



## 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 25<sup>th</sup> November 2021 at 7.30pm at Fanshaws Room, Brickendon Lane, Brickendon Liberty

**PRESENT:** Cllr Tony Roberts (Chair), Cllr Julia Camp, Cllr Whitaker, Cllr Philip Cosford

**IN ATTENDANCE:** Laura Brooks-Payne (Clerk), 6 members of the Public

1. **To receive apologies for absence and approve:** Cllr Jonathan Kaye, Cllr O'Donnell
2. **To approve minutes of Parish Council meeting on Thursday 23<sup>rd</sup> September 2021:** Matters Arising - Cllr Roberts reported that he had liaised with David Oates, the owner of the woodland that runs alongside the road down to Bayford station, who had confirmed that he keeps a regular eye on the trees overhanging the road and should they be considered dangerous will cut them back as required.

Minutes were unanimously approved.

#### Standing orders suspended for public participation

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

A resident asked if the PC had any update on the missing signs in Wormley West end – Cllr Roberts confirmed these will be discussed under agenda item 12.8.

A resident asked if the PC will be responding to the East Herts boundary changes consultation. It was discussed that Brickendon should ideally be linked with Little Berkhamsted and Bayford rather than with Hertford Heath. The PC will look at the consultation and respond accordingly.

#### Standing orders reinstated from here

### 4. Fanshaw's Room Committee

#### 4.1 To receive the latest minutes:

The Cllrs had received the minutes from FRC prior to the meeting.

Linda Ashley reported;  
Bookings have been low due to the pandemic, but are slowly recovering.

It was noted that the equipment in the village hall is in good order and that the red chairs should not be taken from the village hall. Residents are not charged for hiring out equipment.

The fete held in September was successful, very well attended and made approx. £4,000. Donations will be made to Guide Dogs, ARNI and the Army Cadets.

Village children will be taken to Paradise Wildlife Park or given a voucher for Christmas from FRC.

A Christmas hamper, organised and paid for by the PC and FRC will be distributed to several of our older parishioners.

It was noted that in the previous 2 years the hall had been painted inside and out. New flooring to be fitted in the kitchen and new emergency exit doors are to be fitted.

Queens Jubilee celebrations are being discussed.

The next FRC meeting is on Thursday 2<sup>nd</sup> December 2021.

**5. To receive a report on incidents of local crime:**

Cllr Camp reported that the local PCSO and Sergeant have recently moved on and retired. There has been a new rural officer recently appointed so the PC will establish contact. Please report any fly tipping etc online or by phoning 101.

**6. To receive an update on consultation re: neighbourhood plan:**

Cllr Roberts reported that a meeting is yet to be held and will be arranged in due course.

**7. To discuss Christmas Hampers for vulnerable residents:**

Cllr Roberts reported in Cllr O'Donnell's absence that the hampers are being organised alongside FRC.

**8. To discuss registering The Farmers Boy pub as a community asset:**

The pub was previously on this register, but this has now. Cllr Roberts explained that in the event that the pub was registered and thereafter the current freeholder (Enterprise Inns) decided to sell it, the PC 'could' potentially purchase it should they wish and run it as a community asset.

Cllrs unanimously agreed that the building should be added to the register. Cllr Roberts will complete and submit the form.

**9. To discuss defibrillator training for residents & possibility of installing a defib at The Woodman & Olive Pub:**

Cllr Roberts, in Cllr O'Donnell's absence, confirmed that the phone box has now been refurbished and the defibrillator is now up and running for use, should it be required.

Clerk is currently organising training sessions for residents.

At the last PC meeting it was suggested that an additional defibrillator could be installed at the Woodman & Olive Pub. Cllr Roberts has spoken to the landlord who is receptive to the idea and is in process of organising a meeting with him to pursue the same.

It was also discussed and agreed to purchase and instal a defibrillator at the Monks Green area – actual location to be discussed with residents in the immediate locality – Cllr Camp to lead on this.

Clerk asked to look into ordering two defibrillators.

**10. PLANNING**

**10.1 To receive the latest planning report & discuss applications:**

Clerk had circulated the planning summary prior to the meeting. The two outstanding applications were discussed. Cllrs will organise a visit to Fanshaw's Barn to discuss the outstanding application.

