



# HERTINGFORDBURY PARISH COUNCIL

## MINUTES OF A MEETING OF HERTINGFORDBURY PARISH COUNCIL

HELD ON 7<sup>th</sup> FEBRUARY 2018 AT 19.00 IN HERTINGFORDBURY COWPER SCHOOL

**PRESENT:** Cllrs Magda Atkins, Haidy Blake, Lizzer Bradbury, Gary O’Leary, Paul Rochford, Barry Simkins

In attendance: Amanda Glew (Clerk), Mrs Jacky O’Leary, Mr & Mrs Kierstenson, Mr Peter Newson, Mr Martin Jack, Mr James Coppard, Ms Katie Christou (David Lock Associates) and Mr Steve Davies (part meeting).

### 77. **APOLOGIES FOR ABSENCE**

There were apologies from Cllrs Shobha Edgell and Tommy Brennan.

### 78. **DECLARATIONS OF INTEREST**

The Chairman declared an interest in one of the planning applications.

### 79. **CHAIRMAN’S ANNOUNCEMENTS**

There were no Chairman’s announcements.

### 80. **PUBLIC PARTICIPATION**

Jacky O’Leary complimented the Wednesday Group on the wonderful job they did of clearing the Birch Green pond. She also requested that the Clerk write to the occupants of Birchwood, Birch Green to ask if they would arrange for the damaged Village Green outside their property to be reinstated as soon as possible. They should ask their contractors to be careful to not cause any further damage to the Green.

Mr and Mrs Kierstenson explained that they live at 3 Chapel Lane, Letty Green which is a semi-detached bungalow with a bedroom in an existing loft conversion. They are looking to extend with a small side garage extension and a Hip to Gable loft conversion to give 3 upstairs bedrooms. They attended to ask the Parish Council’s opinion on whether their plans would be acceptable. The Chairman asked them to email their plans to the Clerk who would circulate them to Councillors. Comments will be made as soon as possible.

Mr Jack asked if the Parish Council would be responding to the Draft Minerals Local Plan. The Chairman requested Mr Jack to forward his comments on the Plan to the Clerk for the Council to consider.

Mr Newson thanked Cllrs Blake and Simkins for touring the Water Hall quarry site with him in January. The recycling unit permission has now lapsed and HCC have been informed. The next HCC organised update meeting is on 13<sup>th</sup> March and it is hoped that John Wood will be attending



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although no reply has been received from the Parish Council's 9<sup>th</sup> January letter to him requesting his attendance.

## 81. MINUTES

The Minutes were agreed and signed. Proposed by Cllr Simkins and seconded by Cllr Blake.

## 82. MATTERS ARISING

There were no matters arising.

## 83. PLANNING

### (a) Current Applications

Planning ref: 3/17/2866/HH 26a Birch Green Hertford Hertfordshire SG14 2LU. Triple Garage. No comment.

Planning ref: 3/17/2936/HH 32 Chapel Lane Letty Green Hertford Hertfordshire SG14 2PA. Raise roof to create first floor accommodation, replacement garage, single storey rear extension and two storey side extension. No comment.

Planning ref: 3/18/0016/HH 6 Cole Green Hertford Hertfordshire SG14 2NN. Erection of ancillary accommodation unit designed for assisted living. No comment.

Planning ref: 3/18/0023/HH Orchard Cottage East End Green Hertford Hertfordshire SG14 2PD. Demolition of shed and lean to. Proposed single storey side / rear extension. No comment.

HCC Application re B&T Motors. Proposed application for the change of use of the house from residential to office use; storage of vehicles on racking 3 cars high; resurfacing part of the site; retention of portacabin for 9 month period; continued use of whole of site for end of life vehicle processing. Comments made.

Planning ref: 3/18/0132/FUL Beechleigh Birch Green Hertford Hertfordshire SG14 2LP. Erection of two detached dwellings with garages. Comments made.

### (b) Decisions on Outstanding Applications

Planning ref: 3/17/2398/FUL 58 Chapel Lane Letty Green Hertford Hertfordshire SG14 2PA. Erection of 1no four bedroomed dwelling. Granted 14/12/17.

