

LITTLE MUNDEN PARISH COUNCIL

MINUTES of the meeting of the Parish Council (PC), held on 19th March 2015 at Little Munden Memorial Hall at 8.00 pm.

1. ATTENDANCE

Present were: David Metcalf (DM) Chairman; Lizzie Bacon (LB) Vice Chairman; Jonathan Pool (JP); Keith Williams (KW); Jenny Macintosh (JM) Tony Bartels (TB); Darren Jones – Councillors.

Geraldine Ward (Clerk).

Members of the Public: None.

APOLOGIES: None.

2. DECLARATION OF INTEREST

Tony Bartels re Planning 5.1.

3. PREVIOUS MINUTES

DM proposed that the minutes of the previous Parish Council Meeting held on 15th January 2015 be taken as read. JP proposed the Minutes and LB seconded them.

4. MATTERS ARISING from the last Parish Council Meeting

4.1 Common Land

DM and LB to check through old files.

4.2 Little Munden Memorial Hall Trustees

KW reported that he hadn't yet gone through the papers that Bob Kirkby had supplied and said that there was to be a meeting with Sue Sheppard to gain further information and advice about the Trustee issue. He also reported that Bob Kirkby had thought that the legal costs would be about £2,000 which JP was surprised that it would be that expensive. DM had looked at the website for the Charity Commission and thought that there wouldn't be a fee involved if they became the holding Trustee.

4.3 Noticeboard

DM to attempt to build a new Parish Council Notice Board. TB mentioned that he did have a table which could be used for a top part.

4.4 Youth Club

DM reported that the residue of the Youth Club funds had been handed over to the new Church Club. JP also commented that he had emailed Rev Comfort advising him that there were Community Grants that the Youth Initiative may be able to apply for.

4.5 Public Access Defibrillator

The Clerk advised that the decommissioning of the phone in the kiosk had now been completed and had a form for the adoption of the phone to be signed and sent off to

complete the process. DM reiterated that the Parish Council would give ongoing financial support for the project in the way of equipment servicing and training.

4.6 Extra Bin for Horses' Meadow

The Clerk had presented the fee for supply and installation of a new litter bin by the District Council and all agreed that this was too costly. The Clerk agreed that she would research one online. Discussion then took place as to whether it would be a good idea to put a wheelie bin up at the top of the field which could be emptied by the Council.

ACTION: Clerk to chase up EHC to obtain bin.

4.7 Basketball Base

TB to investigate supply of new basket ball base.

4.8 Charities and Meeting up with new Vicar

JM reported that she had read all the papers regarding the Consolidated Charities and had changed the out of date names. She had also spoken to Tony Brown who said he would like to stay on for at least a year and Brian Long was also happy to do so. JM had also agreed to send the accounts to the Charity Commission.

4.9 Community Grant

Nothing was progressing on this at present.

4.10 The State of the Roads

Gary Strevens had supplied an update to his report delivered at the last meeting. This pointed out that Games Hill would now not be worked on until 2016/17 financial year. JP suggested putting a standard, permanent items in the Newsletter about how to report Potholes and it was pointed out that there used to be cards on how to report these which had been available at the shop. JM to action.

4.11 Any other business from the last meeting

(i) Whiteley Close sign – to be in place by next week.

(ii) KW reported that he had cut back the oak trees at the top of Church Lane.

5. PLANNING

5.1 New Applications

3/15/0184/FP

FP change of use, alteration and extension of outbuilding to create 1no. dwelling construction of 2m high brick wall; construction of storage building for biomass boiler and fuel, with basement and solar water panels; construction of oak-framed pergola; patios; amended parking and turning area (amendments to planning permission ref.

Haultwick Hall, The Street, Haultwick, Ware, Herts SG11 1JQ. No objection.

3/15/0296/FUL

Change of use of land to residential provision of hardstanding and erection of boundary fence. Retrospective. Gadgets, Munden Road, Dane End. DM reported he had had several phone calls from Parishioners concerned about this development. The fencing was not liked although DM felt that a precedent had been set with people have similar height fencing. People had also been concerned about the visibility of the access although DM felt that Highways would be able to determine whether this was acceptable or not. KW commented that Parishioners need to see Planning Applications well in advance of the PC meetings. It was agreed that the Planning link should be put in the Newsletter as a permanent item.

