

BRICKENDON LIBERTY PARISH COUNCIL

Minutes of Parish Council Meeting held on Thursday 19th July 2018 at 7.30pm in The Discovery Centre at Paradise Wildlife Park, Brickendon Liberty

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

In attendance: 1 member of the public.

- 1. To receive apologies for absence and approve;** Cllr Tony Roberts & Dist. HCC Cllr Jonathan Kaye
- 2. To receive declaration of interest and dispensation:** None
- 3. To approve minutes of the annual meeting of the council on Thursday 24th May 2018:** Cllr Lambie reported that the Tourist Sign for the church as discussed in the last meeting being in situ, is in fact not in situ on the signpost at the village crossroads and is perhaps a sign that has always been present at the location opposite the church. Minutes approved unanimously and signed by Cllr Whitnall.

ACTION – Clerk to write to the secretary of the church to ask if they wish to continue with the application.

- 4. Matters for future consideration and public participation;** Cllr Lambie reported that he had received an email from a resident in reference to an application for access to land formally rented by the resident. It was noted that permission had not been granted and that access was to a proposed site over private land. No matters for future consideration were raised.
- 5. To receive the Neighbourhood watch and local crime report:** The clerk had a copy of the crime report for May 2018 for SG13 8PB, a one mile radius from Fanshaws Room; there had been 1 case of criminal damage and 2 of vehicle crime. It was suggested that, in addition and to cover the whole parish, a crime report could be taken from the site for SG13 8QJ and EN10 7QA for the next Parish Council Meeting.

Cllr Lambie reported that the OWL system is there for all to use, is a great system and encouraged residents to sign up to it. It was reported that volunteer Police Cadets were currently being recruited, aged 13-18, who work alongside officers on community events. If anyone is interested please contact robert.scott@herts.pnn.police.uk or search www.herts.police.uk/cadets.

- 6. To discuss the possibility of a 'Parish Day' at Paradise Wildlife Park (PWP);** Cllr Whitnall suggested a day at PWP at a reduced rate for parishioners registering their postcode for tickets. It was noted however that Cllr Whitnall is associated with PWP and therefore it would be unethical to profit from the parish day. This is unfortunate because the parish council is attempting to organise a day to benefit parishioners. It was agreed that this could however be organised by Fanshaws Room Committee who organise all village events.

ACTION – Linda Ashley (Chair of FRC and present as a resident) agreed to add this to the next agenda for the meeting of the Fanshaws Room Committee.

- 7. To discuss the Brickendon Fete arrangements:** Linda Ashley reported that the last meeting of Fanshaws Room Committee was in the main regarding the fete. It was noted

that there is to be no parking on Brickendon Green for stall holders or other helpers other than on the East side of the Green (Pembroke Lane) and permits will be issued by the fete committee. More helpers are required before, during and after the fete and helpers are to be known as Stewards for Insurance purposes. A risk assessment had been done.

8. PLANNING

8.1 Current planning report

The Clerk had circulated the latest planning applications report. Cllr Kotting went through the report. Cllrs will arrange to visit the sites for the two new applications in due course.

- 9. To receive the minutes from the last Fanshaw's Room Committee meeting:** Linda Ashley read out the latest minutes, these are attached at the end of the minutes. It was noted the Brickendon Fete will be held on Sunday 2nd September and arrangements are well underway. Many companies had been approached for raffle prizes but more needed.

ACTION – Cllr Whitnall to contact a few more local companies for raffle prizes.

10. TRANSPORT & HIGHWAYS

Cllr Lambie asked the clerk to contact Highways for an update on the siting of the SID device.

10.1 To report on progress on repairs to the un-adopted road on the village green:

Clerk received an email reply from Jim Salmon from Brickendon Grange Golf Club (BGGC) stating that the contractors who built the new houses would make repairs to the unadopted road on 13th July. To date no work has been undertaken. Mr Salmon also stated that the roads in the vicinity were dangerous, in particular Pembroke Lane.

