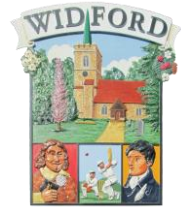


Widford Parish Council

Minutes of the Widford Ordinary Parish Council Meeting
Tuesday 3rd July 2018 at 7.30pm in the Village Hall



PRESENT: Cllr Jill Buck, Chairman (JB); Cllr Carol Blackett (CB); Cllr Babs Edwards (BE);
Cllr Paul Riddle (PR)

Seven members of the public, Cllr Bob Brunton, Cllr Eric Buckmaster from 8.15pm
Clerk: Colin Marks, Clerk to the Parish Council

The Chairman welcomed everyone and opened the meeting at 7.30pm

ACTION

18.062 Apologies for absence

1. Councillors: None (all present)
2. Others: PCSO Leon de Bruyn – on holiday

18.063 Declarations of Interest and requests for dispensations

1. **Interests:** None declared
2. **Dispensation requests:** None received

18.064 Casual vacancies: Although no applications had been received, it was noted that since the flyer had been sent out, four parishioners have expressed interest.

JB/Clerk

18.065 1. Minutes of the Annual Parish Council Meeting held on 1st May 2018

It was unanimously **RESOLVED that the Minutes of the Annual Parish Council Meeting held on 1st May 2018 were a true and accurate record.** The Chairman signed the Minutes.

JB/Clerk

Minutes of the Ordinary Parish Council Meeting held on 1st May 2018

It was unanimously **RESOLVED that the Minutes of the Ordinary Parish Council Meeting held on 1st May 2018 were a true and accurate record.** The Chairman signed the Minutes.

JB/Clerk

18.066 Police report: No report was provided.

The Chairman read out an OWL message announcing that a new police station appointment system was launched across Hertfordshire on June 25 which will enable members of the public to speak directly to officers at police stations if they need to give further information regarding a variety of issues.

The new arrangement will enable people to speak to officers in a confidential environment if they do not feel comfortable talking about potentially delicate matters in their own home. Members of the public can contact the Force Control Room to request a meeting with an officer. Callers will be offered a visit to their home via the existing 'diary car' system, or an appointment at a station most convenient to them. The initiative supports the Police and Crime Commissioner's Community Safety and Crime Plan as well as the organisational commitment to continually review options available to the public to contact and receive policing services.

The Chairman said she would email the information on this new arrangement to Cllr Riddle for the Parish Council's website.

JB/PR

18.067 Chairman's announcements:

The Chairman reminded those present that there will be a public meeting in the Village Hall on Thursday 5th July to consider the future of the Green Man PH and whether the pub should be registered as an Asset of Community Value (ACV). Leaflets had been delivered to all households.

18.068 Planning

1. New Applications:

3/18/1264/VAR Greenacres: Variation to Condition 2: creation of first floor accommodation with window. It was **RESOLVED to make NO OBJECTIONS**

Clerk

2. Decision Notices

3/18/1027/FUL Land to North of Abbots lane (Old Orchard): New dwelling **REFUSED**

3/18/0735/FUL Plovers, Medcalf Hill: Demolish dwelling and outbuildings. Erect one 4-

bedroom dwelling with garage. Landscaping & new driveway. **REFUSED**
3/17/2517/FUL;17/00150/REFUSE CPL DSisribution (Coal Yard Site) Demolish existing and erect 5 detached dwellings. **APPEALED** to Planning Inspectorate. **APPEAL DECISION AWAITED**

3/17/1559/FUL & E/17/0106/ENF: Stables, Pegs Lane: Change of use of land for stabling and residential. 1 static caravan, 1 touring caravan, parking and development for one Romani Gypsy family – part retrospective. **GRANTED – no breach of conditions**

3. Other planning matters, including items received too late for the agenda

- 1. Late planning applications:** None
- 2. Priory Farm:** hedge reinstatement: no report of enforcement action.
- 3. Development at Adams Farm:** No formal application notice has been received.

