



# HERTINGFORDBURY PARISH COUNCIL

## **MINUTES OF A MEETING OF HERTINGFORDBURY PARISH COUNCIL**

### **HELD ON 13TH MARCH 2019 AT 19.00 IN HERTINGFORDBURY COWPER SCHOOL**

**PRESENT:** Cllrs Gary O’Leary, Magda Atkins, Haidy Blake, Lizzer Bradbury (late arrival), Jim Coppard, Roger Morris, Paul Rochford and Niki Gordon

In attendance: Cllr Ken Crofton, Cllr Linda Haysey, Amanda Glew (Clerk), Brian Findel-Hawkins, Steve & Emma Davies, Vicki Mitchell & Josh Allan, Ruth & Andy McDonald, Carolyn Groombridge & Rob Engeham, Brenda Smith, Raymond Judd, Irma Hall, Lyn Evans

#### **103. APOLOGIES FOR ABSENCE**

There were no apologies

#### **104. DECLARATIONS OF INTEREST**

There were no declarations of interest.

#### **105. CHAIRMAN’S ANNOUNCEMENTS**

The Chairman informed the meeting that the Vice Chairman, Cllr Barry Simkins, has stood down from the Parish Council. The Clerk was asked to write to him expressing the Council’s thanks for his service.

#### **106. PUBLIC PARTICIPATION**

Raymond Judd read out a statement. He asked why only residents were being targeted with parking enforcement letters from the Parish Council and there is no enforcement of cars parked on yellow lines. This feels like a vindictiveness towards residents. Many suffer parking problems and HPC are making this matter worse.

Steve Davies said the main parking issue is with the parents from the school. The road where he parks is on a bend and his mirror has been damaged when parking there. He cannot see that it causes any problems if he occasionally parks by the pond. This has never been a problem before in the 18 years he has lived there.

Vicky Mitchell explained she wrote to HPC on 14<sup>th</sup> February after having a letter placed on her car. Since that date she has not seen another car with a letter on so wonders if she is now allowed to park there. She has parked in this place for 2 years without encountering a problem before.

The Chairman thanked the residents attending for their comments.

#### **107. MINUTES**

Cllr Rochford to follow up with the owners of 8 Staines Green regarding white stones on Village Green.

To consider and approve the amendment to the HPC Code of Conduct.

Resolved, proposed Cllr Atkins, Seconded Cllr Morris. Unanimously agreed.



# HERTINGFORDBURY PARISH COUNCIL

To consider and approve the "Recreational Standard" for Village Greens and Village Green Crossings.

Resolved, proposed Cllr O'Leary, seconded Cllr Rochford. Agreed by a majority.

The Minutes were agreed as a true and accurate record of the proceedings and were duly signed by the Chairman,

Resolved, proposed Cllr Atkins, seconded Cllr Blake. Unanimously agreed.

## 108. **PLANNING**

### (a) **Current Applications**

3/19/0218/HH 3 Chapel Lane Letty Green SG14 2PA. Demolition of garage. Part double, part single storey side-rear extension. Erection of porch to front elevation. No comment.

3/19/0224/PNHH 3 Chapel Lane Letty Green. Single storey rear extension. Depth 4.697 metres, Maximum height 2.985 metres, Eaves height 2.665 metres. Prior notification under General Permitted Development.

3/19/0298/HH 20 Letty Green SG14 2NZ. Demolition of single storey rear extension and outbuildings. Erection of 2 storey rear extension with changes to fenestration. Creation of 2no car parking spaces. Alteration to vehicular and pedestrian accessways. HPC to make the same comments as for previous application 3/18/2596/HH which were:

" The plans show a new crossing to be created over Village Green. There is a restriction on access and no crossing rights can be permitted over Village Green. There can be no legal vehicular access and HPC cannot grant legal access."

### (b) **Applications Received between 7th and 13th March**

None received.

### (c) **Decisions on Outstanding Applications**

3/19/0086/HH 60 Birch Green SG14 2LU. Demolition of single storey rear extension. Single and two storey rear extensions. Hip to gable roof incorporating dormer window. Granted 8/3/19

3/19/0243/PNHH 48 Birch Green Letty Green. Single storey rear extension. Depth 5.995 metres, maximum height 3.345 metres and eaves height 2.950 metres. Prior approval not required 8/3/19

The planning application for the Panshanger Aerodrome site has been approved.

### (d) **East Herts Local Plan and Neighbourhood Plan**

The Chairman reported that he had met with Colin Haigh, Head of Planning at WHBC and discussed timescales for the adoption of the WHBC plan. Master planning for Birchall Garden



# HERTINGFORDBURY PARISH COUNCIL

Suburb may be delayed. Cllr Haysey reported that Sarah Saunders is the new Head of Planning at EHDC.

It was noted that Cllr Coppard will not now be able to attend the interactive Neighbourhood Planning Workshop at HAPTC on 9<sup>th</sup> April and his booking has been cancelled.

(e) **Birchall Garden Suburb**

Birchall Garden Suburb next steps are master planning.

109. **FINANCE**

(a) **Financial Statement/Bank Reconciliation**

To receive finance statement and bank reconciliation.

Resolved, proposed Cllr O'Leary, seconded Cllr Gordon. Unanimously agreed.

(b) **Payment of Accounts Due**

To authorise the grant of £350 to Mr Raymond Green to enable the village litter picking group to purchase equipment.

Resolved, proposed Cllr O'Leary seconded Cllr Rochford. Unanimously agreed.

To authorise the following payments.

Resolved, proposed Cllr Blake seconded Cllr Rochford. Unanimously agreed.

