

HERTINGFORDBURY PARISH COUNCIL

Minutes of the meeting of Hertingfordbury Parish Council held on Wednesday 9th
November 2011 at 7.30pm in Hertingfordbury Cowper JMI School, Birch Green

PRESENT: R Lester (chairman), C Edwards, R Morris, T Brennan, G O'Leary, B Jones, P
Rochford, E Bradbury.

In attendance: 3 electors and the Clerk: Tom Brindley.

72. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs K Barden, S Edgell

73. CHAIRMAN'S ANNOUNCEMENTS

73.1 The chairman proposed that an additional item of urgent business would be discussed under Part 2 arrangements in accordance with Standing Order 68.

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

74. DECLARATIONS OF INTEREST

None

75. PUBLIC PARTICIPATION

75.1 Members of the public were invited to ask questions and make suggestions regarding the business of the meeting.

75.2 Howard Flowers advised the council that S193 covers all greens and occupation is a criminal offence. The police solicitor has now agreed to this point but this does not mean the police will invoke this law.

75.3 Howard agreed to send copies of correspondence received from the police

76. MINUTES OF MEETING 12TH OCTOBER 2011

Agreed.

77. MINUTES OF MEETING 26TH OCTOBER 2011

Agreed.

78. MATTERS ARISING

78.1 (57.4) Breeze & Wyles solicitors. As instructed, the clerk had engaged Breeze and Wyles who had done 5 hrs work prior to being instructed to cease. The invoice is on the list of payments for approval.

78.2 (57.6) Cost of greens protections. Indicative quotations had been supplied by Coopers at £6.40/linear metre for earth bunding. Until the nature of work has been agreed it is not possible to obtain formal quotes.

78.3 (57.7) A letter had been sent to thank the police and county for prompt and effective action.

78.4 (59.1) Parking enforcement. The clerk has requested additional enforcement at school drop off/pick up times.

78.5 (59.2) Bank mandate. Three members still need to supply residential evidence to the clerk.

78.6 (59.3) Mrs L Faircloth memorial. Little Berkhamsted PC will implement. Cllr Rochford has supplied a list of bench suppliers.

78.7 (59.5) Cllr Rochford advised that the tree is not causing a problem is healthy and slow growing and he recommends it remain. It was RESOLVED to take no further action on the tree but to monitor it as part of the regular greens inspections.

78.8 (59.8) Rural broadband. The clerk confirmed that BT had no plans to extend fibre to Letty

Green or East End Green. The clerk had measured outdoor 3G coverage on the Three network as good giving a capability of 3Mb/s. Indoor coverage is harder to achieve but will be better high up near a window. An external antenna can be used to enhance reception.

- 78.9 (59.10) Remembrance Day wreath. The clerk had sold on the spare wreath to Braughing parish council. The clerk to ask Eric Vince to deliver the wreath he had ordered on the council's behalf.
- 78.10 (59.11) Cll Brennan reported that regarding the missing 30 mph sign, the pole had now been removed. The clerk was asked to contact Herts Highways to find out when the 30 mph sign will be reinstated.
- 78.11 (69.2) EHDC Gypsy and Traveller sites. In the meeting with Simon Drinkwater it was advised that there are no designated Gypsy and Traveller sites in East Herts. There are some caravan sites owned by Travellers. There are no plans to establish any licensed Gypsy and Traveller sites.
- 78.12 (70.5) The clerk had purchased two padlocks with the same key and a chain to be used to secure the gates to Maitland Wood and the play area. Cllr Rochford agreed to install these. The clerk handed over two padlocks and two keys and retained two keys.
- 78.13 (70.7) Cllr Brenan reports seeing a white van on land at Maitland wood. He had reported the license plate to the police on the 101 number (answerphone).