ACTION – clerk will reply to Jim Salmon asking for an update on the road repairs and contact Highways for an update on the siting of the SID.

11. NEIGHBOURHOOD PLAN (NP)

Clerk reported for Cllr Roberts in his absence – Cllr Roberts advised he was waiting for Claire Sime at EHDC to come back to him re what the format and content of the NP submission should be.

12. ENVIRONMENT

- 12.1 To receive an update on the issues at Sweetings Wood;** Cllr Kotting reported that there have recently been guests staying in the 3 glamping 'pods'.

12.2 To receive an update on activities by the Bushcraft Company in Brambles Wood;

Cllr Lambie reported that there was an outstanding attendance of residents at the last Mangrove Residents Committee held in July. The group have been extremely proactive and it has been discovered that to undertake their activities, Bushcraft do in fact need planning permission or an exemption certificate from Natural England for next season. The ongoing noise, disruption to highways and environmental damage still persists.

12.3 To discuss possible regular cleaning & maintenance of the telephone box:

Cllr Lambie suggested that Cllr Roberts could organise it. It was suggested that an advert be placed in the next newsletter for a volunteer to potentially take this on.

- 12.4 To discuss clearing the weeds from the tennis court area:** Cllr Lambie arranged for the weeds to be sprayed at a cost of £54 which had been agreed and completed.

12.5 To discuss the possible siting of a bench & Information board in Brambles Wood to commemorate WW11: Cllr Lambie reported that a resident had sent him an article reporting on an aircraft crash on the site in question during WW11 in which residents

were killed. It was agreed that Linda Ashley would ask William Ashley to research costs and siting.

ACTION – Clerk to reply to William Ashley's suggestion and will add the item again to the September agenda for an update.

12.6 To receive an update on repairs to the playground; Clerk had circulated the annual inspection report for the playground which had been received this week. Cllr Lambie pointed out that the inspection had taken place before the repair work was carried out in the playground. However, it was pointed out that all areas were either low or very low risk. Repairs had been completed to a satisfactory standard.

Cllr Lambie reported that he was currently awaiting a quotation to remove and make safe a large branch that had recently fallen from a tree onto the village green. It was suggested that a survey should take place of all the trees on and around the village green to ensure their safety.

12.7 To discuss the current situation with the lack of a post box: Cllr Kotting reported that the PC are still no further forward with replacing the post box recently removed. It was suggested that the PC contact Royal Mail again asking why this had not been replaced and stressing the importance of the service for our many elderly residents in the village.

ACTION – clerk to email Royal Mail.

13. FINANCE

Cllr Kotting suggested the purchase of traffic cones to be owned by the parish council for use at the fete and other similar events to control traffic flow and parking. It was unanimously agreed to spend approx. £500 on 100 traffic cones.

ACTION – Cllr Kotting will research this in more depth including exact costs.

13.1 To approve the financial statement and payment of accounts; The accounts had been circulated previously to the meeting. These were unanimously approved and signed.

13.2 To approve the replacement of the Defib Cabinet at village hall; proposed by Cllr Lambie and seconded by Cllr Whitnall.

13.3 To approve cost of IT; safeguarding the laptops for GDPR; The clerk reported that in order to comply with the new GDPR regulations the PC laptop should be encrypted and sending attachments with emails to be password protected. The clerk had researched a local IT professional who could do this at a reasonable price. £100 was unanimously agreed to complete the work needed.

14. To approve the Breach of Data Policy; To conform to the new GDPR regulations, the clerk had previously circulated a new policy as described. This was approved unanimously.

15. To receive correspondence; Clerk had received a letter from Healthwatch which Cllrs will add to noticeboards.

16. To receive announcements (for information only); none

17. Confirmation of the date of the next meeting of the Council: 27th September 2018 at 7.30pm at the Parish hall, Fanshaws Room.

18. To close the meeting.: Meeting was closed by Cllr Whitnall at 9.10pm