

LITTLE MUNDEN PARISH COUNCIL

MINUTES of the meeting of the Parish Council (PC) held on 21st September 2017 at Little Munden Memorial Hall at 8.00 pm.

1. ATTENDANCE

Present were: Jonathan Pool (JP) Chairman; Lizzie Bacon (LB); Jenny Macintosh (JM); David Hart (DH); Tracey Harding (TH) – Councillors; Geraldine Ward (GW) Clerk

Members of the Public: 5

APOLOGIES: Darren Jones (DJ); Keith William (KW)

2. DECLARATION OF INTEREST

None

3. TO APPROVE MINUTES OF THE MEETING HELD ON 20th JULY 2017

The minutes were proposed by JM and LB seconded.

4. MATTERS ARISING FROM THOSE MINUTES

4.1 Basketball Hoop Base

LB had spoken to David White and showed him the quote from Sovereign. She was awaiting his response.

LB

TH was awaiting a quote from Frank Cooper and two others which she will forward to PC.

TH

The painting of the igloo had been completed.

4.2 Playground Inspection

The Clerk reported that there had been no notification as to when the Inspections would take place and would chase up EHC.

GW

4.3 Wheelwrights Farm

JP reported that all we have done since the last meeting was to submit a letter of objection which was sent yesterday. Now we have to wait.

JM reported that they had got a notice to say that electricity was to be connected this week. It didn't happen on Wednesday but would be done on Monday.

4.4 Newsletter Editor

JP reported that Jackie Morris had responded to his July email to her regarding the annual payment made to her as editor of the Newsletter. He restated that the PC recognised her considerable efforts in editing and producing the monthly Newsletter.

TH pointed out that other villages have advertising in their newsletters which give them the revenue to pay for it. JP pointed out that this had been looked at many times and we have

never got anywhere and that a couple of years ago or more the council had advertised in the Newsletter for someone to be Advertising Manager without response. There was no reason though why the Council should not try again and it was agreed that an advert for an Advertising manager should be put in the Newsletter. **GW**

Although both the Church and the Parish Council regard the annual payment to the editor as out-of-pocket expenses rather than remuneration, it was agreed that the annual payment should be brought in line with that paid to the Website administrator (£420) for the current year. JP to write to Jackie Morris to confirm the new payment figure. **JP**

4.5 Common Land

JP commented that last week it was agreed to ask Parishioners' comments on this in the Village Appraisal - to be discussed Agenda item 9.

4.6 Sign for Horses Meadow

At the last meeting a resident had requested a notice to be put on the gate at Horses meadow to prevent cars parking in front of the inner gate. **GW**

A temporary sign had been torn off so JP agreed we should have a more permanent sign.

5. PLANNING

5.1 New Applications

3/17/1807/LBC

RED LION, GREEN END, DANE END, WARE, HERTS. Single storey rear extension incorporating a glazed link and garage conversion.

5.2 Decisions

3/171349/FUL

5/6 POTTERS WOOD CLOSE, DANE END, WARE. Demolish existing semi-detached fire damaged garage block and rebuild to match existing. Approved subject to conditions.

3/17/1116/HH

4 PEARMAN DRIVE, DANE END, WARE, HERTS SG12 0LW Two storey rear extension. Approved subject to conditions.

3/17/1786/HH

7 PEARMAN DRIVE, DANE END, WARE, HERTS SG12 0LW. Two storey rear extension and single storey rear extension. New first floor side window opening, one enlarged first floor side window and new ground floor door and window openings. Permission refused.

5.3 Appeals**Planning Appeal: Wheelwrights Farm, Rowney Lane, Dane End Ware**

An Inspector appointed by the Secretary of State will hold an Informal Hearing in The Council Chamber, East Herts Council Offices on 21st November 2017 starting at 10:00 am.