18.069 Reports by County and District Councillors

District Councillor Bob Brunton gave the following report:

Quarry. *Could I ask all councillors and residents to log on to the online campaign to 'Stop the Quarry'. I hope to have more information on the Herts Mineral Plan at our next PC. Emerging District Plan.*

As of last week we are still expecting the inspector's report, it was supposed to be with us at the end of June but this has slipped into July.

The Gilston Steering Group met on the 21st of June and Jill (your Chairman) attended. There is another meeting of the steering group taking place on the 12th of July after a Garden Town Vision Event.

Vision Events. *The Garden Town Vision Events are a series of events hosted by Harlow, Epping, and East Herts. These will take place throughout July and unveil the first look at the vision for the Harlow and Gilston Garden Town. There are a list of dates and venues, I'll send these to the clerk and urge you all to attend one event to give your own input and feedback. The Garden Town/Co-Operative Members Board met on the 30th of April and the 18th of June. I sit on the members' Group as an East Herts Representative, not a Ward Member as such. Recent discussions have focused on garden town transport and PAH. The next meeting of the members board is on the 23rd July.*

Other District Counsel Business. *Since we last met I've sat on two licensing sub-committees, attended the Executive gathering and asked questions on behalf of the joint neighbourhood plan group, I've also sat on two planning committees.*

I was alerted to a possible application of 44 houses on Adams Farm through the Parish Magazine. No application has been submitted so we have nothing to review or comment on, we don't get informed or copied in on any pre-app meeting that might have taken place. I can report that our East Herts Housing Land Supply is now over the five-year minimum and as such will offer a far greater protection to the village in regards to any future volume spec' development.

Cllr Brunton agreed to look at the Planning/Highways issues concerning the chicane at the Levenage Lane junction.

County Cllr Eric Buckmaster arrived at 8.15pm and gave his report. The following is a resumé:

Education. *Secretary of State Damian Hinds said in a speech at the National Governance Association conference that there are now around 2,800 academy trusts involved in running schools. He announced that funding for governor and trustee training will be doubled to £6 million up to 2021. He said that the Boards of Multi Academy Trusts must connect with parents, carers and communities. There will be a transparent assessment of individual trusts and the services they offer to ensure accountability for public money. More robust financial management and governance processes will ensure the accountability system doesn't create unnecessary workloads, but instead identifies where things aren't working and how they can be fixed.*

Library Usage in Hertfordshire. *In consultations towards transforming the Library Service, the following 4-year trend in attendances has been found:*

Physical visits:	2013/14: 3,832	2016/17: 3,574
Online visits:	2013/14: 1,279	2016/17: 2,055
Total visits:	2013/14: 5,111	2016/17: 5,629

East of England Ambulance Service. *In the unprecedented winter between 17 December*

2017 and 16 January 2018, EEAST received more than 100,000 calls. Some 138 of those 100,000 calls were identified as experiencing a significantly delayed response. Following scrutiny, 22 cases were identified as meeting the criteria for being investigated as a Serious Incident (potential or actual) and the Trust has also exercised its Duty of Candour to potentially affected patients/families. Among the detailed findings of an independent analysis, it was confirmed that no patient died as a consequence of a delayed response. Within the key themes it was noted there is a gap between capacity and demand and that Arrival at Hospital to Handover Delays are a significant factor affecting available capacity. Initiatives have now been implemented to reduce arrival to handover delays which will help ambulance clinicians to be able to respond to more calls and provide a safer service.

East Herts Social Prescribing. Clinical Commissioning Groups recognise that a very large proportion of health spending is connected with lifestyle and environment. There is a significant degree of depression caused by isolation and loneliness. We have employed a coordinator to work with GPs to refer to eligible people to social activities to enable them to become more active and socially connected. Age-limit is currently 50 years plus.

Hertford Theatre and Bishop's Stortford. A recent report suggested an expansion of Hertford Theatre and two possible options are being considered. We are also working towards a new arts centre in Bishop's Stortford as part of the old River Lane development.

