no effect. The Chairman suggested that Cllr Mrs Camp make contact with Mr James Vine, Highways Engineer, HCC.

(ii) Bushcraft Ltd

Concerns were expressed regarding the possible conflict with vehicles and pedestrians using the wood and a request was made that the owners (Gascoyne Cecil Estates) should be made aware that the wood was used by dog walkers.

The Bushcraft Camp Manager (Olie), who was present in the audience, agreed to address the issues.

11. PLANNING

(i) Planning - General

Members had been circulated with a copy of the attached document (see Appendix A).

RESOLVED that the contents of the document be received and the decision taken be duly ratified.

(ii) Electricity supply to New Homes

The Chairman had been informed that a new electricity supply would be required for the new homes to be erected to the rear of the village green, which would be a completely new twin supply coming directly off the supply from the main highway and thence along the track leading to the site. When in place work would be carried out by the Golf Club's contractors to upgrade the old road to their back gate which would be a great improvement and would restore the gravelled track crossing the Village Green to the houses.

12. FANSHAWS ROOM COMMITTEE

RESOLVED that the minutes of the meeting held on 18 May 2016 be received. (See Appendix B)

13. HIGHWAYS MATTERS

Cllr Mrs Camp stated that she had nothing new to report other than to inform members that all the potholes in Mangrove Lane had been repaired following a recent accident involving a cyclist who came off his cycle and collided with a van.

The Chairman referred members to an email received from County Cllr Mrs Janette Taylor in which she had stated that £10,000 had been ring-fenced for pothole repairs in the Ware South Division, which included the Parish of Brickendon. Councils were being asked to supply a list of those potholes in need of repair and to register the list with the HCC Highways Agency by 31 May 2016. The Chairman and Cllr Roberts agreed to action this matter.

Cllr Mrs Whitnall informed members that traffic calming measures were being introduced in the vicinity of Paradise Park with the aim of achieving speed limit reduction.

14. PARISH PATHS PARTNERSHIP

The Chairman informed members that he had obtained a quotation in the sum of £730 to complete the path work with the expenditure being met from this year's PPP grant.

15. NEIGHBOURHOOD WATCH/POLICE REPORT

The Chairman stated that no one had come forward to fill the vacant position of Parish representative for Wormley West End or for Co-ordinator for the Parish. It was also disappointing that there was no Police presence at Parish Council meetings. It was further mentioned that the crime statistics supplied were for Hertford Rural South and nowhere were any figures available purely for the Parish of Brickendon (unlike in previous years when such information had been made available by the Police).

Cllr Mrs Camp agreed to discuss this matter with PC Duncan Wallace/PCSO Neal Major.

16. NEIGHBOURHOOD PLAN

Cllr Roberts informed members that he would be updating the draft plan next week prior to submission to East Herts Council.

The Chairman felt that the updated version should be put before a meeting of the full Steering Group prior to submission to the Parish Council to which members concurred.

17. SENIOR'S CHAMPION

The Chairman stated that he was looking to someone in the village (a concerned resident), who would voluntarily undertake to keep regular contact with the frail, elderly and disabled, particularly those living alone in the Parish of Brickendon Liberty, and alert the appropriate authorities in the event of an impending crisis.

There was no budget for this unofficial activity, but reference would be made to local charitable organisations should specific funding be needed.

Members, whilst supportive of the initiative, were of the opinion that such a position could not be shouldered by one person and that people should be made aware of the potential problem.

18. PARISH RANGER

The Chairman stated that he was looking to secure the voluntary services of an active resident, who would undertake minor projects in maintaining Parish Council infrastructure and alerting the Parish Council to practical issues that needed addressing in the parish, plus carrying out risk assessment paperwork prior to working on each project once agreed by the Parish Council.

There was no budget for this voluntary activity, although, if a grant for a particular project was obtained, then the contractor designated to carry out the work could be paid.

Members were fully supportive of the initiative.

19. SPRING MEADOW VERGE

A letter dated 11 April had been sent from Brickendon Liberty Parish Council to Mr D Smith instructing him by 31 May 2016 to remove bamboo plants from the common land verge and to plant indigenous species to eventually recreate a hedge adjacent to the fence bordering on Spring Meadow (to the left of the unapproved gates) from where he had previously removed undergrowth and bushes.

It was noted that to date the Parish Council's demand had not been acknowledge or acted upon by Mr Smith and so it was proposed that the Parish Council, following the passing of 31 May deadline, should write to Mr Smith advising him that the bamboo plants would be removed by contractors and the cost of their removal would be invoiced to Mr Smith for payment within 30 days of the invoice date.

Members felt that Mr Smith should be allowed 28 days in which to reinstate the verge following which action would be taken as set out above.

The Chairman agreed to liaise with the Clerk.

20. FINANCIAL ACCOUNTS AND AUDITOR'S REPORT 2015/2016

Members had been circulated with a copy of the following documents:

- Financial Accounts 2015/2016.
- Internal Auditor's Report on the Financial Accounts.
- Annual Return for submission to the External Auditor.