6. FINANCE

JP commented that the New Homes Bonus had been received. As only one payment was due this financial year and two payments were made last year, the payment was down.

| | |
|--|---------------|
| Online Current Account Balance BF 22/5/17 | £ 19586.13 |
| Receipts: 31/8/17 EHC New homes Bonus | 2358.00 |

Deduct Payments from Current Account

| Date | Payment to | Cheque No | Amount |
|-------------|---------------------------------|------------------|----------------|
| | | | £ |
| 31/7/17 | H Coles/Litter picker payment | S/O | 43.42 |
| 31/7/17 | R Barron Website Management | S/O | 35.00 |
| 31/8/17 | H Coles/Litter picker payment | S/O | 43.42 |
| 31/8/17 | R Barron Website Management | S/O | 35.00 |
| 20/7/17 | Mundens PCC | 1067 | 200.00 |
| 20/7/17 | Post Office Ltd PAYE Clerk | 1068 | 33.38 |
| 20/7/17 | Post Office Ltd PAYE Clerk July | 1069 | 33.38 |
| 20/7/17 | G Ward Clerks Fee | 1070 | 333.37 |
| 20/7/17 | Herts Display May/June | 1071 | 350.16 |
| 30/8/17 | Post Office Ltd Clerks PAYE Aug | 1072 | 33.38 |
| 30/8/17 | Herts Display July | 1073 | 96.72 |
| 30/8/17 | HAPTC Councillor Training Fee | 1074 | 100.00 |
| | VOID | 1075 | 00.00 |
| 30/8/17 | G Ward Clerks Fee | 1076 | 172.95 |
| | Total Payments | | 1510.18 |

| | |
|--|-----------------|
| | £ |
| Online balance on Current Account 12/9/17 | 20505.58 |
| Balance Brought forward 16/7/17 | 19101.04 |
| Less Payments | 1510.18 |

Plus Receipts:-

| | |
|---|---------|
| New Homes bonus | 2358.00 |
| HAPTC Transparency Funding | 360.00 |
| Plus payments not yet debited chq nos 1074, 1073, | 196.72 |

Balance as at 12/9/17 20505.58

7. CORRESPONDENCE

7.2 Correspondence Received

28/7/17 Email from Sarah Henderson re tree in Whiteley Close. It was agreed that the quote seemed high and it was agreed to get a couple of alternative quotes. **GW**

01/8/17 Email from BDO. Outstanding review points and reply from Clerk. BDO was qualifying the accounts on two matters:

- The transparency grant had been netted off against what it was funding (part Clerk's Expenditure); it should have been shown as income, meaning that both income and expenditure was understated by £720.
- The schedule of assets submitted to the auditors did not agree with the total shown in the annual report. JP commented that this was just a reporting issue and not material to the accounts as a whole.

11/8/17 Email from Ollie Copsey with donation request and info on VETS.

All had agreed to give the go ahead for a donation of £100 to Community Heartbeat.

2/9/17 Email from John Grisbrooke asking if PC would like him to officiate at Remembrance Sunday at the War Memorial. All agreed that he should officiate as usual. **GW**

18/8/17 A602 Improvements:- notification of planning documents. Of interest only.

14/9/17 Letter from Bob Kirkby re new notice board for Village Hall

18/9/17 Tree quotes from Sarah Henderson

7.2 Correspondence Sent

28/7/17 Letter to Mr & Mrs Wallace requesting surrender of allotment. The Clerk reported that the allotment had been given up and someone had taken it over.

On the subject of allotments JP commented that KW had suggested getting a skip to take the rubbish away. The Clerk suggested having a meeting with John Grisbrooke at the allotments to see what clearing up needed to be done.

GW

7.3 Late Post

None

8. VILLAGE APPRAISAL AND VILLAGE PLAN

At the last meeting it was decided that Councillors thoughts on this matter should be directed to the Clerk as a central point.

JP ran through the main comments that Councillors had said to identify where there was commonality between their thoughts.

JP said that he had taken the view to date that we didn't need Neighbourhood Plan as Dane End was a Class 2 village and not under threat of development unless parishioners identified a need for extra houses. Now though felt that the Parish Council should initiate the process and find individuals to head it up.

The merits of preparing a stand-alone Neighbourhood Plan or one as part of a new Village Appraisal were discussed. It was agreed that a stand-alone Neighbourhood Plan, to be prepared with the help of East Herts Council and, in particular, of Paul Kenealy, our District Councillor, is less likely to confuse the issue and more likely to get the involvement of parishioners. We should draw on the experience of Thundridge PC and Russell Parkins (Chairman) accepted to provide information on their initial soundings of Thundridge parishioners which it is understood involved an explanatory letter to all residents and a call for individuals to put themselves forward to form a committee. LMPC expects to follow a similar line and will be writing to all residents in the near future with a view to involving the community as a whole in the decision.

The Parish Council considered whether to ask Simon Marlow to head up the committee due to the strong interest he had shown to date, but after some discussion it was decided that the concept should first be thrown open to the whole Parish.