79. ARBOROCULTURAL SURVEY

- 79.1 The survey listed three levels of action required:
- Priority 1 – Action required immediately,
 - Priority 2 Action needed within 18 months
 - Priority 3 – Action needed within 3 years
- 79.2 It was RESOLVED to allocate £2000 to carry out actions with priority 1.
- 79.3 It was noted that the tree at 1 Letty Green was not included in the report. Cllr Rochford suggested that the residents affected be asked to make a contribution to the work required and that this could be dealt with under the routine maintenance contract with Coopers. The clerk was asked to write to the residents asking for a contribution to the pruning.
- 79.4 Other work was required to a cherry tree and a tree near the school which required removal.
- 79.5 The clerk was instructed to obtain three quotations for the priority work from the survey and it was suggested that East Herts District Council may have a list of approved tree surgeons.
- 79.6 The clerk will advise the insurance company of the tree survey and the council's action plan.

80. GREENS PROTECTION WORKING PARTY (GPWP)

- 80.1 Cllr O'Leary reported on the meeting of the working party on 2nd November (notes attached).
- 80.2 Cllrs O'Leary and Morris with Mr S Davis had inspected the greens and started preparing an action list.
- 80.3 The WP had noted that the posts installed on Letty Green were damaged by strimming. This damage can penetrate the tanned surface allowing the posts to rot.
- 80.4 It was agreed that the WP should prepare a consultation paper for the public, to be delivered to all properties fronting the greens where action may be required.
- 80.5 It was agreed that the GPWP would address the points raised in Mr Cutmore's letter and the accompanying photograph of residents parking on the green.
- 80.6 The clerk had investigated the legal position and advised that DEFRA guidance implied that any continuous barrier was not permitted, even where there were access points. Posts, bunds or ditches that could be easily traversed on foot were permitted.
- 80.7 It was noted that the next meeting of the GPWP would be held at the Prince of Wales PH, 244

HERTINGFORDBURY PARISH COUNCIL

Hertingfordbury Lane 7.30, 30th November 2011.

81. FINANCE

81.1 The financial statement was received and noted.

81.2 It was RESOLVED that five payments to be authorised;

- Tonks for Clerk's wages and payroll services £790.91
- The clerk for expenses incurred £207.05
- Coopers Grass Cutting October £1012.80
- Breeze and Wyles, £1088.00
- The Information Commissioner's Office for data controller registration, £35

81.3 Movement of reserves

A discussion took place regarding the reserves. The level of reserves will be considered as part of the 2012 budget discussions.

81.4 Play area expenses. The recent inspection report has implied work needed of about £2000. Cllr Rochford felt that he could do some of the repairs locally built that the balance would need specialist supplier.

81.5 The clerk was instructed to obtain three quotes for the work once Cllr Rochford had attempted to source the required shackles locally.

81.6 The auditor's report showing a satisfactory audit with no matters arising was noted.

81.7 2012/13 Budget. It was noted that due to exceptional items this year and the ongoing risk of legal expenses in the future together with any development plans reserves were rapidly being exhausted could require a substantial increase in next year's precept.

81.8 The clerk was instructed to investigate Indemnity Insurance regarding CROW liabilities, which could release some of this reserve.

82. PLANNING APPLICATIONS

82.1 The planning applications for 3/11/1303 was discussed and the council agreed it had no comments to make.

82.2 It was noted that applications 3/11/1599 had been granted, and application 3/1/1470 had been withdrawn.

82.3 It was advised that no planning application for land adjacent to Beechleigh Farm had been received and that there had been some limited activity to remove hardcore from the site. The enforcement notice period had now expired and, if no appeal had been lodged, enforcement action could be proceed.

83. REPORTS

83.1 Crossings and Greens:

83.2 Highways and Byways:

The missing 30 mph sign has had the pole removed. Clerk to follow up with the highways area engineer.

83.3 Play areas:

No problems noted other than those in the inspection report – see 81.4.

83.4 Waterhall Quarry

Nothing to report.

83.5 Walter Wallinger's Charity

Nothing to report

83.6 Panshanger Quarry:

83.6.1 The chairman reported that the quarry was expected to apply for a variation of planning conditions so it would not extract gravel from land south of the A414 known as area G.