RESOLVED that:

- (i) The Financial Accounts and Auditor's Report be approved.
- (ii) The contents of the Auditor's Report be received and the Clerk ensure that the recommendations be actioned.

21. PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

(i) Payment of Accounts

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

(ii) Financial Statement

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

22. ITEMS FOR FUTURE AGENDA

- Defibrillator Training.

23. DATE OF NEXT MEETING

It was confirmed that the next meeting would take place on Thursday, 28 July 2016, at 7.30 pm in the Fanshaws Room, Brickendon.

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

BRICKENDON LIBERTY PARISH COUNCIL

PLANNING

1. Comments forwarded to East Herts Council on current planning applications:

No objections

3/106/0690/FUL – Proposed glazed extension with grand sliders and brick piers to bar, extension to kitchen area plus two storage containers at Brickendon Grange Golf Club.

3/16/0805/HH – Part single-storey/part two-storey rear extension, alterations to fenestration at The Bothy, Long Leys, Fanshaws Lane, Brickendon.

3/16/0692/HH – Raise roof to create first floor and single storey side extension, alterations to fenestration at rear of Brica Cottage, 2 Thrift Cottages, Brickendon Lane, Brickendon.

3/16/0696/FUL – Internal alterations to store to provide office/store and golf trolley store and extension to provide new workshop plus new store for 20 golf buggies at Brickendon Grange Golf Club.

Objections

3/16/0869/FUL – Erection of a one and half storey farm manager's dwelling, including associated landscaping to replace existing temporary accommodation approved under planning consent 3/15/2375/FUL at Dalmonds Wood Farm, Mangrove Lane, Brickendon.

3/16/0867/OUT – Erection of detached dwelling on land adjacent to Nutwood House, West End Road, Wormley West End.

2. Planning permission granted by East Herts Council

3/16/0363/HH – Replacement of existing pool and leisure building at Monks Green Farm, Mangrove Lane, Brickendon.

3/16/0364/LBC – Replacement of existing pool and leisure building at Monks Green Farm, Mangrove Lane, Brickendon.

3/16/0525/FUL – Construction of farm building to house beef cattle and for general purpose agricultural use, including straw and forage storage, machinery and implement storage at Jepps Farm, Mangrove Lane, Brickendon.

3/16/0690/FUL – Proposed glazed extension with grand sliders and brick piers to bar, extension to kitchen area plus 2 storage containers at Brickendon Grange Golf Club.

3/16/0696/FUL – Internal alterations to store to provide office/store and golf trolley store, extension to provide new workshop plus new store for 20 golf buggies at Brickendon Grange Golf Club.

3. Planning permission refused by East Herts Council

3/16/0450/ARPN – Change of use from agricultural building to dwelling house at Edwards Green Farm, Brickendon Lane, Brickendon.

3/16/0692/HH – Raise roof to create first floor and single storey side extension, alterations to fenestration at Brica Cottage, rear of 2 Thrift Cottages, Brickendon Lane, Brickendon.

3/16/0784/PNHH – Single storey rear extension at 4 Swards Farm Cottages, Brickendon Lane, Brickendon.

4. Appeal

An appeal has been lodged to the Secretary of State against the District Council's refusal of planning permission for the following:

3/15/2367/FUL – Proposed erection of detached garage/workshop building at Hedgegrove Farm, Pembridge Lane, Broxbourne.

5. Awaiting comments

3/16/1087/HH – Demolition of shed and car port adjacent to existing dwelling and existing rear and side lean-to extension, the construction of new two-storey hipped roof side extension at Lower Hacketts, 42 Brickendon Lane, Brickendon.

3/16/1092/FUL – Provision of a permanent two-storey farm manager's dwelling and single storey detached garage at Owls Hatch Farm, Brickendon Lane, Brickendon.

3/16/1162/ARPN – Change of use from agricultural building to dwelling house (re-submission of 3/16/0450/ARPN) – Edwards Green Farm, Brickendon Lane, Brickendon.

3/16/0776/FUL – Construction of a pair of new semi-detached two-bedroomed affordable dwellings at 8 Fanshaws Lane, Brickendon.

BRICKENDON LIBERTY PARISH COUNCIL

PAYMENT OF ACCOUNTS

684	Irwin Associates	365.00	Annual website maintenance
685	HAPTC	342.15	Annual subscription
686	Cllr J Lambie	120.00	Chairman's allowance 2015/2016
687	J Ingham	282.60	Expenses 2015/2016
688	HAPTC	105.00	Delegate's fees – Planning seminar
689	Zurich Municipal	1,028.33	Insurance
690	HCC	25.14	Stationery
691	Mrs R J Retallick	74.56	Litter Agency
692	Cllr J Lambie	45.76	Reimbursement – purchase of seeds
DD	BT	88.50	Broadband

