

BRICKENDON LIBERTY PARISH COUNCIL

Minutes of Parish Council Meeting held on 23rd November 2017 at 7.30pm 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: District Cllr Johnathan Kaye and 3 members of the public.

1. **To receive apologies for absence and approve;** None
2. **To receive declaration of interest and dispensation:** none
3. **To approve minutes of Parish Council meeting 28th September 2017:** Cllr Kotting reported that he had spoken to East Herts District Council (EHDC) planning Dept. who advised him that Dalmonds farm do have a felling licence. All other matters arising will be dealt with in this meeting as they are on the current agenda. Unanimously approved and signed by Cllr Whitnall.

4. **Matters for future consideration and public participation:**

Cllr Kaye reported;

- There is work being carried out at Edwards Green Farm on a retaining wall.
- White Stubbs Lane is currently being surface dressed
- SID's (speed indicator devices) will be in the Highways locality budget
- Meals on Wheels – Cllr Kaye went out with the service reporting that it was an interesting experience and brought to his awareness just how many elderly and frail folk still live in their own homes and use the service.
- EHDC are currently debating whether to charge for green waste

Linda Ashley, Chair of the Fanshaws Room committee reported that there were discussion in their recent meeting that the PC and the committee overlap on some issues, eg insurance, payment for playground upkeep. This needs more research and to be added to the next agenda.

5. **To receive the planning report:**

Councillors had received the updated report on current applications. Cllr Kotting to organise visits for next week.

6. **To receive the minutes from the last Fanshaw's Room Committee meeting:**

The minutes were read out by Linda Ashley and are attached

7. **To receive a report on highways matters and road sign cleaning:**

Cllr Roberts reported that the locations for possible SID's has not been looked into as yet. The PC have asked for one SID in the highways locality budget.

Cllr Kotting reported damage to bollards on the pathway on the hill approaching the station after a car accident. This is being dealt with by Herts Highways.

Cllr Camp reported that she had been in touch with Herts Highways in reference to possible yellow lines on the junction of the Farmers Boy Public House and Fanshaws Lane. When cars park in the area it creates a danger to pedestrians and cars pulling out from Fanshaws Lane. Cllr Kaye added that it is EHDC responsibility for enforcement on the roads and as such, if cars are regularly parked dangerously this would become a safety issue. Herts Highways have assured the PC that this will be added to the future budget.

Cllr Lambie noted too that the hatched white lines on the corner of Pembridge and Brickendon Lanes have worn.

Cllr Whitnall reported that a team from Paradise Wildlife Park (PWP) had cleaned some of the surrounding road signs. The sign at Wormley West End is still currently in need of a clean.

ACTION: Cllr Roberts and Cllr Camp to research possible SID locations. Clerk to add the car accident damage to the next agenda to ensure this is being repaired. Cllr Camp to email Herts Highways to ask them to repair or replace the sign at Wormley West End.

8. To receive the neighbourhood watch and local crime report:

LOCAL CRIME REPORT
Nothing to report

Cllr Camp reported that the annual meeting for rural crime took place last Tuesday.

9. To discuss the Neighbourhood plan (NP);

Cllr Roberts has revised the plan as discussed in the last meeting and it is ready to go. There was a question as to whether the PC should incorporate Community Land Trusts (CLT's) into the NP. CLT's are essentially new houses being developed and managed by local people. Cllr Lambie suggested that we incorporate CLT's into the NP should the land become available and a group of people were prepared to start such a scheme.

ACTION: Cllr Roberts will discuss this with the representative for NP's at EHDC.

10. To discuss and report on the Firework Display:

Cllr Lambie reported this to be huge success with over 1000 attendees. Cllrs unanimously agreed to donate the village green car parking donation from the Farmers Boy public to Isabel Hospice. Proceeds from bucket collections also to be donated to Isabel Hospice.

ACTION: Clerk to organise to transfer £100 to Isabel Hospice.

11. To discuss the adoption and possible uses for the telephone box;

The clerk explained that the public telephone kiosk has now been adopted for £1 and now owned by the Parish Council. A sign has been displayed to inform the public of this. Cllr Lambie proposed another village defibrillator to be positioned within. Cllr Kotting suggested a book exchange.

ACTION: Brenda Lambie to write a note in the next newsletter for residents suggestions. Clerk to add to the asset register.

