



BRICKENDON LIBERTY PARISH COUNCIL

Parish Clerk: Laura Brooks-Payne
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Minutes of the Parish Council Meeting held on Thursday 27th July 2023 at 7.30pm at Fanshaws Room, Brickendon Lane, Brickendon Liberty.

PRESENT: Cllr Tony Roberts (Chair), Cllr Philip Cosford, Cllr Alistair Whitaker, Cllr Amanda Whitaker, Cllr Hannah O'Donnell (via Zoom)

IN ATTENDANCE: Laura Brooks-Payne (Clerk), 2 Members of the Public, District Cllr Tim Hoskin, County Cllr Jonathan Kaye.

- 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 on Thursday 25th May 2023:** Unanimously approved.
- 4. To approve the new Code of Conduct:**
The Clerk had circulated the latest Code of Conduct document prior to the meeting, an East Herts Council model. This was unanimously approved.
- 5. Comments from members of the public:**
None

Cllr Hoskin reported that there was a full council meeting at East Herts yesterday, in which among other things Cllr Hoskin reported that a Local Cycling Walking Infrastructure Group live consultation is currently in a consultation phase and should the Parish be interested in contributing to this it needed to do so prior to the 18th August. Cllr Hoskin also identified a number of grant schemes that the Parish might also be interested in applying for – these being the Environmental Improvement grant scheme and the UK Shared Prosperity Fund. Cllr Roberts confirmed the PC would look into these and action accordingly.

- 6. To update on the two new defibrillator purchases:**
Cllr Roberts reported that two new defibrillators and cabinets have now been purchased for the two remaining sites. It was noted that the price was due to rise significantly in the near future and therefore the PC purchased items that were already in stock. Locations are still being sought.

7. FANSHAWS ROOM COMMITTEE

7.1 To receive the latest minutes: see addendum

8. LOCAL CRIME

8.1 To receive a report on incidents of local crime: The Clerk had received the latest local crime report for the month of July 2023. It was noted that there had been no crimes reported in the Parish.

9. PLANNING

9.1 To receive the latest planning report & discuss applications:

The Clerk had circulated the latest summary report to Cllrs prior to the meeting. It was noted that there are 4 new applications since the last meeting, which were briefly discussed.

9.2 To discuss recent applications, any new planning enforcements & progress on any outstanding: The Clerk had asked the Enforcement department for an update on the outstanding enforcement cases for the Parish. The latest information on the enforcements were briefly discussed. It was noted that a further solicitor letter had now been sent to EH planning enforcement department, regarding the current ongoing mobile home enforcement in Fanshaws Lane. Cllr Tim Hoskin advised that he will liaise with the Head of Planning at EH, Sarah Sanders re the ongoing development on the land behind 38 Brickendon Lane next week during their meeting.

9.3 To update on the Neighbourhood plan: Cllr Roberts advised no update. A meeting date of 26th September at 6pm was arranged for Cllrs to meet to discuss the issue.

10. TRANSPORT & HIGHWAYS

10.1 To discuss and report on any issues arising: Cllr Amanda Whitaker reported that at the current time there are no new roadworks issued by Highways. Cllr Kaye advised that the verge work opposite to Sweetings on Brickendon Lane has been postponed from July to 23rd October 2023. Cllr Whitaker once again reported that the culvert beneath Brickendon Lane just beyond Bourne Orchard was blocked and is the cause of the extensive road flooding in that area, Cllr Roberts will report this on the EH portal.

11. ENVIRONMENT

11.1 To update on the PC registering for ownership of Brickendon Lane village verges:

Cllr Roberts explained that the Parish requires further parking. The PC have been looking at the ownership of verges in the centre of the village. An EH Highways officer advised that the PC could make an application for 'stopping up the highway'. This involves having highway rights removed (including verges) but is a fairly complex process. Cllr Roberts explained that there are significant costs involved, ranging from £450 to £4000 for the legal work required. When and if ownership is gained, the owner of the land is then required to maintain the area. It was suggested that an extension of the layby via Highways could potentially be a more simple solution. Cllr Roberts will send Cllr Kaye the information I order for him to further investigate and help where he can.

11.2 To update on progress on fencing surrounding the Village green & green on Fanshaws Lane:

Cllr Roberts advised that the fencing surrounding the village green is becoming very worn. It was discussed that quotes are sought to renew the fencing in its entirety.

The 'little green' on Fanshaws Lane also requires some, but not all, fencing replaced. It was agreed and approved to purchase the timber to repair this part of the fencing.

11.3 To update on the extension of the path across the Village Green:

Cllr Roberts advised that the work is now complete, grass seed has been laid and the path will then blend in with the village green.

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

Cllr Roberts advised no further update but work is ongoing. Cllr Tim Hoskin advised that currently there is a contract under negotiation between EH Council and a commercial organisation to instal chargers in locations across the EH Council area at no charge to the Council. He will keep the PC up to date on any further information he receives.

11.5 To update on refurbishment of benches on the green:

Cllr Roberts reported that the 2No. QEII benches are now in situ. The bench under the Village sign at the east end of the green is now broken and needs replacing. Cllr Roberts asked Linda Ashley to add to the next FRC agenda to discuss a contribution of funds to pay for this new bench along with the "Jean Bingley" bench which had been taken out at the west end of the green.

11.6 To discuss the Environmental Improvement Grant Scheme:

It was discussed that there is an EH grant that is accessible to PC's &/or committees. Linda Ashley will add to the next FRC meeting in order to discuss the scheme.

