



HERTINGFORDBURY PARISH COUNCIL

MINUTES OF A MEETING OF HERTINGFORDBURY PARISH COUNCIL

HELD ON 28TH MARCH 2018 AT 19.00 IN HERTINGFORDBURY COWPER SCHOOL

PRESENT: Cllrs Magda Atkins, Haidy Blake, Gary O’Leary, Roger Morris, Paul Rochford, Barry Simkins

In attendance: Amanda Glew (Clerk), Mr Mike Pendock, Mr Steven Garrett, Mr Peter Newson, Mr Martin Jack, Mr James Coppard, Mr Osman Dervish (Cratus)

88. APOLOGIES FOR ABSENCE

There were apologies from Cllrs Shobha Edgell and Lizzer Bradbury.

89. DECLARATIONS OF INTEREST

There were no Declarations of Interest.

90. CHAIRMAN’S ANNOUNCEMENTS

There were no Chairman’s announcements.

91. PUBLIC PARTICIPATION

Steven Garrett attended the meeting from Luton. His family have been part of the parish for 60 years having lived in 5 Cole Green for 50 years before moving to Hertingfordbury. He and his family would like to have a tree planted on Cole Green in memory of their mother, Mrs Gwendoline Joy Garrett, and he shared a plan of the suggested location by the Cole Green well. Their preferred species would be an Acer tree. The Chairman explained that this request would be discussed under Greens on the Agenda. Cllr Rochford explained that there are a few precedents set. There is space for an Oak tree on the Greens but in his opinion the ground by the well would be too wet.

Peter Newson reminded the meeting of the forthcoming Water Hall Quarry Appeal scheduled for 10th April and he has prepared drawings and photographs in preparation for this. Martin Jack was pleased with Kate Harwood’s written input. The Chairman confirmed he would be attending the Appeal and would also be using Kate Harwood’s Herts Garden Trust representations regarding Grotto Wood. It was agreed to meet in advance of the Appeal to walk the site.

Mike Pendock informed the meeting of the Panshanger Park Biodiversity Conference that took place yesterday evening. The east/west path cannot be opened until an environmental permit is issued by the Environment Agency. The Biodiversity Officer has visited to undertake a vole survey. From 9th April Panshanger Lane will be closed to traffic for approximately a week while work is carried out to the bell mouth junction. Footpath work is currently going out to tender. Exits onto the Old Coach Road will be staggered crossings with post and rail fence for about 20m. Cllr Blake voiced concern about quad bike access and Mike Pendock said the plan is to monitor the situation



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and retrofit if necessary. A planning application will be made for a car park with 150 spaces off Panshanger Lane and there is the potential at this site for a small café. Mr Pendock offered to take Councillors on a mini-bus tour around the site early one evening and the Clerk will arrange. Sheep attacks by dogs are still a problem. An bee apiary is being set up which will have a manager. The Chairman asked why the central field by the cottage is still locked to the public and Mr Pendock said he will investigate. Cllr Simkins asked if the park signs could be kept up to date and accurate regarding the location of sheep.

92. **MINUTES**

The Minutes were agreed and signed. Proposed by Cllr Simkins and seconded by Cllr Blake. A tea party is proposed in honour of Cllr Tommy Brennan's long service to the Parish Council and community and Cllrs Blake and O'Leary will contact Cllr Brennan to discuss.

93. **MATTERS ARISING**

There were no matters arising.

94. **PLANNING**

(a) **Current Applications**

Planning ref: 3/18/0495/HH 36 Chapel Lane Letty Green. Infill to create glazed front porch. No comment.

Planning ref: 3/18/0565/VAR 25 Chapel Lane Letty Green. Variation of condition 2 (approved plans) of 3/16/2773/FUL - Construction of 1no. 5 bed house, double garage and driveway - Alternations to the elevation appearance including changes to the windows and doors. Alternations made to the internal layout of the dwelling and position of garage amended. The Clerk to request more information before any comment can be made by the Council.

(b) **Decisions on Outstanding Applications**

Planning ref: 3/18/0016/HH 6 Cole Green Hertford Hertfordshire SG14 2NN. Erection of ancillary accommodation unit designed for assisted living. Refused 19/3/18. Cllr Simkins has met with the owner and would like the Council to assist with any Appeal. The Chairman wondered if temporary permission had been requested. It was agreed that the PC would make comments on the Appeal.

Planning ref: 3/17/2866/HH Birchwood 26A Birch Green. Detached triple garage. Refused 15/2/18.

Planning ref: 3/17/2936/HH 32 Chapel Lane Letty Green. Raise roof to create first floor accommodation, replacement garage, single storey rear extension and two storey side extension. Refused 14/2/18.



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Planning ref: 3/18/0132/FUL Beechleigh Birch Green. Erection of two detached dwellings with garages. Refused 28/3/18.

Planning ref: 3/18/0023/HH Orchard Cottage East End Green. Demolition of shed and lean to. Proposed single storey side / rear extension. Granted 15/3/18.

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. Application withdrawn 26/2/18.

(c) **Community Use of School Hall**

Cllr Atkins recently met with Mrs Richards, Head Teacher, to discuss increasing community access to the hall. Mrs Richards explained the problems associated with hiring the hall out more widely, in particular the problem with cleaning the hall after events. The Chairman would like the hall to be available to anyone in the community to hire, not just certain groups. Cllr Morris thought it was much easier for parishioners to know when Parish Councils meetings were held if it was always on the second Wednesday of the month. This cannot always happen when access to the hall is restricted to term time. The Clerk will circulate the hall booking form to Councillors.

