



HERTINGFORDBURY PARISH COUNCIL

MINUTES OF A MEETING OF HERTINGFORDBURY PARISH COUNCIL

HELD ON 11th September 2019 AT 19.00 AT
HERTINGFORDBURY COWPER JMI SCHOOL, BIRCH GREEN

PRESENT: Cllrs Haidy Blake (Chairman) Gary O'Leary, Magda Atkins Lizzer Bradbury, Jim Coppard and Roger Morris.

In attendance: Cllr L Haysey (EHDC), the clerk: Tom Brindley, and 10 members of the public.

42. (Agenda 1) APOLOGIES FOR ABSENCE

Members accepted apologies for absence from Cllrs Paul Rochford, (Business) and Niki Gordon (holiday).

43. (Agenda 2) DECLARATIONS OF INTEREST

None

44. (Agenda 3) CHAIRMAN'S ANNOUNCEMENTS

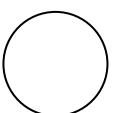
- 44.1. The chairman introduced Tom Brindley as the newly appointed Clerk and Responsible Financial Officer.
- 44.2. The chairman proposed, and it was accepted that agenda item 8 Village Greens, be held over until the October meeting as no report had been received from the Greens Working Party.
- 44.3. The chairman proposed, and it was accepted that agenda item 13 (clerk's contract) be held over until the employment committee had met.

45. (Agenda 4) PUBLIC PARTICIPATION

- 45.1. Birch Green Shop. Alex Hellman and Carly Irving addressed the council regarding opening a shop/cafe called Be.Green on the site of the old antiques shop. Council was advised that change of use was not required as the shop would be covered by A1 use class. Environmental health permits for food provision were being sought. No alcohol sales were planned.
- 45.2. Mr Hawkins who lives in the adjoining flat asked about opening hours and car parking. Ms Irving advised that no evening opening was planned and that the proprietors were aware of the car parking challenges in Birch Green.
- 45.3. Mr Ray Judd of 42 Birch green addressed the council regarding the quality of hedge and verge trimming this year, which he felt was not as good as previous years.
- 45.4. Martin Jack addressed the council requesting a meeting with Herts County Council. The clerk was asked to invite a representative from HCC to the October council meeting.
- 45.5. The council was asked where its policies could be found. The chairman advised these were available on the parish website:
<https://www.hertingfordbury.org.uk/parish-council/policies/>.

46. (Agenda 5) MINUTES

- 46.1. Minutes of full council meeting 10th July. The minutes were approved as a true record of the meeting and duly signed by the chairman.





HERTINGFORDBURY PARISH COUNCIL

46.2. Minutes of full council meeting 25th July. The minutes were approved as a true record of the meeting and duly signed by the chairman.

47. (Agenda 6) MATTERS ARISING

None

48. (Agenda 7) GENERAL POWER OF COMPETENCE

48.1. The clerk presented a paper on the general power of competence demonstrating that the council could assume this power.

48.2. It was RESOLVED that Hertingfordbury Parish Council assume the General Power of Competence as defined in the Local Government Act 2011.

49. (Agenda 8) CO-OPTION OF TWO COUNCILLORS

49.1. The clerk advised that as the vacancies arose as a result of insufficient candidates at the May election these were not deemed casual vacancies and so a formal notice did not need to be published.

49.2. Members were advised that an elector had expressed interest and could attend the October meeting.

49.3. Members agreed that a wider advertising campaign be undertaken.

50. (Agenda 9) PLANNING

50.1. The planning tracker was presented showing decisions up to 11th September 2019.

50.2. Current applications.

- a. 1659/HH 60 Birch Green: No comments.
- b. 1681/HH 20 Letty Green: The clerk was asked to advise the Local Planning Authority that there was no vehicular access to the property.
- c. 1645/FUL Fair Oak, 12 Staines Green: Members expressed concern at the reference to "occasional residential use".
- d. 1638/FUL 49 Birch Green: No Comments.
- e. 1519/FUL Woolmer Park Farm. No Comments.
- f. Change of use from agricultural to residential. Members asked the clerk to request more information. District Cllr Haysey agreed to discuss with the Local Planning Authority.

50.3. East Herts Local Plan: Nothing to report.

50.4. Birchall Garden Suburb:

District Councillor Haysey advised that East Herts council would not progress to master planning until the Welwyn Hatfield local plan was adopted.

A Green Infrastructure study was ongoing.

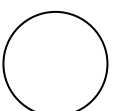
50.5. Neighbourhood Plan: Nothing to report.