11.7 To update on the potential "wilding" of areas on the village green:

Cllr Roberts explained that there is a triangle of land on the village green that is owned by the adjacent golf club. This land however, is part of the 'designated' village green. Cllr Cosford met with Andrew Taylor from East Herts Council Countryside & Rights of Way Department in April who suggested the following; establishing a margin around the pond & around the ditch that is cut only once or twice annually. Additionally, it was suggested that the Western & NE areas of the green & the football pitch area should be 'expanded to improve the biodiversity' and only cut periodically. Cllrs discussed and agreed that the village green is a community space and if residents cannot access/walk over this area of the green, it would not be beneficial. Andrew suggested that he returns during the Summer months to determine further improvement works. Cllr agreed to this. It was noted that further work on certain areas would have an impact for parking for the fete. Cllr Cosford will further liaise with Andrew Taylor.

11.8 To discuss use of the Hertford Heath Allotments: the clerk had received an email from the Clerk at Hertford heath PC.

The Clerk advised that Hertford Heath PC have vacant allotment plots and have asked if any Brickendon Liberty PC residents would like to take an allotment on. The Clerk will reply to Hertford Heath clerk to ensure that there are still vacant plots and if so a notice will be posted on the village web-site and whatsapp group.

11.9 To update on tree maintenance on the village green:

Cllr Roberts reported that tree maintenance has taken place on the two big oak trees and the smaller oak has been removed. A resident has recently suggested that the remaining tree stump could be carved into a design. Further inspection will be needed to ensure that this is possible. Work is ongoing.

11.10 To discuss provision of bird & bat boxes on the village green:

Cllr Roberts reported that he is awaiting for the resident who suggested the bird & bat boxes to get back to him with further information.

12. FINANCE

12.1 To approve the financial statement and payment of accounts:

The clerk had circulated the latest Accounts Summary prior to the meeting. These were unanimously approved.

12.2 To approve Defibrillator training date and cost:

Cllr Roberts reported that the training will go ahead on Saturday 19th August. Cllrs discussed and approved the cost.

13. Matters for future consideration: None

14. Confirmation of the date of the next Parish Council meeting on Thursday 28th September 2023 at 7.30pm: approved

15. To close the meeting: Chair closed the meeting at 9.25pm

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ADDENDUM

**FANSHAWS ROOM MANAGEMENT COMMITTEE MEETING
THURSDAY 8 JUNE 2023 7PM IN THE VILLAGE HALL
MINUTES**

Present: Linda Ashley (Chair), Jean Retallick, Tony Roberts, Lawrence Price, Brenda Lambie (Minutes)

- 1. Apologies for absence:** Alison Blakey and Robert Williams
- 2. Previous Minutes:** these were agreed as a true record
- 3. Treasurer's report:** RW had emailed his report to AB as follows:
The balance in the bank at the end of May 2023 is £18,216.29 plus £9,611.46 totalling £27,827.75. The total cost of the Coronation event was £5,453.46.
TR confirmed that RW is now using Internet banking, which has a £1,000 per day payment limit. LP agreed to back-up RW and BL said that she has asked RW to obtain a pay-in card for her so that, now HSBC in Hertford is closing, she can continue to receive cash as well as cheques for hall bookings and pay it in at the Post Office rather than having to drive over to WGC branch of HSBC.
TR is continuing to handle bookings for the tennis courts.

4. **Review of Coronation party:** This was judged as a very positive occasion for the Parish and it was suggested that an annual event should be held for the benefit of all residents and a mid-summer social was suggested for Saturday 22 June 2024.
5. **Village Hall:** TR has already fitted a new seat in the ladies cloakroom and has agreed to also renew the seat in the gents, BL to purchase. Bookings continue to recover following the pandemic. BL asked for a card machine as many hirers no long use cheque books.

A two week block has been made when bookings will not be taken so the hall can be used for the fete.

6. **Fete:** TR said all is in hand. Some changes have been made following the previous year e.g. the bar this year will be run by two local people, as will the BBQ. It was agreed that some vegetarian options will be available; there will also be a pizza van and refreshments in the hall.

In addition to the usual attractions, including the dog show, there will be a Birds of Prey display and Live music. The Fire Brigade and Police have been contacted by LA and St John's ambulance are booked. More volunteers are always welcome to run games etc. Raffle prizes, Sponsorship and Tombola prizes are currently being sought. AB is sending out letters of request.

TR will provide BL with information to go into the Newsletter, or to be made into a leaflet to accompany the Newsletter. BL asked if any logo decided on could be sent to her as a PDF. JR asked for a 'shout out' for items for the Bric-a-Brac and was assured there would be no competitors this year. BL will contact the Dog Show organisers.

7. **AOB:**
Children's Christmas Party: BL has been advised by Carly at PWP that we can use that venue again this year but to avoid the date their Grotto opens. Saturday 9th December was decided upon and BL will book this with Carly. DB will be contacted to see if he is prepared to organise invitations and presents again this year. A notice will be put in the Autumn Newsletter advising all parents that if they have children who will not have had their 7th birthday by 25 December 2023 they should register for an invitation.

AGM and Christmas event: LA suggested that the 2023 AGM of FRC should be held together with the next meeting on August 3rd, with the following AGM to be held in May 2024.

It was agreed a social evening might attract new members, no date decided yet. It was also suggested that a Christmas event with carol singing around the tree followed by refreshments in the hall should be held in December.

Date of next meeting: 7pm on Thursday 3rd August