



## BRICKENDON LIBERTY PARISH COUNCIL

Parish Clerk: Laura Brooks-Payne  
[clerk@brickendon-liberty.org.uk](mailto:clerk@brickendon-liberty.org.uk)  
[www.brickendon-liberty.org.uk](http://www.brickendon-liberty.org.uk)

**Minutes of the Parish Council Meeting held on Thursday 23<sup>rd</sup> March 2023 at 7.30pm at Fanshaws Room, Brickendon Lane, Brickendon Liberty.**

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

**IN ATTENDANCE:** Laura Brooks-Payne (Clerk), 7 Members of the Public

- 1. To receive apologies for absence and approve:** Cllr O'Donnell
- 2. To receive declaration of interest and dispensation:** None
- 3. To approve minutes of Parish Council meeting on Thursday 26<sup>th</sup> January 2023:**  
Cllrs unanimously approved the minutes.

### **Standing orders suspended for public participation**

**4. Comments from members of the public:**

A resident reported that a small triangle of grass has not been cut for some time by East Herts Council. Cllr Whittaker asked if the PC contractor could cut this area. Cllr Roberts advised he would follow this up.

A resident expressed concern regarding dog waste not being picked up by dog owners particularly along Fanshaws Lane. Cllr Roberts advised that he is aware of the issue and notices have been procured and will put up to remind residents of the issue.

John Lambie reported that following the December meeting he attended a meeting with representatives from East Herts including Julie Marston MP regarding the flooding on Brickendon Lane between Mandeville Road and the eastern boundary of the Parish. The Environment Agency had said that they would deal with the issue, however the ditch has since been cleared and the flooding problem alleviated. Cllr Roberts asked for a message of thanks to the local contractor be included in the next newsletter for doing the work. Cllr Roberts also thanked resident John Lambie for his work instigating this to get a resolution to the problem.

A resident asked if the PC were going to organise any further Defibrillator training sessions. Cllr Roberts replied that the PC will be organising further sessions in due course.

### **Standing orders reinstated from here**

**5. To update on the two new defibrillator purchases:**

Cllr Roberts reported that since the last meeting, one of the new defibrillators has been installed at Clementsbury, and another will be installed in Wormley West End in due course. It was noted that a 'flyer' could be handed out to residents in the Clementsbury and Mangrove Lane areas informing them of the location of the defibrillator. It was

however, discussed and agreed to add a flyer to the newsletter to be distributed to all households. It was also noted that child defibrillator pads have been purchased to be used with the two defibrillators that were purchased some time ago with no automatic child adjustment.

## **6. FANSHAWS ROOM COMMITTEE**

### **6.1 To receive the latest minutes:** See Appendices.

In addition to the minutes, timings for the King's Coronation celebrations were discussed to be inclusive for all, including children. The bar, marquee, children's amusements, catering & advertising in the newsletter was also briefly discussed.

Brenda Lambie reported that there is now a long-term regular booking on Wednesday Thursday & Friday mornings in the hall.

### **6.2 To update on the tennis court maintenance:**

Cllr Roberts reported that there is an annual maintenance contract in place to keep the courts free of moss and up to a decent standard for play.

## **7. LOCAL CRIME**

### **7.1 To receive a report on incidents of local crime:**

The Clerk reported that she had received a crime report from the local PCSO for February and will hopefully receive a report on a monthly basis. One offence was reported in February 2023 – a hydraulic breaker stolen from a farmyard in Mangrove Lane.

## **8. PLANNING**

### **8.1 To receive the latest planning report & discuss applications:**

The Clerk had circulated the latest Planning Summary to Cllrs prior to the meeting. The applications were briefly discussed.

### **8.2 To discuss recent applications, any new planning enforcements & progress on any which are outstanding:**

Cllr Roberts advised that the PC are aware that the enforcement notice for the mobile home on Fanshaws Lane is coming to an end and will speak to the PC's legal representative regarding the issue in due course.

Cllr Roberts went through the ongoing enforcements. The Clerk is regularly following up outstanding enforcement cases but progress is still slow.

### **8.3 To update on the Neighbourhood Plan (NP):**

Cllr Roberts advised Cllrs, that should the PC move forward with an NP plan, the PC would need to use the services of the Neighbourhood Planning Consultant again. Work is ongoing.

## **9. TRANSPORT & HIGHWAYS**

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

Cllr Camp reported that there will be 3 way traffic lights on 28-29th March for tree pruning on Cocks Lane.

## **10. ENVIRONMENT**

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

No update and work is ongoing.

**10.2 To update on progress on fencing & the extension of the path across the Village Green:**

Cllr Roberts reported that the contract has now been awarded and the work will be completed in the next 3-4 months dependant on the weather.

Cllr Roberts noted that the fencing surrounding the green is in a poor state of repair, Cllrs will discuss this further.

**10.3 To update on installing Electric car charger points in the Parish:**

Cllr Roberts reported in relation to the possible grant that the PC could be entitled to, that the cost of installing the EV points in Brickendon Parish is high in comparison to others who have applied for the grant and therefore the funds will not be available. There is however, another supplier that East Herts are in conversation with and whom may be able to help. Work is ongoing.