Planning ref: 3/17/2734/HH 4 Letty Green Hertford Hertfordshire SG14 2NZ. Demolition of existing



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garage and erection of two-storey side extension and first floor rear extension. Refused 12/1/18

Planning ref: 3/17/2724/HH 5 Letty Green Hertford Hertfordshire SG14 2NZ. Demotion of Existing Garage & Erection of Detached Outbuilding and Car Port. Granted 19/1/18.

Planning ref: 3/17/2789/HH 26 Birch Green Hertford Hertfordshire SG14 2LU. Bespoke solid wood double-door-style sectional automated garage door with black door furniture, to be fitted inside existing aperture and decorative cartshed frame. Styled and stained to match existing single door. Granted 26/1/18.

Planning ref: 3/17/2724/HH 5 Letty Green Hertford Hertfordshire SG14 2NZ. Demolition of existing garage and erection of detached outbuilding, car port and porch canopy. Granted 19/1/18.

## (c) East Herts Local Plan

Both the Chairman and Cllr Blake attended the hearing into Birchall Garden Suburb. The Chairman thought there was a lack of proper investigation on key issues on ecology and land contamination with officers wishing to address issues at a later point. Tarmac had numerous representatives at the Hearing. It was noted that the landfill site was not regulated until 1995 and as no study has been published on what is contained within, the potential public health issues remain fundamental. There are no detailed infrastructure plans and the sewerage provision has not been properly addressed. HPC remain concerned that there has not been proper due diligence undertaken on the Birchall Garden Suburb site and as a public body the Parish Council has a duty to inform all local public representatives of its major concerns with regard to threats to public health. The Chairman was asked to write to the relevant representatives and public bodies as appropriate.

## (d) School Hall

Cllr Atkins volunteered to speak to Mrs Robinson, Headteacher, regarding the lack of community access to the hall. Cllr Haysey is willing to refer the matter further to EHDC Enforcement if required. The Chairman also raised the issue of the Landfill Community Fund grant which was given to the school on the basis of the community use of the new hall.

## (d) Neighbourhood Plan Steering Committee

Nothing further to report at this point. Neighbourhood Planning shall be revisited once the EHDC Local Plan policies are clear.



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## 84. STANDING ITEMS

### (a) Works Programme

Playground. The Clerk had obtained a more reasonable quote for the repairs needed from local contractor Frank Cooper & Son which it was agreed to accept. It was also agreed that the Parish Council would pay half the cost with the remainder paid from funds raised by the community. It was agreed to accept the quote from EHDC to provide and empty the litter bin. The Chairman will suggest dates for a meeting between Cllrs Simkins, O'Leary, Rochford and Atkins in order to form a Committee to take forward the further development of the play area and field.

Tree Work. The work to trees in Birch Green should be completed by 16<sup>th</sup> February.

### (b) Greens

Grass Cut Quotes. The Clerk has now received three quotes from the six requested. It was agreed to accept the quote from Frank Cooper & Son. Regular communication will be established between Cllrs Rochford, Simkins and Colin McLeod of Coopers to ensure the quality of the work.

Cole Green Way. The Countryside Management Service is currently developing a Greenspace Action Plan (GAP) for the Cole Green Way. A draft GAP has now been developed and a drop-in event will be held at Hertingfordbury Cowper Primary School to give residents the opportunity to discuss the plan. The Clerk will establish the latest date this event can be held and book the hall accordingly.

Cole Green Works trees. A meeting has been held between Cllrs Simkins, Rochford and two representatives from the developers, Sandhill Homes. This was positive and both Councillors are happy that the developer is keeping to original plans. The Clerk was asked to write to Sandhill Homes and thank them for attending the meeting.

Birch Green Pond. The Chairman thanked Peter Oakenfull, Cllr Blake, Mrs Jacky O'Leary and Cllr Rochford for all their hard work in supporting the Wednesday Group volunteers. It was noted that the group might be interested in working on Maitland Wood in the future. The Clerk will write and thank the volunteers. Cllr Rochford said that trainees at Capel Manor were often also required to undertake voluntary work and he will provide more details on this.

Cole Green Track. The work will now not include a raised kerb and the oak tree will be removed. Cllr Rochford confirmed the best time for this work would be May. Cllr Rochford will give the Clerk another specification so that new quotes can be obtained.

Risk Assessments. These have now all been received.



