



HERTINGFORDBURY PARISH COUNCIL

Minutes of the meeting of Hertingfordbury Parish Council held on Wednesday 11th July 2012 at 7.30pm in Hertingfordbury Cowper JMI School, Birch Green

PRESENT: Cllrs C Edwards, G O'Leary, P Rochford, T Brennan, B Jones, E Bradbury, S Edgell, H Blake, R Morris
In attendance: 4 electors and the clerk: Tom Brindley

33. APOLOGIES FOR ABSENCE

Cllr K Barden, District Cllr L Haysey

34. CHAIRMAN'S ANNOUNCEMENTS

34.1 The chairman proposed and it was **RESOLVED** to suspend standing order 29J to allow members to speak more than once in debate.

35. DECLARATIONS OF INTEREST

NONE

36. PUBLIC PARTICIPATION

36.1 John Davies of 26 Birch green raised a concern about flood risk as the water table was very high. The clerk advised him to refer the matter to East Herts Council and agreed to supply contact details.

36.2 Reports were received of riding of motorcycles in Maitland Wood. Also along the path from Birch Green to Letty Green. Also the racing of horses and cars along Cole Green Way.

36.3 A question was asked about signs indicating the use of CCTV at Pipers End on the road to East End Green. Clerk to contact East Herts.

36.4 A question was asked about conservation status. The clerk had written to East Herts Council asking for Birch Green (also Cole Green, Letty green and Staines Green) to be assessed for conservation status.

37. MINUTES OF MEETING 13th JUNE 2012

37.1 It was **RESOLVED** that the minutes of the meeting held on 13th June 2012 be confirmed and signed by the chairman as a correct record following the addition of the words "is the wife of" before "the applicant" in declaration of interest.

33. MATTERS ARISING

33.1 All matters were complete or covered elsewhere on the agenda.

34. ROSPA PLAY AREA INSPECTION

34.1 The clerk presented the report received from ROSPA and outlined the actions required.
Actions with a risk above 10 were deemed actionable

34.2 It was **RESOLVED** to take action on the following risks:

Item	Page	Description	Issue
1	3	Damaged limbs on trees	Prune
2	4	Gate	Entrapment risk
3	5	Gate	Self closer
4	12	Play platform	Replace missing parts
5	14	Rocker daisy	Secure and make good in ground
6	15	Seesaw	Replace damaged seat
7	17	Swing	Replace seat and chains and shackle



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34.3 The clerk to order parts. Cllr Rochford will arrange fitting.

34.4 Cllr Rochford to supply the damaged swing shackle to the clerk to aid in ordering replacements.

34.5 CODE OF CONDUCT

34.6 The council adopted the revised Code of Conduct based on the NALC model code.

34.7 The council adopted the Declaration of Pecuniary interests supplied by East Herts Council and all members agreed to complete the declaration within 28 days.

35. CLERKS REMUNERATION

35.1 The clerk presented a report outlining the NALC calculations on clerks salary scale. The report included an extract from the DEFRA guide for parish councils "Being a Good Employer" which recommends all parish councils to have an employment committee to oversee the clerk's employment and to perform the clerk's appraisal.

35.2 The council reviewed the clerk's hours and salary point in comparison with previous incumbents and neighbouring councils.

35.3 It was **RESOLVED** that:

35.3.1 the clerk's hours remain at a basic 27 hours per month

35.3.2 the clerk's pay scale is increased to SCP 23 from 1st August 2012

35.3.3 the council sets up a Employment Committee

35.3.4 the Employment Committee operates under the terms of reference attached to the report.

35.3.5 Cllrs Edwards, O'Leary and Rochford are appointed to the Employment Committee.

36. FINANCE

36.1 The financial statement was received and noted.

36.2 It was **RESOLVED** that six payments be authorised:

36.3 The Auditors had performed the external audit and signed the Annual Return.

36.4 It was **RESOLVED** that the Audit be approved, and the notice of Audit be posted.

37. PLANNING APPLICATIONS

37.1 No planning applications or decisions had been received.

37.2 The clerk was asked to find out the status of planning application from Lafarge.

38. REPORTS

38.1 Crossings and Greens:

38.1.1 The East End Green risk inspection was completed by Cllrs Barden and Rochford. The pot holes were deemed to be a depth that required repair. The responsibility for this is with the residents and the clerk was asked to write to the residents reminding them of their duty to maintain the road.

38.1.2 Other greens would be inspected in October 2012.

38.1.3 It was noted that Mr Hunt has not yet returned the documents he has regarding PC land ownership.

38.1.4 Cllr Brenan raised a concern regarding the New England Nursery which had recently been sold. It was expected that this would become a housing development and Cllr Brenan asked if the new houses would have the same right of access



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across the green as the nursery.

- 38.1.5 Cllr Rochford agreed to consider the need for pin kerbing.
- 38.1.6 The council discussed demarcation of the land in front of the flats at Letty Green and agreed it was not necessary to put any physical marker in place.
- 38.2 Highways and Byways:
 - 38.2.1 The clerk had reported the incident regarding cyclists at Hazeldene to Herts Highways where a warning sign had been requested but had received no response. Cllr Rochford agreed to mark the location on a map. The clerk would write again, copying County Cllr Hammond.
 - 38.2.2 The drain North of the Old Coach Road opposite Rochford's entrance was blocked and was flooding.
 - 38.2.3 Cllr Blake raised the issue of overgrowth on the footpath to Hertingfordbury. Cllr Rochford agreed to cut back bushes.
- 38.3 Play areas: Other than the safety inspection (see minute 34) nothing to report.
- 38.4 Water Hall Quarry: Nothing to report
- 38.5 Walter Wallinger's Charity: Nothing to Report, next meeting is September.
- 38.6 Panshanger Quarry: The meeting of 21st June was attended by Cllrs Rochford, O'Leary and Morris.
- 38.7 Car parking in Birch Green: Following intervention by Cllr Hammond, highways had been seen responding to parking obstructions caused by the school sports day.
- 38.8 It was agreed to invite Cllr Hammond to the September meeting.

39. CORRESPONDENCE

Correspondence received was considered.

40. MATTERS TO NOTE OR FOR FURTHER DISCUSSION

- 40.1 The council **RESOLVED** to congratulate the residents of Birch Green and in particular Cllr Brennan on the award of the Small Village of the Year award from CPRE.

The chairman closed the meeting at 9.36 pm

Signed

Dated

Next Meeting Wednesday 12th September 2012