**10.4 To update on refurbishment of benches on the green:**

Cllr Roberts advised that the benches will be refurbished by the PC's handy man.

**10.5 To update on the bench & plaque for "Jubilee Garden" area:**

Cllr Roberts reported that he has ordered two commemorative benches, one has been delivered. The benches will be put in situ in due course, the position of the benches was briefly discussed.

**10.6 To update on the Notice Board replacement on Fanshaws Lane:**

Cllr Roberts advised that the replacement cost would be circa £1800. It was unanimously agreed that Cllr Roberts will take on the project.

**10.7 To update on the maintenance of Trees of the Village green:**

Cllr Roberts reported that the PC is waiting for the work to be completed to remove dead wood from some of the trees, after the recent survey had taken place.

**10.8 To update on the contract for the cutting of the Village Green:**

Cllr Roberts reported that A T Bones have agreed to cut the grass on a fortnightly basis.

**10.9 To update on the Litter Pick:**

The Litter Pick is scheduled for this Sunday. The Clerk has organised for the bags to be collected by Herts County Council early next week.

**10.10 To update on new verge posts:**

Cllr Roberts advised that he has procured the verge posts discussed at the last meeting (after obtaining three quotations) and has obtained three further quotes for the installation. Cllrs discussed the quotations and agreed a contractor for the installation and removal of the existing posts. Cllr Roberts will organise removal & erection of the new posts.

## **11. FINANCE**

- 11.1 To approve the financial statement and payment of accounts:** The Clerk had circulated the latest accounts prior to the meeting. Accounts were unanimously approved.

## **12. To discuss upcoming Elections:**

The clerk had previously sent all the relevant information and forms to Cllrs who wish to stand again in this year's Elections to re-apply to continue to stand as a Cllr. The Clerk explained again that the completed nomination forms need to be hand-delivered by 4pm on April 4<sup>th</sup> 2023. It was also noted that if the nomination forms are not completed Cllrs will no longer be standing as Cllrs after the beginning of May.

Cllr Roberts thanked Julia Camp on behalf of the Parish Council and its residents for all her work as a Cllr.

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

**14. Confirmation of the date of the next Parish Council meetings; The Annual Parish meeting (APM) and the Annual Meeting of the Council, on Thursday 25<sup>th</sup> May 2023 at 7.30pm:** approved

**15. To close the meeting:** Cllr Roberts closed the meeting at 8.55pm

Parish Clerk: Laura Brooks-Payne  
[clerk@brickendon-liberty.org.uk](mailto:clerk@brickendon-liberty.org.uk)



**Fanshaws Room Committee Meeting  
held in Fanshaws Room  
Thursday 23<sup>rd</sup> February 2023**

**Meeting opened at 7.00pm**

**Present:** Linda Ashley, Tony Roberts, Robert Williams, Lawrence Price, Jean Retallick, Alison Blakey

**Apologies for absence:** Brenda Lambie, Mhairi Laker-Jones

**Minutes of previous meeting and matters arising**

No matter arising.

Minutes signed as a fair report.

**Treasurers Report**

Fanshaw Room donated £8294 towards the new playground equipment.

Robert reported that there is a total of £38,558 in the Fanshaw Rooms account.

HSBC is closing their Hertford branch and transactions will now be made on-line. Only one person will be authorised to make transactions. The primary name will be Robert, secondary names will be Lawrence and Alison.

**Hall Report.**

Nothing to report.

**Brickendon Fete**

Lawrence has asked Marcus Pike to provide the music for the fete.

Tony has secured the Pizza and BBQ stands and thinking a third food outlet may be needed. PWP has confirmed that they will take a stall and will also give a sponsorship donation of £500.

Celtic Camp has confirmed their stall.

Police and St Johns Ambulance will also attend.

Pam has organised the printing of posters etc.

Bar will be provided by the same people as last year.

There will be various craft stalls but no bric-a-brac other than the village bric-a-brac stall.

The Fete committee are hoping to provide more variety in types of stalls this year but still retain the family theme with children's entertainers and Punch and Judy.

The car park raffle will be reinstated this year. The parking will be the same format as last year and the cadets will help.

Kate will organise the teas.

There will be a large poster advertising Teas in the Village Hall in a prominent position.

All cakes for sale will be in the village hall. Requests for homemade cakes will be made.

**Coronation**

The 9m x 21m marquee has been confirmed by BQ Marquees. In addition it has been decided that we will have matting over the grass, a 5mx5m dance floor, and tables and chairs to seat 100 people. The hall also has various tables and chairs that can be used if needed.

Aisha and her band will provide the music. Three sets of 40 minutes starting at 5pm running through to 9pm. Lawrence will provide a playlist during the times the band is not playing.

Tony plus others will provide the BBQs and the BBQ, sausages, hamburgers, salad etc.

Drinks. Tony hopes to find some one to provide a bar serving wine, beer and soft drinks, if so he proposed a thousand pound tab limit be placed 'behind the bar' after which all drinks will be bought by individuals.

Banners, flags and a large photo of King Charles will be needed.

**AOB**

Jean reported that there is moss on the small roof of the hall and a build up of leaves that should be seen to.

**Next meeting will be 13<sup>th</sup> April at 7pm.**

Meeting closed at 8.05

DRAFT