## **10.2 To discuss recent applications & progress on outstanding planning enforcements:**

Cllr Roberts advised that there is an ongoing planning issue for the proposed retention of a mobile home situated on land at the bottom of Fanshaws Lane. This application has gone to the Secretary of State on appeal. The hearing was held on the 19<sup>th</sup> October, Cllr Roberts attended. The two people named on the application were not the residents living in the accommodation and the decision was adjourned to enable further information to be obtained.

## **11. TRANSPORT & HIGHWAYS**

### **11.1 To discuss and report on any issues arising:**

Cllr Camp reported a road Closure in Bayford near the station There will also be a road closure at Wormley West End road on 9<sup>th</sup> December for one day. Details to be added to web-site.

## **12. ENVIRONMENT**

### **12.1 To update on the PC registering for ownership of Brickendon Lane village verges:**

Cllr Roberts has now identified the verges that the PC is interested in adopting. These were discussed. Clerk will send this information to Cllr Kaye who offered to help with this issue.

### **12.2 To update on progress relating to extending the path to the station:**

Cllr Roberts has drawn up a schedule of works and identified 4 contractors who he will ask to quote to do the work.

### **12.3 To update on the renovation of the telephone box:**

In Cllr O'Donnells absence, Cllr Roberts reported that the defibrillator is now up and running, the phone box has been refurbished and painted. The electrics will be boxed in. The outside area will be landscaped and tidied. This information is now on the website and will go in the newsletter. Cllr Roberts thanked all those involved.

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

Cllr Roberts advised that the parking issues previously reported have improved of late. "No Parking" signs are now in situ.

Cllrs discussed speed mitigation including 20's plenty, applying to use the police speed vehicle and making use of speed radar's that residents can use. Cllr Camp will complete the form to apply for the Police Speed Vehicle to visit the parish. Cllrs will look at the village of Little Berkhamsted and what they have put in place related to the 20's Plenty scheme.

### **12.5 To update on refurbishment of playground equipment:**

Clerk reported that she is currently gathering quotes for the new equipment.

### **12.6 To discuss installing Electric car charger points in the parish:**

A resident has asked if the PC would consider installing electric points. This was discussed and needs further research. Residents with no access to a driveway could utilise such points. Cllr Roberts will ask Cllr O'Donnell if she would be willing to investigate this further.

### **12.7 To discuss the litter pick being held this Sunday at 10am:**

Signs have been put out advertising the event, and all is in place to go ahead. Clerk will organise with East Herts collection of the waste bags from next week.

**12.8 To discuss refurbishment/replacement of Village Signs:**

Cllr Roberts advised that he has received quotes to replace the sign outside Bourne Orchard. One of the Wormley West End signs need replacing and one is missing, it was discussed that all signs should be replaced. Quotes were discussed, Cllr Roberts will speak to the companies again to quote for 3 signs in total.

The other missing Wormley West End road signs reported at the last meeting are now on East Herts schedule of works and hopefully these will be actioned in the next financial year.

**12.9 To update on the Tennis Court Refurbishment & ongoing maintenance:**

Cllr Roberts reported that the tennis court have now been re-painted, new nets have been installed and, the pavilion painted inside and out, this concluding the refurbishment programme.

An ongoing maintenance plan has now been put in place at £1450 plus vat per year.

**12.10 To report on Firework display:**

The PC were happy to support the event with parking on the green. It was noted that damage was minimal and repairs will be organised if required in the spring. Donations for parking will be passed on to the Air Ambulance charity.

**13. FINANCE**

**13.1 To approve the financial statement and payment of accounts:**

The Clerk circulated the accounts prior to the meeting, these were approved.

**13.2 To approve the budget & precept for 2022-2023:**

Clerk had circulated the budget and precept figures prior to the meeting which were discussed. It was agreed that the PC were in a good financial position and that for the forthcoming year the precept request was able to be slightly lower than the previous year. It was unanimously agreed to apply for £14,500 for 2022-2023. The Clerk will complete the Precept form and forward to East Herts Council.

**14. Matters for future consideration:** none

**15. To discuss organising an event for the Jubilee in 2022:** Cllr Roberts will attend the FRC meeting next week where this will be discussed.

**16. Confirmation of the date of the next meeting on Thursday 27<sup>th</sup> January 2022 at 7.30pm:** date confirmed

**17. To approve to amend the May 2022 PC meeting to Thursday 12<sup>th</sup> from Thursday 26<sup>th</sup> May:** approved.

**18. To close the meeting:** Chair closed the meeting at 9.30pm

**Laura Brooks-Payne  
Parish Clerk  
28<sup>th</sup> November 2021**