

# BRICKENDON LIBERTY PARISH COUNCIL

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Minutes of Parish Council Meeting held on 27<sup>th</sup> July 2017 at 7pm in the Parish Hall, Fanshaws Room, Brickendon.

**Present;** Cllr Lynn Whitnall (chair), Cllr Leslie Kotting,(vice chair), Cllr Julia Camp, Cllr Tony Roberts, Cllr John Lambie

**In attendance:** Laura Brooks-Payne (Parish Clerk), 3 members of the public and District County Councillor Jonathan Kaye.

1. **To receive apologies for absence and approve;** None
2. **To receive Declaration of Interest and dispensation:** None
3. **To approve the minutes of the Parish Council Meetings, 25<sup>th</sup> May and 16<sup>th</sup> June:** Unanimously approved and signed by Cllr Whitnall.
4. **To receive the planning report:** The clerk had issued the report prior to the meeting in a different 'table' format. It was agreed the report was easier to follow and read at a glance and a few changes were made to make it even more informative. Historically this has been read out, there is little need to do this as the information is easy to see and also publicly available.
5. **To receive the minutes from the last Fanshaws Room Committee meeting:** this was reported on by Linda Ashley and is attached.
6. **To receive a report on Highways Matters;** Cllr Camp reported; Potholes had recently been repaired in Mangrove Lane.

Bushcraft have planned for the future to use a different entrance and exit, thus helping with traffic meeting on the narrow lane.

Speed Indicator Devices (SID's) are typically provided at the discretion of the local County Cllr, funded using the highways locality budget. Alternatively the parish council could self-fund or bid for funds from the Police and Crime Commissioners Road Safety Fund. Information needs to be collated in the first instance to gather data on speed, history of collisions etc. It was also noted that the devices use solar power so need to be in areas clear of foliage.

Cllr Whitnall reported on the deep pot holes on White Stubbs Lane and Pembridge Lane which have now become very dangerous.

**ACTION;** Cllr Kotting to arrange a date for Cllr's to meet to discuss possible siting locations.

7. **To receive the neighbourhood watch and local crime report:** Neil Majors not in attendance.

8. **To discuss possible speed hump on Fanshaws Lane:** Cllr Kotting reported that a resident living on Fanshaws Lane had suggested speed humps to slow the traffic. It was noted that speed humps were not always effective and can produce negative effects such as increased noise and pollution. There was some discussion on alternative measures. Parking directly on the road would naturally slow traffic in either direction. ACTION: Cllr Kotting to contact the IMI (Institute for Motor Industry), whose premises reside in Fanshaws Lane, to ask if they could gently remind staff to be mindful driving through the residential area. Clerk to email highways to ask for suggestions for traffic calming along Fanshaws Lane.
9. **To discuss recruiting a neighbourhood watch co-ordinator;** Cllr Lambie has produced a Neighbourhood watch poster advertising for co-ordinators for the individual parish areas. These were distributed to cllr's and members of the public. The poster is also up on noticeboards and will be featured in the newsletter.
10. **To discuss and approve a new site for the spare bin and bench and an additional bench on Brickendon Lane;** new site was approved at the Tennis courts and has now been installed. Cllr Lambie reported that it would be a good idea to have a bench approximately half way up the new path to the station. ACTION: Cllrs to look at possible locations.
11. **To discuss extending the tennis pavilion;** Cllr Kotting reported that the village needs more storage. Private residences are currently storing large village owned items. This could be in the form of a large bespoke made shed. Linda Ashley reported that perhaps a grant can be secured from Community Grants Programme for this work. ACTION: Cllr Kotting to co-ordinate liaising with Fanshaws Committee, Highways and Planning at East Herts District Council to get this project off the ground.
12. **To receive a report on potential new car parking spaces;** Cllr Roberts is currently researching who owns the verges in certain locations. However it had been noticed that parking along Brickendon Lane naturally slows the traffic to an acceptable speed. ACTION: Cllr Roberts to continue his research. Clerk to email Planning and ask if we have access to Land Registry Plans as a Parish Council.
13. **To discuss newly installed items on the Insurance renewal:** The insurance will be reviewed when new items have been installed at the playground.
14. **To approve Payment for Internal Auditor;** Invoice is £242. Approved by Cllr Whitnall and seconded by Cllr Lambie.
15. **To discuss clerk salary;** This was referred for discussion by councillors after the main meeting without the clerk present. To be reviewed at next meeting in September.
16. **To discuss changing details of the BT phone bill over to the new clerk:** Clerk explained that she had managed to change the contact details of the account, but to change the name on the account, (unless it is a business account) a new account would need to be opened for the clerk personally. It was agreed unanimously to leave in previous clerk name with the clerk's address on the account.
17. **To approve replacement swing purchase:** unanimously approved. Clerk has ordered.

18. **To report on the 'holes' in the historic wall on the village green:** Cllr Lambie reported these 'holes' are not recent modifications but historic, circa.18<sup>th</sup> Century holes.

19. **To review environmental updates; future work on the pond, Bushcraft and Sweetings Wood:**

POND: future work will be carried out in October.

BUSHCRAFT; Cllr Lambie distributed a pack with all correspondence that has been received to date on the issues at the site. In recent weeks Bushcraft have expanded the site to take 700 children at one time camping in the woods. Residents, Farmers and businesses are being greatly affected. The concentration of traffic is untenable and affecting residents lives. The site, in the Parish Councils view, is not suitable due to the location. Complaints are coming in daily. Cllr Lambie composed a letter to send to Lord Salisbury, owner of the land, after receiving an unsatisfactory reply to our previous letter sent to his offices. Cllr Kotting suggested an alternative draft to the letter with a 'softer approach' together with asking if Lord Salisbury is aware of the dangers. Discussion was had as to whom was best to write to. ACTION: Cllrs to redraft another letter together to send to Lord Salisbury.

SWEETINGS WOOD; A resident had emailed Cllr Whitnall stating that fencing had now been erected on the boundary of the site. ACTION; Cllr Whitnall to respond to resident.

20. **To complete a form to allow the PC to do online banking with Natwest;** Another form was needed to allow two to sign and the clerk to do online banking. This was signed by all councillors and clerk.

21. **To approve the financial statement and payment of accounts:** APPROVED and signed by Cllr Whitnall.

22. **Matters for future consideration and confirmation of the date of the next Parish Council Meeting; Thursday 28<sup>th</sup> September 2017:** A resident reported that cars parking by the bus shelter was a problem and in addition the road closing for 4 days had affected the bus service. Cllr Kotting did report that cars parked near the bus stop did affect the ability to see if the bus was coming. ACTION; clerk to email Centrebus to ask if they could automatically stop at both bus stops in Bayford and Brickendon.

Meeting date confirmed.

23. **To receive correspondence – clerk:** clerk had received a letter on waste and recycling consultation. ACTION: clerk to put document on the website.

24. **To close the meeting;** Meeting was closed by Cllr Whitnall at 9.45pm.