



## BRICKENDON LIBERTY PARISH COUNCIL

Parish Clerk: Laura Brooks-Payne  
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### Minutes of the Annual Meeting of the Parish Council held on Thursday 23<sup>rd</sup> September 2021 at 7pm at Fanshaws Room, Brickendon Lane, Brickendon Liberty

**PRESENT:** Cllr Tony Roberts (Chair), Cllr Julia Camp (via Zoom), Cllr Hannah O'Donnell, Cllr Philip Cosford,

**IN ATTENDANCE:** Laura Brooks-Payne (Clerk), 8 members of the Public

- 1. To receive apologies for absence and approve:** Cllr Whitaker(work commitments), Cllr Camp (illness), County Cllr Jonathan Kaye.
- 2. To approve minutes of Parish Council meeting on Thursday 24<sup>th</sup> June 2021:** Cllr Roberts reported that the local postman has now retired. A donation was made from the PC towards a retirement gift. Cllr Roberts reiterated his thanks to the services that John provided to the Parish.

It was confirmed that a local gardener has been appointed by the PC to strim the green and undertake other grounds maintenance as and when required.

Cllr Roberts advised that he had power washed the Telephone Box.

Minutes were unanimously approved.

#### Standing orders suspended for public participation

### 3. Comments from members of the public:

A resident asked if the arrangement with the Golf Club for cutting the village green is still in place. Cllr Roberts answered that this arrangement was still in place and that another contractor had been taken on to strim around the edges of the green to 'top up' this service.

A resident reported that trees are overhanging the road running from the tennis court to the station. Cllr Roberts will investigate further and if required will speak with the relevant landowners to seek to get them cut them back.

A resident reported speeding through Wormley West End, including large industrial vehicles. They also reported the lack of road signage which has been missing for a number of years. This will be discussed further in agenda item 8.

They also advised that the adjacent verges are regularly driven on due to the narrow road and large vehicles which travel down them. It was discussed that the PC can liaise with Highways regarding the signs.

The Clerk advised that she has received information just this week regarding 4 new Police speeding devices which are apparently available for use and she will look into this further with a view to using this service to gain speed data in the area.

The same resident also reported possible alleged illegal trading from a site in Wormley West End. Cllr Roberts will investigate further.

A resident advised that small posts have been erected by a homeowner on the corner of the verge of the village green to stop vehicles travelling on the grass and cutting the corner. It was noted these posts are low and could be missed by vehicles and driven into.

It was noted that Brickendon Lane is due to be re-opened on 14<sup>th</sup> October after being closed for some time for major works.

**Standing orders reinstated from here**

#### **4. Fanshaw's Room Committee**

**4.1 To receive the latest minutes:** There has not been a meeting held recently but the next is being held on 21<sup>st</sup> October at 7pm.

**4.2 To receive an update on the Tennis Court Refurbishment:** Cllr Roberts reported that the tennis court has recently had a major refurbishment. It had been cleaned and repainted, new nets have been installed and the Pavilion has been re-painted. The surrounding fence needs further work and a maintenance contract will be put in place to keep the courts up to a good standard.

**4.3 To report on the Fete:** Cllr Roberts reported that the fete was very successful and had a good turnout. He thanked Mitch at The Farmers Boy in particular for his lead role in organising it.

**5. To receive a report on incidents of local crime:** no report in Cllr camp's absence.

**6. To receive an update on consultation re; neighbourhood plan (NP):** Cllr Roberts reported that the PC had enlisted the services of a planning consultant to advise the PC on the need for a NP. Cllrs have met and discussed the report and will be meeting again to decide if an NP is needed for the Parish.

#### **7. Planning**

**7.1 To receive the latest planning report & discuss applications:** The Clerk had circulated the latest applications to Cllrs. Comments had been sent to the planning department at East Herts since the last meeting.

**7.2 To discuss recent applications & progress on outstanding planning enforcements:** Cllr Roberts advised that there is an ongoing enforcement case for a mobile home sited at

the bottom of Fanshaws Lane. A formal enforcement planning meeting is being held on 19<sup>th</sup> October, which the PC will be represented at.

## **8. Transport & Highways**

**To discuss and report on any issues arising:** no issues arising.

## **9. Environment**

### **9.1 To update on the PC registering for ownership of Brickendon lane village verges:**

No further action, continuing.

### **9.2 To update on progress relating to extending the path to the station:** Cllr Roberts advised that the PC have committed to extending the path to the station along the edge of the village green, which is an ongoing project.

### **9.3 To update on the renovation of the telephone box:** Cllr O'Donnell reported that the Clerk had ordered the spare parts required to start the renovation which will arrive tomorrow. The electrician will be attending the telephone box next Saturday.

It was noted that an additional Defib would be useful situated on the outside of the Woodman & Olive Pub in Wormley West End. The PC will contact the landlords to gain their thoughts & permission and investigate purchasing another one.

### **9.4 To update on the unauthorised parking on the village green & speeding mitigation measures:**

Cllr Roberts advised that the PC have been unsuccessful in asking the individuals responsible for parking in this area to stop doing so. New "No Parking" signs have now been purchased and will be erected in due course.

Cllr Cosford advised that mobile speed cameras can be borrowed from the Police and speeding vehicles reported back to the Police. The vehicle owners are then contacted by the Police and advised of their speeding and location as a warning but with no formal action being taken. Cllrs discussed the 20's Plenty scheme again and agreed to take on the scheme, including purchasing banners and bin stickers. Cllr Cosford will action and liaise with Little Berkhamsted PC for information and advice.

### **9.5 To update on refurbishment of playground equipment:** Cllr Roberts advised that the PC have been researching new seating and equipment for the play area on the village green. This is likely to incorporate refurbishing one bench, purchasing a new bench, purchasing several new play items for 3 to 5 year-olds and the replacement of the metal swing to a slightly larger wooden one. Work is still in progress on this project.

## **10. Finance**

### **10.1 To approve the financial statement and payment of accounts:** The Clerk had circulated the latest accounts prior to the meeting.

The clerk reported that the external audit has now been completed with no issues arising and would display the Notice of Conclusion of Audit as instructed by the auditors. Cllr Roberts thanked the Clerk for her work on this.

Cllr O'Donnell asked if the Christmas Donations could be given again this year to our more elderly and vulnerable residents. Cllrs unanimously approved the expenditure at £25 per person.

**11. Matters for future consideration:** None

**12. To discuss organising an event for the Jubilee in 2022:** The Fanshaws Room Committee will be discussing this at their next meeting. The PC would like to put on an event for the occasion next year and will also discuss this further.

**13. Confirmation of the date of the next meeting on Thursday 25th November 2021 at 7.30pm:** Date of meeting was confirmed.

**14. To approve 2022 Parish Council meeting dates:** 27<sup>th</sup> January, 24<sup>th</sup> March, 26<sup>th</sup> May, 28<sup>th</sup> July, 29<sup>th</sup> September, 24<sup>th</sup> November, these were approved.

**15. To close the meeting:** Cllr Roberts closed the meeting at 9.05pm.

**Laura Brooks-Payne  
Parish Clerk  
24<sup>th</sup> September 2021**