



**MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL ON
MONDAY, 20TH NOVEMBER 2017 COMMENCING AT 7.45 PM**

Present: Andrew Marchant
David Oxley
Simon Bagnall
Mandy Parker
Jan Pledger
Peter Sapsed

County Councillor: County Cllr. Jeff Jones

Members of the Public: Norman Marston

Officer present: Caroline Jones (Clerk)

The Chairman welcomed everyone to the November Parish Council meeting.

17.1 To Receive Any Apologies for Absence

No apologies received.

17.2 To Receive any Personal or Prejudicial Declarations of Interest on Items on the Agenda

None received.

17.3 To Approve the Minutes of the Parish Council Meeting held on 18th September 2017

Following a unanimous vote that the minutes were correct, it was RESOLVED that the minutes for the Parish Council Meeting held on 18th September 2017 were a true record and the Chairman was authorised to sign them.

17.4 Adjournment for Police Update

No report received or police present at tonight's meeting.

17.5 Adjournment for Public Questions/Comments

Public comments adjourned to planning.

17.6 Planning Applications / Decision Notices

17.6.1 Planning Application 3/17/2408/FUL Hill Farm, Anstey SG9 0BZ – Conversion of existing garage to annexe to be considered (within conservation area). Comments due by 21/11/17.

This retrospective planning application for residential use of the garage was discussed. The building cannot be seen from the road and councillors had no reasons for any objections; it was in keeping with no structural alterations. The Parish Council were unanimous in agreement that a neutral no comment response will be made. Clerk to comment by tomorrow.

17.6.2 Planning Application 3/17/2211/ARPN – Conversion of agricultural usage on the barn to residential property – withdrawn by applicant (for information).

17.6.3 Planning Application 3/17/1394 Anstey Hall SG9 0BY – Conversion of existing g/f window to french doors – Decision Notice 20/09/2017 : Refused. Parish Council Response : Neutral.

17.6.4 Little Thatch Appeal - APP/J1915/W/17/3179148 for planning applications 3/17/0469/HH and 3/17/0470/LBC. Awaiting Decision. Parish Council Response : Neutral.



- 17.6.5** 3/17/2641/FUL High Trees, Barkway Road – this was a resubmitted application with 100% larger development from the original size and a 53% increase on the existing dwelling as extended. All objections on the previous application had been considered by this application. The shape of the planned extension, plot, boundary and car parking spaces were discussed, together with any impact to three neighbouring properties.

The Chairman recommended a neutral no comment response – the Parish Councillors were unanimously agreed. Clerk to respond.

17.7 Finance

- 17.7.1** The Annual Return 2016-17 was received by the Parish Council. There had been some alterations to the fixed assets as the figures had been duplicated for two years and were adjusted and resubmitted.

A Task List checklist has been produced.

It was resolved to approve and accept the Annual Return as signed by BDO. The Chairman proposed that it was a correct record of the Parish Council figures and procedures – all agreed.

It was noted that the Annual Return and the Notice of Conclusion of Audit had been published in compliance with Elector's Rights.

17.7.2 Update on finances :

The Parish Council were within budget and nothing was outstanding, the finance report was approved.

17.7.3 Bank Reconciliation:

The Bank Reconciliation was agreed against the bank statement and approved.

- 17.7.4 Travel Expenses :** Clerk's travel to/from Kimpton Hall to attend training courses was approved (50 miles @ 45p/mile = £22.50).

17.7.5 November and December Payments

Approved, the Chairman signed cheques at the end of the meeting.

17.6.6 Budget 2018-19

Accepted with Transparency Fund and Litter Grant to be included in the budget for next year.

17.6.7 Precept 2018

The Chairman recommended the precept remained the same for 2018 – council all agreed. It was resolved to keep the precept for 2018 at £4,750.

17.7 Standing Orders and Code of Conduct

The Standing Orders in place couldn't be found and have been rewritten. This will go onto the website and made public once approved.

The Proper Officer was usually the clerk and the Chairman proposed Caroline Jones as the Proper Officer. This was seconded by SB and MP. Following a unanimous vote, the Clerk was appointed the Proper Offer.

The Standing Orders will be included on January's Agenda for ratification.



The management of the Parish Council documents on the Village Website was discussed. Cllr Oxley suggested a village calendar to include the school, village hall, pub and parish council's events/meetings. It was agreed that any additional costs or expenses associated with organising this would be covered by the Parish Council.

17.8 Village Defibrillator

The Clerk will resend defibrillator prices to Cllr Pledger. The school was suggested as a possible site – the road gate is always open. Cllr Pledger to obtain permission from the School for power and externally housing a defibrillator.

Maintenance for battery replacement is expected to be every 3 months (for the key code).

17.9 Playing Field

Cut due December – both September and December invoices should be submitted. There has been no feedback on the grant application, clerk to chase. Subsequently received notification that we were not successful.

17.10 Village Hall

The Film Club currently has 78 members and the final film for this year will be the 9th showing of the year. The first film for 2018 will be the 12th January. Approximately 30 attend each showing. Subscriptions will be due in January at the same cost, £12 per person. A small profit is made on the bar.

The Christmas Dance will be held on Saturday 25th November.

Forever Active continues to provide club activities. There are concerns about the viability of the sessions when funding ceases. Price increases are being discussed to approximately £5 per person. Coaching is currently included.

David Thoroughgood from East Herts visited the Village Hall and made useful suggestions on heat loss, one of which was to curtain the entrance to keep in more warmth. He will return with a thermal imaging gun when the heating has been on with maximum heating to determine what heat is being lost from the floor area.

The Village Hall may look for financial support from the Parish Council for any works required to help heat the hall and they will look to apply for grants for match funding.

Cockenatch have agreed a new sign may be sited on their land – a separate meeting will be arranged to discuss this.

17.11 Fly Tipping and Highways / Vegetation

Fly tipping has been reported – some evidence has been found by EHDC from the recent tips.

17.12 Silkmead

Has been tidied, this will be monitored.

17.13 Correspondence Sent/Received

17.13.1The footpath has been reinstated across Cokenach's land.

17.13.2It was noted that Hormead PC have donated £200 to the Good Neighbour's Scheme meaning this service is now financially secure.

17.13.3Parish Council comments on the East Herts Planning website aren't loading correctly. Clerk to contact Paul Bird to request that consultee comments are listed separately.



17.14 AOB

- 17.14.1** Highways were discussed, Jeff Jones was informed there were currently no highway issues - the corner is holding up with current rainfall. It was noted that the gullies need clearing again. Pothole on road to the Woodman – on first corner nearside – clerk to report.
- 17.14.2** Refuse Collection charges were discussed – East Herts aren't currently changing their policy for brown bin collection but North Herts are charging. Veolia have lost the contract for East and North Herts.
- 17.14.3** Electricity poles from Coltsfoot to the Observation Tower and towards Stagestruck will be replaced and the village will be powered by generator.
- 17.15** The next meeting will be on Monday, 15th January 2018 commencing at 7.45pm at the Village Hall. Meeting dates for 2018 were agreed. Clerk to put dates on noticeboards and website.

Meeting closed at 9.10pm.

Signed _____

Date: _____