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Greens & Crossings Committee. Cllr Simkins addressed the meeting to say that this Committee has now achieved everything it initially set out to achieve. The Chairman thanked Cllr Simkins and the Greens & Crossings Committee for its excellent work over the last two years, during which:

- A full set of maps of all Greens and all licences and crossings are now available.
- Reviews on the condition of the Greens have taken place.
- Village Green management policies have been established and published on the website.
- Various improvements have taken place across all Greens.
- Greens protection legal policies have been implemented to re-instate the Greens when needed.
- A consistent and legally sound response is now made to all residents on Village Green matters.
- Risk assessments take place annually.

## (c) Highways

The Clerk was asked to contact Cllr Ken Crofton regarding the missing manhole covers along the Old Coach Road as these are a particular danger to cyclists. Following Cllr Simkins presentation, it was agreed that the Chairman would contact Cllr Crofton to meet up and discuss HPC ideas for signage to deter lorries from using inappropriate routes through the Parish.

## (d) Quarries

As above.

## (e) Panshanger Park

Mike Pendock of Tarmac has asked for a Liaison Group meeting to be set up. In addition to Tarmac the committee would consist of HCC planning representatives, Parish Councillors and a County Councillor. Although broadly in favour the Parish Council has serious reservations about joining a formal Liaison Group when previous agreements made, following detailed engagement, had not been delivered by Tarmac. Also there is no sign of progress on the long awaited Country Park Management Plan. There are also the public health issues that have been raised regarding the old Cole Green Tip under Tarmac control and being proposed for development. It was agreed that the Chairman would write to Mike Pendock on the basis that until HPC can see progress on the above areas it would not be the wish of the Council to join the proposed Liaison Group.

## (f) B&T Motors

A meeting took place between the B&T owners and Cllrs Simkins and Blake to discuss the current planning application and follow-up to previously agreed actions on improving the site. The owners agreed to take the car stacks down from three cars to two cars high. The planned resurfacing is only to be remedial and not to do with expansion. A fortnightly litter pick has been put into place and lorry stacking/parking is improving. B&T have been speaking to Felicity Hart at HCC and it was understood that she was encouraging them to re-submit their application. Cllr Simkins commented



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on the planning application on behalf of the Parish Council. A follow-up meeting will take place in a month's time.

## 85. FINANCE

### (a) Financial Statement

The financial statement was received and it was noted that £6,000 will need to be moved from reserves to prevent the current account becoming overdrawn.

### (b) Payment of Accounts Due

Hertingfordbury Parish Council Monthly Accounts Summary:

<b>Cheques Issued</b>			<b>Chq No</b>
07-02-18	Website hosting	120.00	300
07-02-18	Clerk Salary – January	300.04	301
07-02-18	DCK Accounts - payroll Jan	30.00	302
07-02-18	Clerk Expenses	115.22	303
07-02-18	Clerk Salary - February	300.04	304
07-02-18	DCK Accounts – payroll Feb	30.00	305
<b>Other Payments</b>			
LGPS	Pension – January	87.45	BACS
LGPS	Pension – February	87.45	BACS
<b>Receipts</b>			
07-02-18	Playground donation	20.00	Cash

### (c) Budget

Following the letter from EHDC of 28<sup>th</sup> December 2017 urging the New Homes Bonus Grant not to be included in the budget setting process, the Clerk presented a revised budget. It was agreed to raise the precept to £15,055.20, an increase per household of £6.73 per annum on a Band D property. This will enable the Council to continue to provide its existing level of services to the community and provide a balanced budget.

## 86. ITEMS FOR FUTURE AGENDA

Cllr Bradbury apologised in advance for not being able to attend the next meeting.



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## 87. ANY OTHER BUSINESS

The Chairman read out a message from Cllr Tommy Brennan resigning from the Parish Council. The Clerk was asked to write to Cllr Brennan thanking him for his years of public service not only as a Parish Councillor but also as a member of the local community.

Cllr Bradbury undertook to take on the quarterly finance check with the Clerk following Cllr Brennan's resignation.

The meeting closed at 9.45 pm.

Chairman \_\_\_\_\_ Dated \_\_\_\_\_

The next meeting will be held on Wednesday 28<sup>th</sup> March 2018