



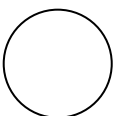
HERTINGFORDBURY PARISH COUNCIL

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

PRESENT: Cllrs Paul Rochford (Chairman), Haidy Blake, Niki Gordon, Lizzer Bradbury, Jim Coppard, Roger Morris, Cllr Gary O’Leary, Ruth McDonald and Magda Atkins.
In attendance: District Cllr L Haysey, Ms Emma Jackson, Mr Richard Herbert, two members of the public and the clerk, Tom Brindley.

1. **(AGENDA 1) APOLOGIES FOR ABSENCE:** None
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 thanked the council for the new planting at Birch Green.
 - 4.1.2. Mr Herbert reminded the council that the post outside 38 Birch Green was missing.
 - 4.1.3. The chairman advised that he had discussed a new post with the council’s grounds maintenance contractor and that this would be implemented in spring 2021.
5. **(AGENDA 5) MINUTES**

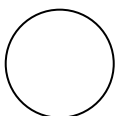
Minutes of the council meeting held on 10th February were approved as a true record of the meeting and duly signed by the chairman.





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6. **(AGENDA 6) MATTERS ARISING NOT COVERED ELSEWHERE:** None
7. **(AGENDA 7) TO APPOINT A NEW CLERK**
- 7.1. Members noted the report from the Employment Committee Interview Panel.
- 7.2. Members considered the recommendations from the Employment Committee Interview Panel. It was **RESOLVED** that:
- 7.2.1. Ms Emma Jackson is appointed as Clerk to Hertingfordbury Parish Council starting on 15th March 2021.
- 7.2.2. The current clerk, Tom Brindley, remains as Responsible Financial Officer and is appointed as Assistant Clerk until the end of May 2021.
- 7.2.3. Ms Emma Jackson is appointed as Responsible Financial Officer starting on 31st May 2021.
- 7.2.4. Cllr Paul Rochford, in conjunction with the current clerk, draft a contract of employment for Ms Jackson.
- 7.2.5. Ms Jackson's starting salary is set at Spinal Column Point 14.
- 7.2.6. Ms Jackson hours be set at 30 hours per month subject to review after 6 months.
- 7.2.7. Ms Jackson's contract includes a clause that she is obliged to obtain the Certificate in Local Council Administration within two years.
- 7.3. The chairman welcomed Ms Jackson to the council.
8. **(AGENDA 8) TO RECEIVE THE CLERK'S REPORT ON ONGOING WORKS**
- 8.1. Members noted the report including the defibrillator annex.
- 8.1.1. Hedges along the Old Coach Road.
- 8.1.2. The clerk had inspected the hedge cutting and concluded that Tarmac had met their legal obligations not to block the footway.
- 8.2. Bin emptying.
- 8.2.1. Cllr Blake reported that emptying of the play area litter bin was still erratic.
- 8.2.2. Cllr O'Leary advised the council had agreed to pay for a District Council service reference minute 7/2/2018.
- 8.2.3. The clerk reported there was no record of a contract being signed and no payments had been made.
- 8.2.4. District Cllr Haysey agreed to investigate within East Herts District Council.
- 8.3. Defibrillator.
- 8.3.1. Members were asked to consider whether the cabinet should be locked (using a combination lock) or unlocked.
- 8.3.2. The clerk was asked to further investigate grants and options for public subscription.
9. **(AGENDA 9) TO CONSIDER CO-OPTION TO FULFIL VACANCY**
No applications received.
10. **(AGENDA 10) TO RECEIVE THE PLANNING REPORT AND COMMENT ON CURRENT APPLICATIONS**
- 10.1. Members noted the planning report.
- 10.1.1. 3/21/0497/FUL Stelfox House 7 Chapel Lane, Letty Green. Demolition of existing stables. Change of use and conversion and extension of garage block/store to create a new three-bedroom dwelling. Members **RESOLVED** to repeat the previous objections for development on this site.
- 10.1.2. 3/21/0387/HH 27 Birch Green. erection of single storey infill extension, Members had no objections.
- 10.2. 37 Birch Green. Members noted that an application to demolish the property was being prepared.





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Cllr M Morris asked that the planning department be reminded that the frontage was village green in the ownership of the parish council.

11. (AGENDA 11) MATTERS FOR NEXT MEETING.

- 11.1. Consideration of how the May meeting should be held if legislation to permit online meetings was not renewed.
- 11.2. The clerk was asked to invite Tarmac to address the Annual Parish Meeting on 14th April 2021.
- 11.3. PPE for councillors and volunteers

The meeting closed at 20:10

Chairman _____ Dated

NEXT MEETINGS:

- Annual Parish Meeting: 14th April 2021, 19:00
- Regular council meeting: 14th April 2021, 19:15 (or immediately following the APM)

