



# BRICKENDON LIBERTY PARISH COUNCIL

Parish Clerk: Laura Brooks-Payne  
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## Minutes of the Annual Parish Meeting held (APM) on Thursday 23<sup>rd</sup> May 2024 at 7pm at Fanshaws Room, Brickendon Lane, Brickendon Liberty

**PRESENT:** Cllr Tony Roberts (Chair), Cllr Philip Cosford, Cllr Alistair Whitaker, Cllr Amanda Whitaker, Cllr Hannah O'Donnell

**IN ATTENDANCE:** Laura Brooks-Payne (Clerk), Lewis ?? Members of the Public, Tim Hoskin - District Councillor

- 1. Opening of the meeting by the Chairman:** Cllr Roberts welcomed everyone to the meeting.
- 2. Apologies for Absence:**  
None
- 3. To approve Minutes of Annual Parish Meeting 2023:**  
Minutes were approved unanimously.
- 4. To discuss Matters arising from the Minutes of the Annual Parish Meeting 2023:**  
None
- 5. Parish Council Review of the Year:**

Cllr Tony Roberts reported as follows;

Firstly let me say thank you to the Cllrs who have been in office this last year, our Clerk, FRC and the residents of the Parish for their continuing involvement and support throughout the year. We look forward to it continuing.

Our thanks also go to our Herts County Cllr Jonathan Kaye together with our District Councillor Tim Hoskin for their ongoing support and assistance on a number of matters during the course of this last year

A summary of the achievements for the year include:

- The publication and distribution of the Parish newsletter (thanks to Brenda Lambie)
- Maintenance of the parish website (thanks to Hannah O'Donnell).
- Maintenance of waste collection (thanks to Jean Retallick).
- Management of grass cutting on and around the green, by AT Bone Ltd and Shaun Butterfield.
- Maintenance of the PC's review of planning applications and enforcement issues.
- Maintenance of the PC's engagement with the Highways Authority and local Policing services.
- Management and actions arising from comments made by members of the public.
- Management of the Tennis Court annual maintenance plan.

- Maintenance of the 5No. defibrillators we currently have in the Parish at Fanshaws Room, the Phone Box on Brickendon Lane, Monks Green Farm, Blackfields Farm and Clementsbury together with holding training courses for parishioners to familiarise themselves with their use.
- A parish wide litter pick supported by parish residents.
- The village fete was successfully held in September 2023.
- The replacement of 2 of the existing benches on the Green together with the provision of 3 additional ones.
- Maintenance of the childrens play area and trees on the Green.
- Christmas events for both the children and older members of the Parish.
- The replacement of several verge bollards along Brickendon Lane.
- The completion of the extension of the “station” footpath across the Green.
- Completion of Fencing repairs around the Fanshaws Lane Green.
- Provision of a new Parish notice board in Brickendon.
- Development of a plan to re-naturalise certain areas in and around the Green together with the provision of bird and bat boxes.
- Investigations into the provision of Electric Car charging points.
- The commencement of the process to purchase the Green on behalf of the Parish.

A summary of the ongoing/new issues which the PC will take forward into the next year with the anticipation of achieving some form of satisfactory resolution:

- Completion of the Purchase of the Green.
- Potential development of a neighbourhood plan.
- Installation of a defibrillator in WWE and Highfield Farm.
- Provision of electric car charging points within Brickendon village.
- Protection of verges from traffic encroachment.
- Development of the QEII garden area at the west end of the green.
- Remedial works to the fencing around the Green.
- Completion of the experimental naturalisation areas on/around Brickendon Green.
- Engagement with the East Herts Local Cycling and Walking Infrastructure Plan (LCWIP).

**6. Update from the District Councillor:**

This was covered in the AMC minutes of the same date.

**7. Questions from the public:**

None.

**8. Close of meeting by the Chair:** Cllr Roberts closed the meeting at 7.15pm