



HERTINGFORDBURY PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF HERTINGFORDBURY PARISH COUNCIL

HELD ON 10TH MAY 2017 AT 19.30 IN HERTINGFORDBURY COWPER SCHOOL

PRESENT: Cllrs Lizzer Bradbury (late arrival), Tommy Brennan, Gary O’Leary, Barry Simkins

In attendance: Amanda Glew (Clerk), David McCabe Innovation & Regulatory Affairs Manager Tarmac, and residents Martin Jack, Peter Newson, Mr Robb, Clair Harvey-Knott (late arrival) and Mike Crafer (late arrival)

12. ELECTION OF CHAIRMAN

Cllr O’Leary was re-elected as Chairman of the Parish Council, proposed by Cllr Simkins and seconded by Cllr Brennan.

13. ELECTION OF VICE-CHAIRMAN

Cllr Simkins was re-elected as Vice-Chairman of the Parish Council, proposed by Cllr O’Leary and seconded by Cllr Brennan.

14. APOLOGIES FOR ABSENCE

Cllrs Haidy Blake, Shobha Edgell, Roger Morris and Paul Rochford

15. CHAIRMAN’S ANNOUNCEMENTS

There were no Chairman’s announcements.

16. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

17. PUBLIC PARTICIPATION

Martin Jack drew attention to the large number of lorries going through Staines Green. He had met with a representative from HCC who came out to the site. Following that it was suggested that a few adjustments could help the situation. The name “Pipers End Nursery” can be confusing to some drivers so changing the sign to say “Rochfords” would be better. Also the sign is too near the bridge and could be moved. Vehicles usually go down Chapel Lane so a sign saying “unsuitable for lorries” could be placed here. Mr Jack asked if the Parish Council could write to HCC on this matter. The Chairman suggested that this should be an agenda item for the next GCC meeting and Mr Jack was asked to provide a letter covering all the problems he has identified.

David McCabe confirmed that a Panshanger Park Liaison Group was to be set up soon. He also gave an update on the Park and confirmed that earth moving to restore the Broad water will begin this week. The Forest School is to apply for a minor extension to planning until the end of the school year



HERTINGFORDBURY PARISH COUNCIL

July 2018 but that the Forest School would be moved out of the current location. The Chairman stated that there are concerns about public access issues into Garden Wood area, access that had been excluded because of the current Forest School location.

Clair Harvey-Knott requested whether it would be possible for her to hold small circuit classes in the small field behind the Birch Green playground. Her daughter attends the school. The Chairman said that unfortunately this would not be possible as the Greens are for public use.

18. **MINUTES**

There were no comments on the minutes for the previous meeting and these were agreed and signed.

19. **MATTERS ARISING**

There were no matters arising.

20. **NOMINATIONS TO OUTSIDE BODIES**

- a) Walter Wallinger's Charity - Cllr Edgell
- b) Panshanger Park - Cllrs O'Leary, Simkins and Morris
- c) Employment Committee – Cllrs O'Leary, Rochford and Simkins

Members with special responsibilities for:

- a) Crossings and Greens – Cllrs O'Leary, Morris, Rochford and Simkins
- b) Highways and Byways – Cllr Brennan
- c) Play Area – Cllr Blake
- d) Risk Assessments. These should be updated annually. Councillor responsibilities to be:
 - Birch Green – Cllrs O'Leary and Blake;
 - Cole Green – Cllr Simkins;
 - Staines Green – Cllrs Edgell and Morris;
 - East End Green – Cllrs Edgell and Morris;
 - Letty Green – Cllrs Bradbury and Rochford.
- e) Neighbourhood Planning – Cllrs O'Leary, Morris, Simkins and other local residents.

21. **PLANNING**

a) **Current Applications**

There were no current applications.



HERTINGFORDBURY PARISH COUNCIL

b) **Recommendations of Outstanding Applications**

None

c) **East Herts Local Plan**

The Inspector, Christine Thorby, has been appointed and East Herts are currently awaiting the schedule of hearings. The Parish Council will write to the Inspector confirming attendance and the Chairman will draft a letter.

d) **Neighbourhood Plan Steering Committee**

The Committee is due to meet soon and the Clerk will arrange the date.

22. **WORKS PROGRAMME**

The 2017/18 works programme was considered. It was noted that the playground is due its annual inspection later this month. It was agreed that the future of the playground should be discussed at the July meeting. The Clerk was asked to obtain another quote for the restoration of the track across Cole Green.

23. **STANDING ITEMS**

a) **Works Programme**

As above. The funds being held in Parish Council reserves will be discussed at the next meeting with a view to extending the budgeted works programme.

b) **Greens**

It was noted that the next GCC meeting is arranged for 6th July. Michelle Keeley has contacted the PC through a website enquiry to ask whether some picnic benches could be installed in the playground. It was agreed that the long term use of the playground is under consideration. Mike Crafer confirmed that the Sausage Sizzle is due to take place on 21st May. Mr Crafer apologised for not requesting permission for signage on the Village Greens. The Chairman confirmed that the Parish Council was unaware of who had been removing the sign off Parish land at Letty Green.

It was agreed that A4 signs could be put out on posts on the Village Greens as long as these are removed immediately after the event. The Parish notice boards can also be used and Mr Crafer was reminded for future to request prior approval from the Clerk.



