



HERTINGFORDBURY PARISH COUNCIL

MINUTES OF THE MEETING OF HERTINGFORDBURY PARISH COUNCIL HELD AT 19.00 ON 10th FEBRUARY 2021 VIA ZOOM VIDEO CONFERENCING

PRESENT: Cllrs Paul Rochford (Chairman), Haidy Blake, Niki Gordon, Lizzer Bradbury, Jim Coppard, Roger Morris, and Ruth McDonald.

In attendance: Mr R Herbert, Mr S Bostock and the clerk, Tom Brindley.

1. (Agenda 1) APOLOGIES FOR ABSENCE

Cllr Gary O’Leary

2. (Agenda 2) DECLARATIONS OF INTEREST

None.

3. (Agenda 3) CHAIRMAN’S REMARKS

None.

4. (Agenda 4) PUBLIC PARTICIPATION

4.1. Mr Richard Herbert addressed the council.

4.1.1. Mr Herbert asked when the hedge planting at Birch Green would be completed. The chairman advised that planting would commence as soon as the land was dry enough for mechanical plant to be used.

4.1.2. Mr Herbert informed the council that the post outside 38 Birch Green was missing allowing vehicles to drive along the green.

5. (Agenda 5) MINUTES

Minutes of the council meeting held on 13th January were approved as a true record of the meeting and duly signed by the chairman.

6. (Agenda 6) MATTERS ARISING NOT COVERED ELSEWHERE

6.1. [Ref 21.01.8] Bridge signage. Cllr Coppard asked whether the council had approached Rochford’s Nurseries for a contribution to the cost of signage.

6.2. Cllr Rochford declared a pecuniary interest and Cllr Blake assumed the chair.

6.3. Members noted that Rochford’s advises delivery drivers of the safe route, but cannot enforce this.

6.4. Cllr Blake permitted Mr R Herbert to comment. Mr Herbert asked if the council had contacted the satellite navigation companies.

6.5. Members noted that many of the HGV drivers used domestic satellite navigation systems rather than the commercial systems which advise on safe routes for HGVs.

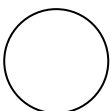
Cllr Rochford resumed the chair.

7. (Agenda 7) TO CONSIDER CO-OPTION TO FULFIL VACANCY

No applications received.

8. (Agenda 8) TO RECEIVE THE CLERK’S REPORT ON ONGOING WORKS

8.1. The clerk gave an update on his report.





HERTINGFORDBURY PARISH COUNCIL

- 8.1.1. A request had been received to permit the connection of drains from 30 Letty Green to the main sewer. This would involve digging a 2m long trench. Members agreed subject to full reinstatement of the green.
- 8.1.2. Following the clerk's announcement of retirement, the council needed a new postal address. Members agreed to take up an offer from Joseph Rochford Ltd to use its address for mail.
- 8.1.3. The new address for the council is:
Hertingfordbury Parish Council,
c/o Joseph Rochford Gardens Limited,
1 Pipers End, Letty Green,
Hertford SG14 2PB
- 8.1.4. County Councillor Crofton had given his support for improved bridge signage and asked county highways officers to work with the parish council.

8.2. Clerk recruitment

- 8.2.1. Members asked the clerk to contact clerks to neighbouring councils to see if anyone would be interested in taking on a second role.
- 8.2.2. The clerk was asked to copy the advert to all members.
- 8.2.3. Members considered advertising in local newspapers but were advised that the costs were high and that this option could be pursued at a later date if necessary.

8.3. Hedges along the Old Coach Road.

- 8.3.1. Tarmac had advised that they would no longer automatically cut the hedges every year, but would assess the need and only cut when deemed necessary.
- 8.3.2. The clerk was asked to write again to Tarmac expressing concern at the quality of the hedge cutting and the need to maintain a clear path for pedestrians using the footway.
- 8.3.3. Members were asked to provide photographic evidence of hedges causing obstruction.

8.4. The report was noted.

9. (Agenda 9) TO CONSIDER FUNDING A DEFIBRILLATOR FOR BIRCH GREEN

- 9.1. Members discussed the most suitable location. It was agreed that the shop was suitable as it could provide power and was central to the village. The shop had agreed to this location subject to landlord's permission.
- 9.2. Cllr Rochford advised that there was a defibrillator located at Rochford's Nurseries, Pipers End and the clerk was asked to check it was on the national register.
- 9.3. The clerk was asked to draw up a project plan and seek grants towards the purchase of a defibrillator.

10. (Agenda 10) TO CONSIDER A CLOUD ACCOUNTING SYSTEM

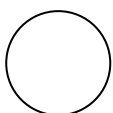
- 10.1. Members **RESOLVED** to take out a subscription to EasyPC Accounts.

11. (Agenda 11) NO PARKING SIGNS ON THE GREENS

- 11.1. Members were asked to send the clerk suggested location plans.
- 11.2. The clerk was asked to discuss erection of the signs with Richard Dawes, the new grounds maintenance contractor.

12. (Agenda 12) RISK MANAGEMENT

- 12.1. General risk register: Members requested more time to consider changes to the risk register.
- 12.2. Greens risk register. The clerk had received the risk assessment for Birch Green, but other greens were still to be submitted.





HERTINGFORDBURY PARISH COUNCIL

13. (Agenda 13) TO REVIEW THE ASSET REGISTER

- 13.1. Members noted the additions to the asset register.
- 13.2. Members asked that the wells at Cole Green and Staines Green be added to the register.
- 13.3. Members asked that the standpipes at Birch Green and Staines Green be added to the register.

14. (Agenda 14) TO RECEIVE THE PLANNING REPORT AND COMMENT ON CURRENT APPLICATIONS

- 14.1. Members noted the planning report.
- 14.2. 3/21/0278/FULL 37 Birch Green. New two storey building following demolition of existing bungalow.
Members noted that the previous application to raise the roof of the existing bungalow had been granted and so it was likely this application would also succeed.
- 14.3. 3/21/0243/HH The Red House, 8 Staines Green. Construction of domestic vehicular access.
Members raised concerns regarding building over the drainage ditch and that there was no provision for vehicle turning.

15. (Agenda 15) TO CONSIDER ARCHIVING ORIGINAL RECORDS FROM 1990 TO 2019

- 15.1. Members noted that minutes from 1896 to 1990 were already archived with the county archivist.
- 15.2. Members noted that the original minutes of Annual Parish Meetings since 1896 had been passed to the chairman.
- 15.3. Members noted that the original minutes from 1990 to 2019 had been passed to the chairman.
- 15.4. Members asked the clerk to contact the county archivist to establish the process for archiving.
- 15.5. Members suggested an opportunity for the public to examine the historic records prior to archiving.

16. (Agenda 16) TO SET THE DATE FOR THE ANNUAL PARISH MEETING

- 16.1. Members **RESOLVED** to hold the Annual Parish Meeting by Zoom immediately prior to the council meeting on Wednesday 14th April.

17. (Agenda 17) MATTERS FOR NEXT MEETING.

Risk register.

The meeting closed at 20:28

Chairman _____ Dated

NEXT MEETINGS:

- Regular council meeting: 10th March 2021
- Greens Working Party: Date to be arranged
- Employment committee: Date to be arranged