DM reported that he had also received an email from John Grisbrooke who commented that he was concerned that the fence facing Easington Road does not align with the existing wire fence in that it is very close to the kerb and is too high. Other considerations he noted were around traffic movements and safety with an additional egress onto Easington Road.

The overall concensus was that this retrospective Planning Permission should be left in the hands of the Planning Department at EHC.

3/15/0382/HH

Single storey extension. Ashdown Nurseries, Giffords Lane, Haultwick. No objection.

5.2 Decisions

3/14/2309/PR

Whitehill Farm, Dane End, Herts SG12 0JS. Permission refused.

3/14/2119/FP/SD

FP for change of use of existing private equestrian facilities to allow use as livery and stud. Sacombe Green, Sacombe, Ware, Herts SG12 0JF. Permission granted.

3/14/2229/FP/JS

Householder Application. Raising of roof to form first floor accommodation and two storey and single storey side extensions. Mulberry House, Green End, Dane End, Ware, SG12 0NX. Permission refused.

3/15/0012/FP

Two storey side extension. 24 Kingsfield Road, Dane End, Ware, SG12 0LY. Permission granted.

6. FINANCE

6.1 Financial Statement

Current Account Balance BF 25/2/15	10886.93
Receipts on Current Account	None

Deduct Payments from Current Account

Date	Payment to	Cheque No	Amount £
12/2/15	Road Signs Direct	867	45.60*
12/2/15	Herts Display	868	78.00
12/2/15	G Ward Clerks Fee	869	179.72
22/2/15	Post Office Ltd PAYE	870	33.38
22/2/15	EHC Dog Bins	871	378.62
22/2/15	Affinity Water	872	77.49
22/2/15	SLCC Membership Fee	873	65.00*
2/3/15	L Bartlett Litterpicker	S/O	41.92
2/3/15	C Bartels	S/O	30.00
Total Payments			929.73

	£
Online balance on Current Account 16/3/15	10067.80
Balance Brought forward 25/2/15	10886.93
Less Payments	929.73
Plus uncleared cheques Nos 867, 873	110.60
Balance as at 16/3/15	10067.80

6.2 Additional Information

JP commented for 2014/15 (as for 2013/14) year there was no New Homes Bonus Award; however an additional £422 should be forthcoming for the next financial year (2015/16). He also reported that the Council would be submitting a VAT repayment request for approximately £500 up to 31 March 2015.

7. CORRESPONDENCE

7.1 Correspondence Received

29/1/15 Sean Tyrrell -Parish Paths Partnership Scheme 2015 LB to look at.

10/2/15 Helen Saunders EHC re Litterbin Horses' Meadow

9/3/15 Stuart Kirkham re tree work. Agreed price of £400 to take out and grind stump of silver birch tree/Founceley Avenue. Stuart Kirkham to do as soon as possible.

9/3/15 Zurich Municipal Renewal of Policy 21/4/15.

16/3/15 Email from JP to Councillors re EHC Grants/Village Hall promotional leaflet.

16/3/15 BT – Adopt a Kiosk - Information Leaflet.

7.3 Late Post

8. RISK ASSESSMENT ANNUAL REVIEW

8.1 JP noted that the only significant change to the document was the change of location for Parish Council Meetings. There were also a number of considerations to be addressed as per his email of 18/3/15:

- i) Was the precept an agenda item at the November meeting? Was a detailed budget for 2015/16 made then on which the precept request was based? The budget for 2015/16 was presented at the meeting and is approved below.
- ii) The reclaiming of VAT over the last 12 months does not appear to have been made in accordance with the Councils' Financial regulations. Are these regulations up-to-date? JP recommended that the VAT financial regulations be checked.
- iii) Confirmation required that the Council has a model publication scheme for Local Councils in place. The Clerk confirmed that there was a model in place – to send through to JP.
- iv) Has the Council reviewed the statutory requirements for insurance? The Clerk to check.
- v) Has the Council received confirmation from major contractor(s) that they hold indemnity insurance? The Clerk has emailed Kirkhams Contracting for a copy of their indemnity insurance.
- vi) Have individual councillors reviewed/updated their personal register of interests? The Clerk to bring blank copies of Declaration of Interest Forms for Councillors to fill in for the next meeting.