(d) **East Herts Local Plan**

The Chairman will comment on the modifications to the Local Plan on behalf of the Parish Council. Regarding the housing proposed for the site opposite the Cole Green Waste Recycling Site; Cllr Rochford outlined the issues with draining. It was also noted that the Green Corridor sweeps from opposite the waste site over Birchall Farm and into Panshanger Park. This remaining residential area south of the Green Corridor area would not seem to be an extension to Welwyn Garden City, rather a small separate development and damaging to the setting of the village of Cole Green.

(d) **Neighbourhood Plan Steering Committee**

Nothing further to report at this point.

95. **STANDING ITEMS**

(a) **Works Programme**

Cole Green Track. Cllr Rochford to provide specification.

Grass Cutting. Cllr Simkins to arrange regular meetings with Colin from Coopers.



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Birch Green Play Area. Cllr Blake confirmed that she had met with Jonathan Hart, Senior Environment Inspector at East Herts, to arrange a new litter bin. It was noted that the old bins will need to be removed. The Clerk will confirm the installation of the new bin with Mr Hart. A community meeting will be arranged to discuss the play area and field.

Garden Bench Donation. Mrs & Mrs Lee-Bapty have kindly offered to donate a garden bench to be placed on the Cole Green House side of the Green to replicate as near as possible the one donated by Ron Sams in 1990. Cllr Rochford confirmed he has a suitable bench and will arrange.

Cole Green. A post has been knocked down on the triangle. Cllr Rochford will repair. It was agreed to recommend the planting of a small Oak tree rather than an Acer to Mr Garrett and propose a site north of the well by Birchall Lane. Cllr Rochford and the Clerk will liaise with him.

Cole Green Way. The consultation on 14th March attracted a good turnout. The Parish Council considers that putting in a hard surface to enable cyclists is very damaging to the rural nature of the Cole Green Way and the equine community feels the same. Particularly as the Cole Green Way passes through the landscape conservation area of Hertingfordbury. Cllr Blake thought it was being made into a commuter route and that lack of emergency access would be a problem. The Parish Council will make clear that they want to see the rural nature of the Way maintained up to Hertford. Cllr Rochford said that tree maintenance proposed was good and would take out some of the problems and reducing leaf cover to expose the Track would let in more daylight. The Chairman considered more dog waste bins should be installed. The Clerk will write to Mr Taylor with these observations.

Alistair Cameron, Smallford Railway Group to be invited to a Parish Council meeting and details of his website circulated to all Councillors.

Risk Assessments. All action has now either taken place or is planned.

(c) Highways

Cllrs O'Leary and Simkins met with Cllr Ken Crofton and Neil Richardson to discuss the Parish Council ideas for signage to deter lorries from using inappropriate routes through the Parish. Highways have said they will respond to say how much is their responsibility. They need to conduct a survey which Cllr Simkins will chase. The Clerk will ask James Vine to arrange for the cones on the Old Coach Road to be collected.

Cllr Morris to email Cllr Simkins a photo of the sign to the Staines Green turning.



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(d) **Quarries**

Discussed above.

(e) **Panshanger Park**

Discussed above.

(f) **B&T Motors**

No further update. Cllr Blake thought it was quieter and there was less activity on the site. Cars have also been cleared cars from the central area. The next meeting with the owners is due in April/May when litter picking will be chased.

96. **FINANCE**

(a) **Financial Statement**

The financial statement was received and there were no comments.

(b) **Payment of Accounts Due**

Hertingfordbury Parish Council Monthly Accounts Summary:

Cheques Issued			Chq No
28-03-18	Clerk Salary - March	300.04	306
28-03-18	Clerk Expenses	25.47	307
28-03-18	G O'Leary – tree work	700.00	308
28-03-18	P Oakenfull – tree work	700.00	309
28-03-18	ELMAW Consulting – N Planning	356.40	310
28-03-18	South Lodge – well work	930.00	311
30-04-18	SLCC – Annual membership	84.00	312
Other Payments			
LGPS	Pension – March	87.45	BACS

(c) **Year End**

The Clerk presented the year end variation against budget.



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(d) General Data Protection Regulation

By 25 May 2018, every parish council must have appointed a Data Protection Officer (DPO). The Clerk has already attended a seminar given by the DPO Centre Ltd, arranged by HAPTC, notes of which have been circulated to Councillors.

It is not yet clear whether a Parish Clerk and RFO can be appointed as the DPO. The Society of Local Council Clerks (SLCC) has consulted their National Legal Adviser who has said that "it is legally possible for the clerk of a local council to be the council's DPO under the GDPR". However NALC published A GDPR Toolkit of Local Councils in February which said that "Most clerks and RFOs cannot be designated as a council's DPO because they are unlikely to satisfy all of the requirements of the job." It would be possible to outsource the role of DPO to The DPO Centre for a charge of approximately £600 in the first year.

It was agreed that the Clerk should monitor advice on the Regulation and report back to the Council.

97. ITEMS FOR FUTURE AGENDA

No items were raised.

98. ANY OTHER BUSINESS

Cllr Simkins put forward the idea of rebuilding the Birch Green well and suggested that the Parish Council might be able to apply for a heritage grant.

Cllrs Simkins and Rochford have spoken to the arboriculture manager from Capel Manor and showed him the oak tree at Cole Green and also Maitland Wood. Cllr Rochford explained that now would be a good time to scrape the outer circle at the Oak tree to encourage worm activity.

The meeting closed at 9.45 pm.

Chairman _____ Dated _____

The next meeting will be the Annual Parish Meeting and Annual Meeting of HPC to be held on
Wednesday 9th May 2018