18.070 Finance

1. Report of the Council's finances for 1 to 31 May was received (Appendix A)

<u>Finance Summary from 1 to 31 May</u>	£
Opening bank balance 1 May	15,452.45
Plus: income to 31 May	168.00
Minus: expenditure to 31 May	<u>1,315.52</u>
	14,304.93
Minus previous months' cheques presented in period	<u>615.19</u>
Balance available to Council 31 May (cashbook balance)	13,689.74
Plus: unrepresented cheques as at 31 May	<u>320.00</u>
Bank balance: reconciled with bank statement at 31 May	<u>14,009.74</u>

The Clerk explained that NatWest bank had made an error in the standing order payment for the closed churchyard maintenance in that they had made three consecutive monthly payments (May/June/July) instead of two. To rectify this, the Clerk had allowed the payments to stand but had cancelled the remaining two payments for September and November. The November payment will be set up as a one-off that will complete the contracted four payments for the year.

Clerk

Reconciliation of the Accounts to the bank statements was noted and it was unanimously **RESOLVED that the Accounts Statement for 1 to 31 May be accepted.**

Clerk

2. Cllr Carol Blackett, as a non-signatory member, signed the accounts sheet and bank statement to verify reconciliation.

CB/Clerk

3. **List of payments.** It was unanimously **RESOLVED to approve all the payments as listed**

Clerk

Date	Payee	Item	£	Chq	Power
22/5	J English	Litterpicking May	116.00	S/O	OSA 1906 s9 & s10
31/5	Clerk	Salary May	320.00	1156	LGA 1972 s112(1), (2A) & s151; LA 2011 s41
5/6	C Parrott	Churchyard 2 of 4	240.00	S/O	OSA 1906 s9 & s10
22/6	J English	Litterpicking June	116.00	S/O	OSA 1906 s9 & s10
29/6	Clerk	Salary June incl GDPR extra hours	550.58	1157	LGA 1972 s112(1), (2A) & s151; LA 2011 s41
29/6	HMRC	PAYE April-June	297.40	1158	LGA 1972 s112(1), (2A) & s151; LA 2011 s41
1/7	C Parrott	Churchyard 3 of 4	240.00	S/O	OSA 1906 s9 & s10
3/7	Clerk	Expenses May/June	33.80	1159	LGA 1972 s112(1), (2A) & s151; LA 2011 s41
3/7	Clerk Petty Cash	Top-up May/June	28.13	1160	LGA 1972 s111

3/7	J Turner	Benningfield 2of 3	100.00	1161	OSA 1906 s9 & s10
3/7	CPRE	Annual subs	36.00	1162	LGA 1972 s111
3/7	N English	Deliver flyers x2	50.00	1163	LGA 1972 s137
3/7	Prontaprint	Flyers	12.00	1164	LGA 1972 s137
3/7	Village Hall 5/7	Public meeting	18.00	1165	LGA 1972 s137
3/7	Clerk reimburse Microsoft 365	Licence (50% to be recovered)	80.00	1166	LGA 1972 s111
	Recoverable VAT included		NIL		

The Hundred Parishes Society had called the Clerk to ask if the Parish Council wished to become a member. It was agreed to defer this to a later meeting. **Clerk**

Cheques for 3rd July were signed at the end of the meeting. **Clerk**

4. The Clerk's increased hours. The increase from 6 to 8 hours a week was noted. The Clerk's annual appraisal will be conducted within the next month. **JB/PR/
Clerk**

18.071 Correspondence

The list of correspondence was noted as it appeared on the Agenda:

- Zurich / Ken Hobson/HCC: re Insurance claim/repair/grant for bus stop (18.073.2.3)
- Parishioner: re grass verges and speeding (18.073.2.1; 073.02.5; 073.3.1)
- Parishioner: re Benningfield parking (18.073.3.2)
- Parishioner: re Green Man PH (18.067)

18.072 Village Reports

1. Village Hall and archive: There has been no recent meeting, therefore no report.

2. Allotments

Cllr Babs Edwards: David Jarrett is cutting the grass within the budget constraints. Two tenants have relinquished their plots but two others have taken them up. Cllr Edwards gave the Clerk £17 rent for banking. **BE
Clerk**

