

# BRICKENDON LIBERTY PARISH COUNCIL

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Minutes of Parish Council Meeting held on 28<sup>th</sup> September 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:** 3 members of the public.

1. **To receive apologies for absence and approve;** Laura Brooks-Payne (clerk) due to illness.
1. **To receive declaration of interest and dispensation:** none
2. **To approve minutes of Parish Council meeting 27<sup>th</sup> July 2017:** all matters arising will be dealt with in this meeting as they are on the current agenda. Unanimously approved and signed.
3. **Matters for future consideration and public participation:**

## BUSHCRAFT

Alison Ray from Jepps Farm in Monks Green advised the PC of the current position of coaches dropping off the children to activities at Bushcraft. Off-loading of luggage is now occurring on the bridleway and blocking the passage to bikes, horses and walkers over approx.2-3 hours. Coaches are also approaching via Cock Lane. Lynda Ashley also noted buses picking up children from Bayford Station. Cllr Lambie has photographs of the one way system not being adhered to which was put in place for coaches. **ACTION:** Clerk to email Hertfordshire rights of way, Lord Salisbury and MP Mark Prisk to inform them of this activity.

## DALMONDS WOOD FARM

There is evidence of logging going on here, the PC discussed if they have a tree felling licence. **ACTION;** Cllr Kotting to ring EHDC planning department for more information.

## FIREWORK DISPLAY

A resident questioned who would clean up the residual debris left over from the forthcoming firework display at The Farmers Boy. The PC explained that we have no jurisdiction over the display. **ACTION;** Cllr Lambie will speak with the landlord of The Farmers Boy

4. **To receive the planning report:** Councillors had received the updated report on current applications. There was a question as to whether the work had started at Dalmonds Wood prior to planning consent being given. **ACTION;** Cllr Camp to look at the report.
5. **To receive the minutes from the last Fanshaw's Room Committee meeting:** None. No meeting since the last Parish Meeting. It was noted that the September Fete was a success albeit the weather not being brilliant.

6. **To receive a report on highways matters:**

Traffic Management at Bushcraft is not working.

Review of SID sites need to be undertaken.

Fanshaw Lane speed limiting measures not a particularly viable option (clerk received email reply from highways)

Pothole report needs to be updated.

Fly tipping is increasing. If this is seen it needs to be reported to the police for a crime reference number to be logged as a rural crime.

The IMI have asked Cllr Kotting to review the parking on the junction of Fanshaws and Brickendon Lane because cars block the view towards Hertford.

**ACTION:** Cllr Roberts to organise a visit to potential SID sites within the parish. Cllr Kotting to report back on car parking.

7. **To receive the neighbourhood watch and local crime report:**

NEIGHBOURHOOD WATCH

Cllr Lambie received a reply for a neighbourhood watch co-ordinator and Mr Hugh Lambie will kindly take on Fanshaws Lane.

LOCAL CRIME REPORT

Cllr Camp reported 1 vehicle theft in July, no reported crimes in August and 1 criminal damage at a farm location in September.

8. **To receive a report on potential new car parking spaces:** Clerk obtained details as to how we can easily obtain free information on grass verge ownership. Cllr Roberts is working on this and has received details. Cllr Roberts needs to acquire specific locations to confirm ownership. Cllr Whitnall to advise as to who she dealt with acquiring ownership of Pembridge Lane verges.

9. **To approve clerk salary increase:** It was discussed that an appraisal will be arranged with the clerk.

10. **To approve payment from Little Berkhamsted Parish Council for use of the printer:** Little B, in their last meeting, approved £100 per year for the printer use excluding paper. This has been paid. Queries still outstanding. **ACTION:** add to next agenda.

11. **To approve yearly purchase of office software for PC laptop:** Approved unanimously. Current yearly cost for single laptop use for Office Software is £60.00.

12. **To discuss NHS Consultations:** None of the councillors attended a recent NHS Consultation meetings. We await the outcome from the meetings.

13. **To report on the progress of new storage shed at Tennis Pavilion, Cllr Kotting:** planning application was submitted by the clerk to EHDC, further detail and payment needed, Cllr Kotting dealing with this.

14. **To approve cost for laying of seed for wild flowers around the village sign:** Councillors approved a budget of £150 to renew topsoil and re-seed.

**15. To review environmental updates; Sweetings Wood, Bushcraft:**

**SWEETINGS WOOD**

No recent complaints. Litigation is ongoing with IMI as they claim to own verge land on Fanshaws Lane bordering the wood affected a perceived right of way into Sweetings Wood.

**BUSHCRAFT**

Clerk received a reply from a letter sent to Lord Salisbury, Councillors agreed that it was not considered to be satisfactory. Noise pollution still a problem. **ACTION:** The PC will draft a reply advising that the proposed traffic plan was not working and the situation is unsatisfactory. Councillors will organise a meeting with Bushcraft staff to discuss ongoing issues.

**PLAY AREA**

Cllr Lambie gave an outline of the East Herts Council Play inspection report, confirming all minor risk issues. Discussion was had about asking Timberplay, the supplier of the equipment, to investigate further. An estimate of £450 would be needed for a survey and report on what remedial work was needed which would be funded by the Fanshaws Room Committee. **ACTION:** Clerk to organise for Timberplay to undertake a survey and provide a quotation to undertake any further necessary work.

**LITTER PICK**

Date agreed Sunday 19<sup>th</sup> November 2017 at 10am. **ACTION:** Cllr Lambie to request appropriate equipment for it from District Councillor Charlotte Snowdon.

16. **To approve payment of additional fencing around the Village Green:** Approved unanimously.
17. **To approve the financial statement and payment of accounts:** Clerk reported by email that the online banking agreement is now set up and in use. No cheques to sign and in the absence of the clerk, invoices will be approved and initialled at the next meeting. Jean Retallick (litter pick) to advise of bank details to be paid. Financial statement approved and will be signed at the next meeting. **ACTION:** Clerk will design a simple 'receipt' for payments done by bank transfer.
18. **To receive correspondence, inc. letter from Mark Prisk MP – clerk:** Councillors had received a letter emailed by the clerk from MP Mark Prisk commenting on the land trust formation. **ACTION:** Clerk to reply thanking the MP for the letter and that the PC will investigate and consider. Neighbourhood Plan to be progressed and option of a CLT to be considered for inclusion.
19. **Confirmation of the date of the next parish meeting:** Thursday 23<sup>rd</sup> November 2017 confirmed.
20. **To close the meeting:** Cllr Whitnall closed the meeting at 9.10pm.