51. (Agenda 10) VILLAGE GREENS

Discussion was held over to the October meeting subject to a report from the Greens Working Party.

52. (Agenda 11) CAR PARKING AT THE SCHOOL

Cllr Atkins gave a verbal report. She had attended a meeting with Tarmac at which a 150 space car park was proposed on Tarmac owned land off the Old Coach Rd on the opposite side of to the school. The proposal was for a green car park that would be open during school hours only. The trustees of





HERTINGFORDBURY PARISH COUNCIL

the school had yet to meet Tarmac to discuss the proposal.

53. (Agenda 14) WORK PROGRAMME

Members were asked to bring forward ideas to the next meeting.

54. (Agenda 13) STANDING ITEMS

54.1. Highways

Members allowed Mr Martin Jack to ask questions regarding bridge height warning signs which were obscured by vegetation. The clerk was asked to tour all bridge sites and collect evidence to present to Hertfordshire Highways.

54.2. Quarries and Waste Facilities.

Mr Martin Jack submitted to the council a report from the Environment Agency regarding Water Hall Tip.

54.3. Panshanger Park.

Cllr O'Leary informed council that the land by the car park had been restored.

54.4. B&T Motors

Cllr Morris reported that he had been advised that B&T motors had purchased additional land adjacent to the existing site.

55. (Agenda 14) FINANCE

55.1. The clerk presented a financial report to 31st August. The report was noted.

55.2. Payments totalling were noted. List annexed to these minutes.

55.3. Signatories to Co-operative bank accounts.

55.4. The clerk advised he had been in contact with the bank and it appears that the previous mandate change was never completed. As a result, councillors Coppard, Morris and Atkins were not signatories. Members agreed that it was not necessary to add councillors Morris and Coppard at this time.

55.5. Internet banking.

a. Members RESOLVED to permit the use internet payments subject to conformance with the banking mandate.

b. The clerk was asked to discuss with the bank the appointment of Cllrs O'Leary, Bradbury, Blake, Rochford and Atkins as authorised internet banking signatories.

55.6. Internal auditor's report. The internal auditor had approved the accounts for 2018.19.

55.7. To approve the annual governance statement Section 2.

55.8. The clerk, as Responsible Financial Officer, presented section 2 of the Annual Governance and Accounting Report (AGAR) and Members authorised the chairman to sign.

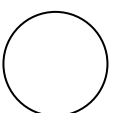
55.9. Members appointed McCash and Co as internal auditors for 2019/20.

55.10. External auditor. The clerk had issued the exemption certificate as the council was below the £25,000 turnover limit.

56. (Agenda 15) CLERK'S CONTRACT. Held over pending Employment Committee.

57. (Agenda 16) ITEMS FOR FUTURE AGENDA

57.1. Registration of greens. The clerk was asked to present evidence that the greens were properly registered with the Land Registry.





HERTINGFORDBURY PARISH COUNCIL

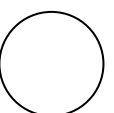
- 57.2. Website. Cllr Adkins will circulate the paper she has prepared on the council setting up its own website.
- 57.3. Change of Name. Cllr Blake chairman suggested that council investigate changing the name to avoid confusion caused by Hertingfordbury village not being part of the civil parish.

The meeting closed at 20:55.

Chairman _____ Dated _____

NEXT MEETING

The next meeting will be held on October 10th 2019 at 7 p.m. Hertingfordbury Cowper JMI School, Birch Green.





PAYMENTS

SEPTEMBER 2019

Status	Power	Date	Cleared	Payee	Description	Chq #	C	Total	Net	VAT	Open Spaces	Staff	Members	Admin	Highways	Staff exp
+	4	11/08/2019	19/08/2019	MC McCash	Audit	400367	y	144.00	120.00	24.00				120.00		
+	1	11/08/2019	19/08/2019	Coopers	Grass cutting	400368	y	658.80	549.00	109.80	549.00					
	5	11/09/2019		TH Brindley	net Salary			753.86	753.86	0.00		753.86				
	5	11/09/2019		HMRC	PAYE, NIC			263.94	263.94	0.00		263.94				
	5	11/09/2019		TH Brindley	Expenses			57.60	56.52	1.08						56.52
	1	11/09/2019		Coopers	Grass cutting			1228.80	1024.00	204.80	1,024.00					
	4	11/09/2019		HAPTC	Member Training			50.00	50.00	0.00			50.00			
	5	11/09/2019		DCK	Payroll admin			43.80	36.50	7.30				36.50		
	4	11/09/2019		Todeka	Office services			60.00	50.00	10.00				50.00		
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