3. Playing Field: Cllr Jill Buck reported that sadly Marion Brown has been unwell and there has not been a PFMC meeting.

4. Closed Churchyard

- 1. Wiseman family monument:** The PCC has made no progress with the reinstatement. The Chairman said she would buy more hazard tape to protect it in the meantime. **JB/Clerk**
- 2. Open Churchyard maintenance grant:** Deferred to a later meeting **Clerk**

18.073 Highways, footpaths and byways

1. Footpath, footways and kerbs. Nothing further reported

2. Highways

1. Parish SID: Cllr Buckmaster said things are going into the Highways budget and he would continue to follow up the request. **EB**

2. Levenage Lane junction: Cllr Buckmaster said a new officer has been appointed to Highways and he will see if ongoing issues can be resolved. The Chairman reported she had spoken to the contractor who said the chicane was being moved a short distance towards Hunsdon at their own expense. She was intending to speak to the site manager to get more information. Cllr Buckmaster asked the Clerk to send him details of the problem. **JB
Clerk/EB**

3. Bus shelter repair: The Clerk reported that the work has been put in hand with Ken Hobson who has said he hopes to do it during July (although he is exceedingly busy). **Clerk**

4. Nether Street railings: The Clerk asked Cllr Buckmaster for advice. Following Laurie Humphries' offer of Conservation grant assistance, Richard Maynard of Hadham Forge had been asked to quote for making the repairs but had not done so to date. The foundry near Hitchin that cast the posts some years ago now specialises in fireplaces and is only open one day a week. The Clerk said he understood that the railings belonged to Highways and that they had organised and paid for previous repairs. He said he was unwilling to commit the Parish Council to pay for the repairs, either in part or in whole, if they were not the PC's property. Furthermore, there was a very real safety issue in that the railings are the only **Clerk**

barrier between the edge of Nether Street and the main road several metres below. The Clerk said he disagreed with Highways' assessment that the broken railings present no danger. Cllr Buckmaster asked the Clerk to send him details and photos and that he would then follow this up with Highways

Clerk/EB

5. DriveSafe Scheme update: A parishioner volunteered to try and take this forward.

3. Other parish concerns

1. Damage to the verge/green outside Ashview. Cllr Edwards said she had not had a response to her request for a meeting with the owners. It was agreed that the Clerk would write and make the request to see if they would be willing to meet to consider what else can be done to improve the situation.

Clerk

2. Benningfield Green parking: It was noted that the licence holders have undertaken to reinstate the Green and although this hasn't been done yet, the car no longer appeared to be parked on the Green as it had been recently.

3. Other matters raised: None

18.074 **Event: The Battle's Over** (End of WWI Centenary, 11th November 2018). The Chairman said the Parish Church is planning an event at which the Parish Council will be represented.

JB

18.075 **Urgent matters** received too late for inclusion on this agenda: None.

At 9.35pm it was **RESOLVED to suspend the meeting for parishioners' comments**

- A parishioner reported that FP6, running South-Eastwards from Nether Street, has been "lost" across the wheat field and needs reinstating. Also, that two way-markers along the FP are missing. The Clerk agreed to take this up with the Countryside & Rights of Way Officer.
- It was noted that a white van left at the bottom of Pegs Lane has been reported to the police.

Clerk

The meeting was restored to order at 9.18pm

18.076 **Items for future agendas**

- Hundred Parishes Society – to consider membership.
- To consider a grant towards maintenance costs of the open churchyard
- To consider increasing the 2019/20 precept by £1,000 to provide ringfenced funding toward the Playing Field maintenance, and to consider making a grant towards 2018/19 costs.

ALL/Clerk
ALL/Clerk

ALL/Clerk

18.077 **Date of next meeting: Tuesday 4th September at 7.30pm in the Village Hall**

Clerk

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 9.20pm.

Signed.....Dated.....