

**Minutes of the meeting of Hertingfordbury Parish Council held on Wednesday 8 June 2011 at 7.30pm in Hertingfordbury Cowper JMI School, Birch Green**

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**PRESENT:** Cllrs P Rochford, E Bradbury, R Morris, S Edgell, T Brennan, G O'Leary, and R Lester

In attendance: 2 electors for part of the meeting

**17. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr B Jones, C Edwards and District Councillor Linda Hasey.

**18. ELECTION OF CHAIRMAN**

Cllr P Rochford had resigned the post of Chairman and it was **RESOLVED** that Cllr R Lester be elected as Chairman of Hertingfordbury Parish Council for the ensuing municipal year.

Cllr Lester made and signed his Declaration of Acceptance of Office

**19. DECLARATIONS OF INTEREST**

None.

**20. ELECTORS COMMENTS**

Discussion occurred regarding the field in Birch Green adjacent the Old Coach Road and the fact it had been re sold. Concern expressed about future use of the land, and a request as to the update on Article 4 Direction. No update was available but the Chairman would check the progress.

A request was made on behalf of the scout group for all to be aware of any possible sites in the area for a new scout hut as the current lease expires in 2013, and indications are that the lease will not be renewed. Suggestion that the scout group approach Lafarge or Gascoyne Cecil Estates as land owners who may be able to help.

**21. MINUTES OF THE LAST MEETING**

**RESOLVED** that the minutes of the meeting held on 11th May 2011 be confirmed and the Chairman authorised to sign the same.

**22. MATTERS ARISING**

22.1 (Minute 7) The Chairman advised that Cllr Rochford had inspected the Old Coach Road and agreed that it required surface dressing, which had been conveyed to HCC through District Cllr Hasey

22.2 (Minute 7) The Chairman advised the Clerk had confirmed that she had sent further letters to the relevant occupants in Birch Green regarding the bollards.

22.3 (Minute 7) Discussion occurred regarding the suggestion for double yellow lines adjacent to the school to assist in prevention of parking and help relieve congestion. The Chairman advised previously when this matter was raised residents further along in Birch Green had objected as it was thought the yellow lines would push the problem of school parking further into the village, and that there was an anticipation that the parking would not be policed. Agreed that Cllrs O Leary and Brennan should start discussions with interested parties in an effort to find a resolution.

22.4 (Minute 11.5) The Chairman advised he had received the paperwork to appoint Douglas Tonks Ltd to be instructed to undertake the Councils payroll function but this was being held until the details of

the new clerk were known.

- 22.5 (Minute 2010/124.3) The Chairman advised that he had been passed the papers from the audit which he would sign, reference to the appropriate minute and send off.
- 22.6 (Minute 16.2) Cllr O Leary agreed to attend the next rural Parish Conference on 15<sup>th</sup> September 2011 which is to be held in Datchworth
- 22.7 (Minute 16.9) The Chairman advised that a response had been received from the Travelling Community Liaison Officer, and they would monitor the problem of racing horse drawn carts.
- 22.8 (Minute 16.10) There was no update on the Hazeldene/ Cole Green Way crossing in terms of signage to warn cyclists and horse riders of the road crossing to East End Green. It was also commented that there was limited road signage at this point to warn of the crossing. Agreed that Highways should be approached for road signage, along with CMS who deal with Cole Green Way.

All other matters had either been completed or were a separate agenda item.

## 23. FINANCE

- 23.1 No financial statement was issued due to the resignation of the clerk, but the Chairman advised he would endeavour to provide one for the next meeting.
- 23.2 It was RESOLVED that three payments to be approved;

Clerks salary and expenses £603.73;

HAPTC annual subscription £340.00;

Coopers Grass Cutting comprising 3 invoices February 2011, £248.40, March £496.80 and May £1,012.80 giving a total to Coopers of £1,758.00

The chairman would ensure these payments were sent out in the absence of a clerk.

- 23.3 The Chairman advised that notification had been received since the last meeting that a BACS transfer of 50% of the precept (£5,200.00) had been received.
- 23.4 The Chairman advised that the clerk had not instructed Carter Allen in respect of new mandates for the new Councillors. It was suggested that this should await the appointment of a new clerk, when address and contact details could also be changed for record purposes.

## 24. PLANNING

- 24.1 No update on planning applications was issued due to the resignation of the clerk, but the Chairman advised he would endeavour to provide one for the next meeting.
- 24.2 Two planning applications had been received in the month however which were discussed. It was RESOLVED that;

Reference; 3/11/0770/FP & 3/11/0771/LB - No adverse comments were to be recorded against the lavatory extension to Mayflower Place

Reference; 3/11/0719/FP – concerns should be raised about the possible sale of the subject building in the application, independently from the remaining buildings on the site. It was also thought appropriate to raise the use class order of the building that forms the application for clarity.

The Chairman agreed to respond to East Herts based on the above.

25. REPORTS

25.1 Crossings and Greens: No to report

25.2 Highways and Byways: HCC to be advised of missing 30mph sign along with a fallen branch to Hertingfordbury Hill.

25.3 Play Area: Awaiting ROSPA report, otherwise nothing to report

25.4 Waterhall: Nothing to report. It was again noted that next meeting was 8<sup>th</sup> September 2011

25.5 Walter Wallinger's Charity: Nothing to report

25.6 Panshanger Quarry: The next meeting of the liaison group will be held on 7 July 2011, and would involve a tour of the estate prior to the meeting.

25.7 Car parking in Birch Green; Agreed to hold over to the next meeting any discussion with regard to this matter.

26. RESIGNATION OF PARISH CLERK

26.1 The Chairman advised that during the month the Parish Clerk had resigned for personal reasons and her contract ceased as from the 31 May 2011. Contact had been made with the only other applicant at the time the Clerk was appointed but she did not wish to take up the post as she now had additional commitments. In the meantime until a new Clerk was appointed the Chairman would undertake the role of Clerk and try to keep things moving. Adverts had been placed on the HAPTC website for the position and it was hoped that applications would soon start to come through. It was also noted that the Clerk had resigned from Little Berkhamsted as well, so both Parishes were without Clerks. The Chairman agreed to keep in touch with Chris Nunn the Chairman at Little Berkhamsted. The Chairman had met with the ex Clerk and had received all the records and historical information for safe keeping. There were unanimous thanks expressed by all to Nina Villa for her help and enthusiasm during her short tenure as Clerk, and good wishes recorded in relation to her and her family.

27. CORRESPONDENCE

27.1 Generally any correspondence would be scanned and circulated by e mail.

27.2 Eric Vince who acts as co-ordinator for the Royal British Legion collection requires a point of contact with the Parish Council and has an invite to attend an open evening in Welwyn in advance of this year's collection. Cllr Edgell agreed to assume this role and would attend the open evening with Eric Vince, and would report back at the next meeting.

27.3 The chairman advised he had been contacted by Jane Hoare from the PCC with regard to assistance in putting a "village event" on for the Queens diamond Jubilee next year. After discussion all thought this a good community activity and Cllrs Bradbury and O Leary agreed to represent the Parish Council in future discussions.

28. MATTERS TO NOTE OR FOR FURTHER DISCUSSION

28.1 Cllr Brennan commented that the trees near Foxdells need to be trimmed and low branches were impeding walking on the Greens

The chairman closed the meeting at 9.25pm

Signed

Dated