<b>Cheques Issued</b>			<b>Chq No</b>
13-03-19	Frank Cooper	750.00	353
13-03-19	Clerk salary	334.49	354
13-03-19	Payroll	30.00	355
13-03-19	Clerk expenses	34.21	356
13-03-19	South Lodge Projects	1980.00	357
13-03-19	Litter picking grant	350.00	358
<b>Other Payments</b>			
LGPS	Pension – February	98.13	BACS
LGPS	Pension – March	98.13	BACS

(c) **Estimate to Year End**

The estimate to year end was reviewed.

(d) **Clerk Overtime**

To approve 23 hours overtime.

Resolved, proposed Cllr Blake seconded Cllr Gordon. Unanimously agreed.



# HERTINGFORDBURY PARISH COUNCIL

## 110. STANDING ITEMS

### (a) Greens

To consider and approve Barry Simkins' template for objectives setting.  
Resolved, proposed Cllr O'Leary seconded Cllr Atkins. Unanimously agreed.

It was noted that if the P3 Grant is not spent this financial year it can be rolled over to 2019/20 although HPC will not be able to apply for a new grant in that year.  
Resolved, proposed Cllr O'Leary seconded Cllr Atkins. Unanimously agreed.

Planned work to the Cole Green Way was discussed.

The Clerk was asked to arrange another meeting with Mrs Jones to discuss tree work as Cllr Rochford was not able to make the original one.

### (b) Greens

It was noted that Officer 152 Parking Enforcement only attends once a month and covers a large area. There is no longer a dedicated school parking officer.

The Chairman asked if any Councillor wished to declare an interest and withdraw from the meeting. All Councillors declined to withdraw. Cllrs Blake and Gordon declared that they live in Birch Green.

To consider and approve the resolution:

"To retract point 3 (Parking on Village Greens) of Hertingfordbury Parish Council's Village Green Management Policies and for a working party to be formed to decide on how to deal with such parking by the June 2019 meeting".

Cllr Morris raised an amendment to the resolution:

"To retain point 3 but implement a moratorium on any enforcement action subject to a report being submitted by the proposed working party by September 2019."

Cllr Coppard agreed with the amendment and withdrew his original resolution.

The amendment was resolved, proposed Cllr Morris seconded Cllr Bradbury. Unanimously agreed.

The working party will be made up from representatives from residents, the school and the Parish Council. Cllr Crofton will Chair. Cllr Blake will draft a letter together with Ms Ruth McDonald for distribution. Cllr Atkins will arrange the meeting. Mr Lyn Evans offered his house as a venue.

24 Birch Green - It was noted that the owners offer to move the encroachment by 330 mm was not enough. The Clerk will write to inform the owner.

Resolved, proposed Cllr Morris seconded Cllr Bradbury. Unanimously agreed



# HERTINGFORDBURY PARISH COUNCIL

Playground. Cllr Rochford undertook to repair the gates.

Temporary permission to place a skip on Village Green in Birch Green was given to Mrs Blake. The Clerk was asked to check how much longer the skip will be at Letty Green.

(c) **Highways**

Nothing to report on HGV signage.

School parking – Cllr O’Leary undertook to hand over to Cllr Atkins the information from Barry Simkins. Cllr Haysey advised HPC to prepare a letter to declare an interest in Section 106 monies. Also, to think about any planning applications.

(d) **Quarries and Waste Facilities**

Minerals consultation - Cllr Coppard has passed comments to the Clerk.  
Cllr Atkins will be attending the Waterhall Quarry meeting.

(e) **Panshanger Park**

The car park application has not been decided yet.  
Tarmac have asked for a meeting with Herts County Council and Historic England.  
The pathways to the Old Coach Road may soon open. Importation of materials has started.  
Cllr Gordon agreed to represent the Parish Council at the Friends of Panshanger Park meetings.

(f) **B&T Motors**

Nothing to report.

## 111. **CORRESPONDENCE AND OTHER MATTERS**

(a) **Parish Clerk & Responsible Financial Officer recruitment**

A job description has been prepared by Cllr Coppard which the Clerk was asked to circulate. It was agreed to increase the hours from 27 a month to 30 a month.  
Proposed Cllr O’Leary seconded Cllr Atkins. Unanimously agreed.

Another advertisement will be placed in the Parish News as well as on the HAPTC website. The Clerk will ask HAPTC if a locum is available.

It was agreed to cancel the April meeting and use that date for first working party meeting.  
Proposed Cllr O’Leary seconded Cllr Atkins. Unanimously agreed. The Brace Room is booked for 10<sup>th</sup> April.

(b) **Election**

The Clerk explained the procedures to Councillors.

(c) **Correspondence Received**

Nothing to be discussed.



# HERTINGFORDBURY PARISH COUNCIL

## 112. **ITEMS FOR FUTURE AGENDA**

Cllr Morris requested that future Agendas have a heading for “Minutes & Correspondence”. He would also like a list of all attendees taken.

Cllr Atkins asked for objective setting to be finalised. This will be discussed at the May meeting.

Cllr O’Leary reported that the Inspector had not yet inspected the site opposite 44 - 58 Chapel Lane.

Cllr Blake reported that hedges on the Old Coach Road require cutting. Cllr O’Leary will ask Tarmac.

It was noted that the finance check undertaken by Cllr Bradbury and the Clerk is required by end of March.

The meeting closed at 9.35 pm.

Chairman \_\_\_\_\_ Dated \_\_\_\_\_

The meeting scheduled for 10<sup>th</sup> April is cancelled

The next meeting will be held on Wednesday 8th May 2019