



MINUTES OF THE PARISH COUNCIL MEETING HELD VIA ZOOM ON  
MONDAY, 4<sup>TH</sup> MAY 2020 AT 7.30PM

Present: Andrew Marchant  
Simon Bagnall  
David House  
David Oxley  
Amanda Parker  
Jan Pledger0+

District/ County Councillor: None present

Apologies: PCSO De Bruyn  
DC Peter Boylan

Officer present: Caroline Jones (Clerk)

The chairman welcomed councillors to the March Meeting.

- 31.1 To Receive Any Apologies for Absence.** PCSO De Bruyn and DC Boylan.
- 31.2 To Receive any Personal or Prejudicial Declarations of Interest on Items on the Agenda** – none received.
- 31.3 Adjournment for Public Questions/Comments** – no comments.
- 31.4 Adjournment for County Councillor** – no County or District Councillor present/ no comments received.
- 31.5 Adjournment for Police Update** : there has been just one business burglary (we believe this to be the Quarry) over the past month and nothing residential. Other areas have been targeted with outbuilding break-ins to sheds and outbuildings where garden equipment and machinery was taken, together with a local caravan storage facility that had two caravans removed from the site. Residents are urged to ensure all outbuildings are securely locked, review their crime prevention methods and to remain vigilant. Any suspicious incidents, persons or vehicles should be reported via 101. Residents are also reminded to ensure they adhere to the COVID-19 Government guidelines.
- 31.6 To Approve the Minutes of the Parish Council Meeting held on 16<sup>th</sup> March 2020**  
The minutes were reviewed and it was unanimously agreed that they were a correct and a true record of the meeting held on 16<sup>th</sup> March 2020, and the Chairman was authorised to sign them after the meeting.
- 31.7 Planning Applications / Decision Notices**
- 31.7.1 High Trees – Ref: 3/20/0641/HH** – Retention of Shipping Container for 6 months. Parish Council objected 15/4/20.
- 31.7.2 High Trees – Ref: 3/20/0639/HH** – Reinstatement of vehicle access. Parish Council objected 15/4/20.
- 31.7.3 High Trees – Ref. 3/20/0640/HH** – Establishment of Curtilage. Parish Council objected 15/4/20.  
An amendment was submitted on 1<sup>st</sup> May 2020 – no change to the plans could be found.  
Clerk to upload the Parish Council’s objection again to the planning application and draw the Planning Officer’s attention to the neighbour’s comment – complete 4/5/20. It was noted that High Tree’s cladding colour / material has been agreed without consultation with the Parish Council.
- 31.7.4 High Trees Ref. X/19/0503/CND** Discharge Notice for materials and roofing – GRANTED 24/4/20.
- 31.7.5 3 Castle Cottages Ref. 3/20/0352/HH S/S Side Extension** – GRANTED 16/4/20.
- 31.7.6 The New House Ref: 3/19/2497/HH** Demo of conservatory & erection of S/S rear extension. GRANTED 29/1/20.
- 31.7.7 Maran House Ref. 3/19/2429/HH** Part Single Storey, Part two-storey extension GRANTED 24/1/20.
- 31.7.8 Anstey Hall Greenhouse Ref. 3/3/20/0752/HH** Removal of existing Greenhouse – construction of a replacement free-standing – Parish Council had no objections to the planning application, comment uploaded 6/5/20.
- 31.7.9 Plot 64 – Ref. 3/19/2256/FUL** Change of use of land to Gypsy/Traveller Residential. Awaiting decision.  
Clerk to write to Hornead Parish Council to ask for an update on the site situation.
- 31.7.10 4 Castle Cottages Ref. E/19/0199/ENF** a full report has been received from the Enforcement Officer which was shared with the Parish Council – the case will remain open until the end of the summer.



- 31.7.11 Church Cottage** – Pending an application, Clerk has approached Head of Planning at Hertford to see if an agreement like a S106 could be obtained if planning is granted, to ensure that a piece of land is passed to the village. The septic tank at St George’s End was discussed but no concerns raised.
- 31.7.12** No further applications or decision notices received.
- 31.8 Finance**
- 31.8.1** The latest financial report was accepted by the Parish Council.
- 31.8.2** The Bank Reconciliation dated 4<sup>th</sup> May 2020 was accepted as correct and approved.
- 31.8.3** The External Audit forms have been completed and passed to our Internal Auditor for him to complete our 2019-20 Audit, deadline is the end of June and there is likely to be an extension due to COVID-19.
- 31.8.4 Grants** – Community Grant = £2,275 and must include crowdfunding. The Parish Council secured a £1,000 reduction on the roundabout, total now to £7,527. It was agreed that £5,300 was too much to fund. Cllr Pledger to investigate alternatives.
- 31.8.5** Payments for May and June were approved (cheques were signed after the meeting). It was agreed to check whether the Parish Council and Village Hall Insurance could be amalgamated and any financial savings made – clerk to write to Came & Company, completed 11/5/20.
- 31.9 Anstey Quarry** – there have been a number of break-ins but there was no further update from the last meeting.
- 31.10 Highways / Vegetation** – Potholes at Anstey Bury had been reported and a cone left in the crater hole, flooding at Silkmead was re-reported.
- 31.11 School / Parking** – no concerns / update.
- 31.12 Church** – none.
- 31.13 Defibrillator – Box Number 1580** – monthly monitoring continues, Heartsafe no longer require fortnightly reporting. There were no current problems.
- 31.14 Phone Box** – Clerk chased BT again to ask if the opaque Perspex could be re-inspected. The kiosk has been added to the 2020 painting rota.
- 31.15 Village Hall** – the hall is not currently being used due to COVID-19 but it is still being checked weekly by Rod. The Broadband pole has been erected; provisional installation date is 24<sup>th</sup> June.
- The Floor is going to be repaired – particularly the cracks by the fire exits, it will be sanded, resealed and 4 coats added next week, w/c 4<sup>th</sup> May by Roger Hyde – a specialist in installing, treating and maintaining wooden flooring from Hadleigh @ cost of £4,085. Concerns were raised about the condensation / water on the floor when it was originally built. This has been investigated and advice sought - as the hall is no longer a new build and is now better insulated with double glazed windows, no problems are expected. Quote to be forwarded to the Chairman/clerk.
- 31.16 Playing Field** – no outstanding items. Signs were put up to remind members of the public that the playing field is closed. The inside of the hedge requires cutting – Cllr Bagnall will organise cutting of this with a petrol hedge cutter.
- 31.17 Correspondence Received / Sent** – report received.
- 31.18 AOB**
- 31.18.1** It was confirmed that another e-mail had been received from Leon De Bryn with the new contact details for future Police Reports.
- 31.18.2** VE Day – Chairman sent round information about commemorating VE Day from home – this will be forwarded round to residents via e-mail, together with brown bin collection recommencement information.
- 31.18.3** Newsletter input will include an update on the Village Neighbourhood COVID-19 Help Scheme and information from the Police, particularly locking up outbuildings.
- 31.19 Date of next meeting** : Monday, 20<sup>th</sup> July at 7.30pm.
- Meeting concluded at 8.30pm.