HERTINGFORDBURY PARISH COUNCIL

c) Highways

Ken Crofton informed the Clerk yesterday that the sand at Pipers End had now been removed. The car that had been deposited on the T junction with the Hertingfordbury Road has been removed.

d) Play Area

To be discussed at the next meeting.

e) Quarries

Waterhall Quarry

An Enforcement Notice has been applied to Waterhall Quarry and the owners Frank Lyons have appealed. The quarry has been over tipped by at least 200,000 cubic metres and is 9 metres too high in places. The main problems are: vast over tipping has taken place; loss of openness; loss of amenity; impact on Grotto Wood; quality of soil coming into the site is poor and no proper records have been kept; the company has never presented a restoration plan. Mr Newson wondered how many local planning applications had been refused on the basis of needing to retain openness when this has been lost at Waterhall. The Chairman asked Messrs Jack and Newson to send details to the Parish Council for consideration of its response to the Enforcement Appeal hearing by 19th May.

Panshanger Quarry

The Chairman said that the Parish Council are broadly supportive of the Panshanger Quarry application for the importation of inert restoration materials. Recognising, however, that this means 10 years of additional HGV movements on the A414 and local roads and that this is a very valuable application to Tarmac which should, therefore, deliver back significant public benefits via the associated Section 106 agreement.

More specifically no importation should commence until gravel extraction across the whole Park is finished. This will also then be the date when the full Country Park area then becomes available for public access. The Section 106 will cover the detail of the "Community Barn" off Panshanger Lane on the west of Panshanger Park. The exact use to be defined and it will be important to have the Parish Council and community involved in deciding its use.

It was reported from the HCC Development Control Committee that the underpass from the Old Coach Road under the A414 Cole Green has been agreed and also that the cycle route to the bridge over the A414 will be a straight line from the Old Coach Road. Commitment was given to



HERTINGFORDBURY PARISH COUNCIL

these being rights of way on commencement and/or within 12 months and the suggestion of diverting Footpath 10 has been put forward by HCC. The design of gates, to prevent motorcycle access and fly tipping, will be important and will be written into the Section 106 agreement. The Section 106 agreement should be signed off in under 6 months.

f) **Walter Wallinger Charity**

Cllr Edgell had informed the Clerk that the minutes of the Trustee meeting on 3rd October 2016 stated there were five grants issued. These were to Jack Hoy, Cara Sullivan, Alexandra Delameillure, Alexandra Mullins and Abby Clarke. The previous year there were two grants and for 2014 there were five grants plus some top ups.

g) **Panshanger Park**

The draft Management Plan has been submitted to HCC. It will not be going to public consultation until after the June elections.

24. **YEAR END ACCOUNTS**

It was noted that the internal audit report had been signed by Helen McCash of McCash & Hay accountants.

The statement of accounts for the year ended 31 March 2017 were authorised and signed.

25. **FINANCE**

a) **Financial Statement**

The financial statement was received. It was agreed for the Clerk to apply for Transparency Funding. This will be the last year that funding is available.

The Clerk was asked to find out whether there is any insurance cover for work carried out by volunteers on the Village Greens. The Clerk informed the meeting that the hourly rates for part-time clerks had increased from April 2017.

b) **Payment of Accounts Due**

Hertingfordbury Parish Council Monthly Accounts Summary:

| Cheques Issued | | | Chq No |
|----------------|----------------------------------|--------|--------|
| 10-05-17 | Clerk expenses | 107.37 | 262 |
| 10-05-17 | McCash&Hay internal audit charge | 138.00 | 263 |



HERTINGFORDBURY PARISH COUNCIL

| | | | |
|----------|---------------------------------|---------|-----|
| 10-05-17 | Frank Cooper grass cut | 1195.20 | 264 |
| 10-05-17 | NP grant repayment - Groundwork | 1073.34 | 265 |
| 10-05-17 | Clerk salary – May | 297.24 | 266 |
| 10-05-17 | Payroll | 45.00 | 267 |
| 10-05-17 | Zurich Insurance | 310.36 | 268 |

Other Payments

| | | | |
|----------|--------------------|-------|------|
| 17-05-17 | LGPS April pension | 89.53 | BACS |
|----------|--------------------|-------|------|

Receipts

| | | |
|----------|--------------------------|-------|
| 09-05-17 | UK Power Networks - rent | 90.97 |
|----------|--------------------------|-------|

c) **Annual Investment Strategy**

The current annual investment strategy document has been circulated to Councillors.

d) **Financial Risk Management**

The Financial Risk Management document has been circulated to Councillors and was signed at the meeting by Cllrs O’Leary and Simkins.

26. ITEMS FOR FUTURE AGENDA

The Clerk was asked to arrange a meeting with Beatrice Ramsey and Cllr Simkins to further discuss the repair of the fencing at Cole Green.

The parish website is to be discussed at the July meeting.

27. AOB

The Clerk was requested to ask HAPTC whether they are aware of a formal appraisal process for Clerks.

Cllr Bradbury informed the meeting that she reported to the police four youths trespassing on her land. They were picked up by police and were carrying a replica firearm. After being kept in custody for 24 hours they were released due to insufficient evidence.

The meeting closed at 9.05 pm.



HERTINGFORDBURY PARISH COUNCIL

Chairman _____ Dated _____

The next meeting will be held on Wednesday 12th July 2017