83.6.2 It has been suggested to divert a footpath to view the Orangery to protect this listed building.

83.6.3 Permission has been granted to clear the Orangery and the underground heating system had been exposed.

83.6.4 The area to the north of A414 is being worked and will result in 25m deep excavation.

83.6.5 The footpath to Thieves Lane has been completed.

83.7 Car parking in Birch Green

Nothing to note

84. CORRESPONDENCE

84.1 A list of correspondence received was presented. Most had been scanned and circulated by e mail.

84.2 The clerk was asked to reply to Mr Cutmore see 80.5.

85. MATTERS TO NOTE OR FOR FURTHER DISCUSSION

85.1 Members were reminded of the meeting on 21st November where the new arrangements for highways locality funding would be explained. Councillor Brennan will attend.

85.2 Some tree work is required near New England Nursery. Cllr Rochford will ask Coopers to deal with under the existing grounds maintenance contract.

86. It was RESOLVED to exclude the press and public under Standing Order 68.

87. CONFIDENTIAL MATTERS – see Part 2 Paper – Page 151A

The chairman closed the public element of the meeting at 9.45 pm

Signed

Dated

Hertingfordbury Parish Council

Financial Statement as at 31 Oct 2011

Balance at 1/4/2011 36,789.66

xcheck 0.0

Total receipts 11,152.55

Payments:

Admin	1,344.66	Budget:	2,200
Open spcs & maint.	3,823.00		6,100
Greens maint	950.00		6,300
Staff salary	1,336.81		3,300
Staff expenses	129.91		500
War memorial	0.00		0
S.137	20.00		50
VAT	994.54		
Total Payments	8,598.92	18,450.00	
Unpaid cq	825.91		
Unbanked receipts	0.00		

Current Balance 40,169.20

Bank a/c:

Cater Allen 40,169.20

Reserves:

War mem	8,121.69
Insurance	2,000.00
Op spaces	.00
CROW	10,000.00
Available	20,047.51

Movements since last report

Receipts since last report

	<u>Net</u>	<u>VAT</u>	<u>Gross</u>
Totals	0.00	0.00	0.00

Reconcile

B Fwd	42,733.28
Movements	3,389.99
Unpaid cq	825.91
Unbanked receipts	0.00
Balance	40,169.20

0.00

Payments since last report

Payee	<u>CQ</u>	<u>Net</u>	<u>VAT</u>	<u>Gross</u>	
HAPTC* Tng	78	15.00	0.00	15.00	OK
Coopers - Sep* Grass Cutting	80	923.00	184.60	1,107.60	OK
BDO* Audit	81	165.00	33.00	198.00	OK
T Brindley* Clerk Expenses	82	80.43	3.05	83.48	OK
British Legion* Wreath	83	20.00	0.00	20.00	OK
Rochfords* Earth Bund	84	950.00	190.00	1,140.00	
Tonks Payroll	85	790.91	0.00	790.91	OK
ICO Data Controlle	86	35.00	0.00	35.00	OK
Totals	2,979.34	410.65	3,389.99		

* = approved at Oct meeting

Total movement

3,389.99

Payments for approval at meeting on 9 Nov 2011

Payments since last meeting

Tonks Payroll	85	790.91	0.00	790.91	OK
ICO Data Controlle	86	35.00	0.00	35.00	OK
Totals	825.91	0.00	825.91		

Payments due

<u>Payee</u>	<u>Description</u>	<u>CQ</u>	<u>Net</u>	<u>VAT</u>	<u>Gross</u>	
Breeze and Wyles	Legal	87	908.00	180.00	1,088.00	OK
Coopers	Grass Cutting	88	844.00	168.80	1,012.80	OK
T Brindley	Expenses	89	192.14	14.91	207.05	OK
Open Spaces	Tree report	90	800.00	160.00	960.00	OK
						OK
		Totals	2,744.14	523.71	3,267.85	OK

Powers:

Grass cutting: Open Spaces Act 1906 s.10
 Play area/Glebe land: LG (Misc Provisions) Act 1976 s.19
 HAPTC membership: LGA 1972 s.143
 Audit, Insurance, Training: LGA 1972 s.111
 Salary/expenses: LGA 1972 s.112(2)