12. To discuss use of the printer for Little Berkhamsted PC: There were no further queries on this.

13. **To discuss and approve set up of a PO box to the clerk's address;**
Cllr Whitnall explained that after a recent HMRC enforcement visit to the clerk's home address, the PC address had been changed by HMRC for correspondence to be sent to the village hall. The village hall has no post box and therefore councillors unanimously agreed for the clerk to set up a PO Box address with the post office so no further issues of this nature could occur.

ACTION; Clerk to organise setting up the PO Box address.

14. **To report on clerk appraisal and salary increase;** Cllr Roberts reported that the clerk had an appraisal last month. Councillors had agreed an increase in salary.

ACTION: Cllr Roberts to put the change in salary detail in writing to the clerk.

15. **To inform councillors of VAT reclaim for the financial year 2016/17:**
Clerk reported that she had filled in the necessary paperwork and we had now received £976.66 of vat back into the PC account.

16. **To review environmental updates: Sweetings wood, Bushcraft, Rights of Way clearance contract;**

SWEETINGS WOOD

Cllr Kotting reported that work is still occurring. There has been one more entrance made. Glamping 'pods' have not yet been delivered. The environment has been changed dramatically. Cllr Roberts noted that the PC could do very little to help residents.

BUSHCRAFT

Councillors agreed to contact Bushcraft again before the next season starts next Spring to try and resolve the many issues. The idea of a public meeting was discussed and proposed for residents, councillors and members of Bushcraft to attend. The date of the meeting to be on Thursday January 4th 2018, 7.30pm at Monks Green Farm in Brickendon.

ACTION: clerk to create an agenda for the meeting, clerk to invite Cllrs Snowdon and Kaye, Herts & Middlesex Wildlife trust, Bushcraft and put the meeting on the website. Brenda Lambie to put in the newsletter.

RIGHTS OF WAY CLEARANCE CONTRACT

Cllr Lambie reported that EHDC are proposing that bigger Parish Councils have been invited to take on the clearance contracts themselves and that Brickendon PC is probably too small to consider this and cannot consider this without the general power of competence.

17. **To approve and accept the External Audit Conclusion and issues arising report:**
Approved unanimously. Clerk noted that finance paperwork is now in order so the process may be more simple next year.

18. **To approve the financial statement and payment of accounts:** Clerk reported no cheques to sign and any invoices that needed to be paid have been paid by bank transfer. Invoices were approved, Cllr Whitnall proposed and Cllr Camp seconded.

19. To receive correspondence:

Clerk advised that she had received a letter from HMRC that had been delivered to Woolmer Green Village Hall and it was lucky that she had received it as she knows the clerk for Woolmer Green. This was information requested back in August and is information too late after the enforcement officer visit.

The clerk had received an email from BT for new services to be put on the edge of the green for two new houses. Discussion was had as to why the village green needed to be used and if the gardens for the two houses can be used instead.

Clerk had received some costings on public Salt Bins after Cllr Lambie had enquired. There are many bags of salt in the corner of the car park of the Farmers Boy Public House which have been there some time. After much discussion it was agreed that Cllr Whitnall will organise to have them taken to PWP for use there.

Cllr Whitnall had received an email from a resident about the possibility of having fibre optic broadband in the village. Cllr Roberts reported that the village already has use of the service..

ACTION: clerk to reply to HMRC. Clerk to reply to BT to ask if the services can be laid on the land that will belong to the two new houses. Cllr Whitnall to organise salt bag removal. Cllr Whitnall to reply to the resident regarding fibre optic broadband. Cllr Roberts to write an article for the village newsletter on the presence of fibre optic broadband in the village and that it is now available to all.

20. To receive announcements;

A resident had complained this week that the Tennis Courts were dangerous because they were slippery with moss coverage and leaves. The PC has taken the decision to close them indefinitely for the time being and 3 quotations will need to be gained as they do require some maintenance. This is an item for the next agenda.

Cllr Kotting has received a new part that the defibrillator needed, and will forward the clerk the invoice.

21. Confirmation of the date of the next parish meeting: Thursday 25th January 2018 at 7.30pm.

22. To close the meeting: Cllr Whitnall closed the meeting at 10.10pm.

Laura Brooks-Payne
Clerk
28th November 2017