All voted in favour of the Risk Assessment Document 2015 subject to the above conditions being fulfilled

8.2 Approval of the Annual Budget 2015/16

The annual budget for 2015/16 was presented to the meeting showing income of £10,650 (based on an unchanged precept of £9430) and expenditure of £10650. All Councillors voted in favour and approved the budget of 2015/16.

9. INSURANCE RENEWAL

Clerk to try and acquire more competitive price for the new premium.

10. MEMORIAL HALL GRANT APPLICATION

JP reported that Bob Kirkby, the Chairman of the Village Hall had discussed with him getting Parish Council support to help promote the Village Hall. BK was presently putting together a leaflet to go out with the Newsletter promoting the Village Hall, trying to get more users of the Village Hall facilities. JP had contacted Claire Pullen about trying to get a grant to pay for the printing of the leaflet. Given that the printing cost was quoted at £128 it was therefore possibly not worth a grant application. The Parish Council agreed to pay for the promotional leaflet. There was no agreement for the Parish Council to contribute additionally to the cost of the proposed vintage photo framing.

11. DATE OF AGM AND MAY ELECTION

It was agreed to hold the AGM on 23rd April 2015 preceded by a Parish Council meeting. It was agreed to invite representatives from the following: The Cricket Club, the Yoga Club, the Church, The Consolitated Charities, Beane Valley and the Football Club. Clerk to put a Notice in the Newsletter

It was also agreed to put in a Notice about the forthcoming election on May 7th in the Newsletter. At this point David Metcalf announced that he would not be standing as a Parish Councillor in May and asked each Councillor in turn whether they would be. Tony Bartels also announced that he would not be standing but all others would. However there was no one willing to step in as Chair.

Discussion took place as to how to attract individuals to stand as candidates to become Councillors. JP said he had suggested to the Chairman of the School Governors that in order to restore the direct link between the Parish Council and the School, that it would be a good idea to have a representative from the school on the Parish Council. It was agreed to advertise the vacancies for Councillors on the back page of the Newsletter and through a poster to be prepared and put up around the village.

12. NEW PARISH COUNCIL WEBSITE

Carol Bartels had informed the Council that she would like to give up the administration of the website. JP commented that the possible costs of a redesign and administration of the website was included within the 2015/16 budget and it was agreed that a webmaster should be advertised for in the Newsletter. It was also agreed that a nominal monthly fee should be available.

JP commented that the Newsletter itself was also in need of revamping and that the New Homes Bonus could be put towards this (and other projects such as the Website and reclamation of the Common Land).

13. ANY OTHER BUSINESS FROM COUNCILLORS

9.1 The Rest and Welcome Public House

Darren Jones reported on a meeting he had had with Liz McGill, the owner of the Rest and Welcome Public House. DJ explained that Liz had had inspections from English Heritage who agreed the poor state of the building and that it would essentially require a rebuild with a resign of the car park. She had a draft progress report and one of the major problems was an inglenook fireplace which English Heritage had wanted to be preserved. She now had to acquire an in depth engineers report to try and work out how to keep this although it was hoped that English Heritage would reconsider this point. DJ intended to draft a letter of support for this project to EHC on behalf of the Parish Council.

9.2 Horses' Meadow

The Clerk reported that she would get a quote from Ron Stanley to fix the fencing bordering the footpath on Horses' Meadow.

14. ANY OTHER BUSINESS FROM PARISHIONERS

None.

The meeting was brought to a close at 10.30 pm. The next meeting will be held on **Thursday 23rd April 2015** at Little Munden Village Hall, at 7.30 pm followed by the AGM at 8.00 pm.

Signed _____ Date _____
Chairman