Russell Parkins was happy to give JP a copy of the leaflet they used to invite Parishioners to the initial meeting at Thundridge to see if this was the type of approach to use here. Discussion took place as to whether the invitation should be sent round with the Newsletter or as a separate mailing.

TH suggested the call for individuals could also be put on the Spotted in Dane End Facebook page.

In conclusion, JP would look at the copy of the invitation leaflet distributed by Thundridge P C and report back with recommendations as to what approach Little Munden PC should take.

JP

9. COMMUNICATION IDEAS WITH PARISHIONERS:-SOCIAL MEDIA ETC

It was discussed whether a Facebook page would be beneficial for the Parish Council. It could possibly be connected to Spotted in Dane End, the administrator of which could be contacted to discuss setting up links with the PC Facebook page. TH spoke about the benefits of how social media could help in getting the community involved in Parish Council matters. It was agreed that TH be responsible for communication matters and find out the best way to progress this.

TH

10. RECEIVE NOTICE OF ANY OTHER BUSINESS AND TO DEAL WITH

THOSE MATTERS IF APPROPRIATE

JP commented that HM was now full of mole hills. JM had a contact who could get rid of them and agreed to contact him. Generally the state of HM this year had not been good.

JM

JP mentioned that the ground next to the Baulk gate had got extremely uneven. LB to contact John Goldsmith to redo this area.

LB

Litterpicker – JP commented that he did not think the Litterpicker was picking up on Horses' Meadow. As he has to empty the bin himself, JP did not want the litter picker using the bin at the top of Horses' Meadow for his waste – please take it home or put it in JP's home refuse bin.

GW

TH suggested that a dog bin could be put at the bottom of Horses' Meadow and it was agreed that the Clerk should look into getting another dog bin.

GW

11. TO CONSIDER MATTERS ARISING FROM PARISHIONERS

A parishioner mentioned that the traffic was extremely bad along Munden Road, sometimes cars going at 60 mph. They take no notice of the speed signs. JP commented that this has been discussed in the past. Chicane type traffic calming would not work as the farmers' tractors couldn't go through.

JP mentioned the series and type of traffic humps through Lemsford which were effective without being too restrictive.

From the floor a Parishioner suggested the electronic smiley faces/speed signs may be a good idea. Also gates on the banks at the start of the village may help to make people slow down.

The 20 mph speed limit was also discussed especially as the village has no pavements.

JP asked DH to look into possible traffic calming measures.

DH

The Parishioner also reported that the rest bench on the top of Windy Rise had been vandalised. JP to look into repairs.

JP

He also reported that the tarmac footpath at the back of Founceley Avenue was also in a very bad state of repair. It had trees growing over it and the tarmac hadn't been repaired for years, although no one knew who actually owned it. It was not thought that HCC owned it, and it could possibly be Trundles. There was the same problem with a concrete path that runs along the side of Councillor Harding's house, ownership was again not known.

The Parishioner also went onto report that the trees around Founceley Avenue were all getting overgrown and too big for their situation. There was no maintenance on them whatsoever, although once again the ownership and responsibility for these was not known.

In response to a parishioner who raised the question of dog mess in the children's play areas on Horses Meadow, the PC accepted that there has been for many years a 'No Dogs, No Horses, No Motorcycles, No Cars' order as evidenced by the sign at the start of the footpath from Easington Road, which order has not recently been enforced. To protect children playing on Horses Meadow from dog mess, the PC considered it appropriate to reaffirm the policy and the Clerk was requested to commission a 'No Dogs, etc.' sign to be placed at the foot of Horses Meadow to replace that which disappeared some time ago.

GW

Dog mess is a continuing problem, not just on Horses Meadow, but also on local footpaths. East Herts Council has run several campaigns over the years targeting dog fouling and Fixed Penalty Notices may be issued for failing to pick up after your dog or not disposing of the dog waste in the correct way.

Another Parishioner suggested that the District Council may be able to put such notices up. TH to enquire as to whether it was possible to obtain these signs.

TH

A Parishioner also enquired where the funding would come from for the Neighbourhood Plan. If we proceed, JP said that the current level of grant available is £9,000, though there are suggestions that this may be reduced or even withdrawn, and the rest from the Parish Council. A rough estimate of the total cost is around £20,000.

The meeting was brought to a close at 9.30 pm.

The next meeting will be held on Thursday 16th November 2017 at 8.00 pm.

Signed _____ Date _____
Chairman