

LITTLE MUNDEN PARISH COUNCIL

MINUTES of the meeting of the Parish Council (PC), held on 21st May 2015 at Little Munden Memorial Hall at 7.30 pm.

1. ATTENDANCE

Present were: Lizzie Bacon (LB) Chairman; Jonathan Pool (JP) Vice Chairman; Keith Williams (KW); Jenny Macintosh (JM); Keith Boulton (KB); Hannah Charvill (HC) Councillors.

Geraldine Ward (Clerk).

Members of the Public: Richard Barron

APOLOGIES: Darren Jones.

Lizzie Bacon welcomed the new councillors to the meeting.

2. DECLARATION OF INTEREST

None.

3. PREVIOUS MINUTES

LB proposed that the minutes of the previous Parish Council Meeting held on 24th April 2015 be taken as read. JM proposed the Minutes and JP seconded them.

4. MATTERS ARISING from the last Parish Council Meeting

4.1 Common Land

LB reported that David Metcalf would be happy to work on this issue in the future.

4.2 Little Munden Memorial Hall Trustees

KW reported that a meeting was to be held on 9th June with the Solicitor.

4.3 Noticeboard

David Metcalf had offered to construct a new Noticeboard for the Parish Council but as this had not materialised it was agreed that LB should remind him so one could be in place shortly. Discussion as to where it should be placed followed and it was agreed that it would be better sited nearer the shop.

4.4 Extra Bin for Horses' Meadow

The Clerk reported that Jackie Morris would be supplying a wheelie bin for Horses' Meadow.

4.5 Charities and Meeting up with new Vicar

No further news was reported on this and JM commented that the Vicar was very busy.

4.6 Letter from WSP re Flooding

David Metcalf had taken the copy of the letter to action. LB to follow-up with him.

5. PLANNING

5.1 New Applications

None

5.2 Decisions

3/15/0519/LBC

Alterations to a ground floor window opening to provide glazed double doors. Green End Park, Green End, Dane End, Ware, Hertfordshire SG12 0NU. Permission granted.

Appeals

3/14/2229/FP

Mulberry House, Green End, Ware, LPA Appeal Reference AP/15/0008/REFUSE
RE: HA/ Raising Roof to form first floor accommodation and two storey and single storey side extension. Mulberry House, Green End, Dane End, Ware, Herts SG12 0NX.

3/14/2014/FP

Cherrymead, Frogs Hall Lane, Haultwick, Ware. LPA Appeal Reference APPAP/15/0028/REFUSE. Appeal to Secretary of State against the Council's refusal of planning permission for: Creation of first floor accommodation involving alterations to and raising of the roof.

6. FINANCE

Current Account Balance BF 10/4/15	£9141.38
Receipts on Current Account VAT Reclaim	£ 603.52

Deduct Payments from Current Account

Date	Payment to	Cheque No	Amount
			£
23/4/15	Post Office Ltd Clerk's PAYE	881	33.38
23/4/15	Hall Hire for PC meeting	882	105.00
23/4/15	G Ward Clerk's Fee	883	277.68
23/4/15	Herts Display	884	124.80
24/4/15	Heart Internet	D/D	35.86
30/4/15	L Bartlett Litterpicker	S/O	41.92
30/4/15	C Bartels	S/O	30.00

Total Payments 648.64

£

Online balance on Current Account 13/5/15	9093.06
Balance Brought forward 10/4/15	9141.38
Less Payments	648.64
Plus uncleared cheques Nos 884	124.80
Less Cleared Cheque nos 880	128.00
Plus Receipts VAT Reclaim	603.52
Balance as at 13.5.15	9093.06

6.2 JP gave a précis of the Finances of the Parish Council in particular sources of income for the benefit of the new councillors.

7. CORRESPONDENCE

7.1 Correspondence Received

April 2015: The Pensions Regulator re employers new automatic legal duties re Pensions
24/4/15: EHC Annual Playground Safety Inspections 2015 (from 8th June 2015). There was some concern that the igloo's condition had disintegrated considerably and would need to find out from the inspection whether or not it was repairable. The Clerk to phone EHC and try to bring forward the inspection of this item.

7.2 Correspondence Sent

Allotment Holders – Bill for April 2015-16.

7.2 Late Post

Copy of Letter from Parishioner David Tomlin, sent to HCC regarding the A602 road improvements.

8. NEW PARISH COUNCIL

Adoption of Local Authorities (Model Code of Conduct) Order 2007
Declaration of Acceptance of Office Forms
Notice of Registerable Interests Forms.

All Councillors filled out the forms and gave to the Clerk to keep on file.

9. CHAIRMANSHIP OF THE NEW PARISH COUNCIL AND NEW CHEQUE SIGNATORY

It was agreed that Lizzie Bacon should be Chairman which she duly accepted. Councillor Pool went on to suggest that this appointment could be just for 12 months which would be less onerous than a full term. All Councillors agreed that this was a good idea.

The Council also agreed to removed David Metcalf as a cheque signatory and replace the new Chairman, Lizzie Bacon as a new cheque signatory.

10. NEW PARISH COUNCIL WEBSITE

Richard Barron (RB), who had been researching the construction of a new village website, was in attendance at the meeting and gave a presentation on how far he had got with this venture. All Councillors agreed that they liked the look of the new website. In looking at the present website in some detail he was certain that this needed cleaning up. Councillors were particularly concerned that the new website would come up when googled and enquired also whether the

name of the website could be changed in view of the fact that there was no “Dane End” in the existing name. RB confirmed that this would cost extra money and also explained that the Domain has to be renewed each year. KW asked if RB would be the only person putting on data. RB confirmed that only the webmaster can have access to change the website and that only authorised people can sign in. Suggestions made also included the possibility of advertising being made available for Parishioners. RB also confirmed that there would be direct links set up to the School and the Church websites respectively. He also mentioned that he was concerned about what needed taking off the old website and what needed removing altogether as some of the items weren’t dated.

HC suggested that a Facebook link would also be a good idea. She also requested that the Councillors be given hard copies of the new website. An email address was also discussed which would go to the server and which the Clerk could pick up in an inbox. It was also agreed to appoint a Councillor in charge of liaising between the Council and Richard. JP suggested that Hannah Charvill take on this role and all agreed.

A one off set-up fee was agreed to pay Richard and then a monthly retainer paid to him in his capacity of “webmaster”.

11. AUDIT 2014/15

The Audit was approved and Section 1 of the Audit was duly signed by the Chairman and witnessed by the Clerk.

The Clerk to pass on the papers to Derek Wheeler who would be doing the Internal Audit for the Council.

12. ANY OTHER BUSINESS FROM COUNCILLORS

KW suggested that a Vice Chairman was needed and suggested Councillor Pool. All Councillors were in favour.

Councillor Boulton presented a letter from his daughter to the Council suggesting that as part of her Duke of Edinburgh Awards Scheme she could clean up the Village War Memorial to fulfil the criteria of Voluntary Work. All agreed that they were in favour of this and that the Chairman would sign off her book when the work was complete.

13. ANY OTHER BUSINESS FROM PARISHIONERS - None.

The meeting was brought to a close at 9.10 pm. The next meeting will be held on **Thursday 16th July 2015** at Little Munden Village Hall, at 8.00 pm.

Signed _____ Date _____
Chairman