



HERTINGFORDBURY PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF HERTINGFORDBURY PARISH COUNCIL

HELD ON 9TH MAY 2018 AT 19.30 IN HERTINGFORDBURY COWPER SCHOOL

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

In attendance: Amanda Glew (Clerk), Mr Peter Newson, Mr Steven Phillips, Mr Osman Dervish (Cratus), Messrs Alistair Cameron and James Fraser (Smallford Station & Alban Way Heritage Society)

07. **ELECTION OF CHAIRMAN**

Cllr O’Leary was re-elected as Chairman of the Parish Council, proposed by Cllr Bradbury and seconded by Cllr Blake

08. **ELECTION OF VICE-CHAIRMAN**

Cllr Simkins was re-elected as Vice-Chairman of the Parish Council, proposed by Cllr Morris and seconded by Cllr Bradbury

09. **APOLOGIES FOR ABSENCE**

Cllrs Shobha Edgell and Paul Rochford

10. **CHAIRMAN’S ANNOUNCEMENTS**

There were no Chairman’s announcements.

11. **DECLARATIONS OF INTEREST**

There were no Declarations of Interest.

12. **PUBLIC PARTICIPATION**

Alistair Cameron gave a presentation on how the Alban Way is managed. His Society has a committee of 11 and most are active. Signs are consistent along the Way and there are interpretation boards at each station platform. There is a leaflet detailing a guided walk available and an exhibition at Mill Green museum will be taking place later in the year. Nearly £10k of funding came from the Heritage Lottery Fund. Andrew Taylor would like to do the same signage on the Cole Green Way. James Fraser explained that he has a particular interest in stations and would be interested in restoring Cole Green station platform and area. Councillors might like to look at Nast Hyde Halt. He has spoken to HCC who thought his ideas were interesting as part of the Plan and Andrew Taylor is enthusiastic. It was noted the station had close links to Panshanger House and



HERTINGFORDBURY PARISH COUNCIL

Park. At present Andrew Taylor is planning to work mainly on vegetation along the Cole Green way using volunteers. Mr Cameron would like the car park at Cole Green to be extended to make better use of the picnic area but it is all dependent on funding from a Heritage Lottery grant. The application would need to be put in by HCC. HPC agreed to write to Mr Taylor in support of these plans.

13. MINUTES

There were no comments on the minutes for the previous meeting and these were agreed and signed.

14. MATTERS ARISING

There were no matters arising.

15. NOMINATIONS TO OUTSIDE BODIES

- a) Walter Wallinger's Charity - Cllr Edgell
- b) Panshanger Park - Cllrs O'Leary, Simkins and Morris
- c) Employment Committee – Cllrs O'Leary, Rochford and Simkins. Cllr Morris will step in if Cllr Rochford does not want to continue.

Members with special responsibilities for:

- a) Crossings and Greens – not necessary at present as covered at all monthly meetings
- b) Highways and Byways – not necessary at present as covered at all monthly meetings
- c) Play Area – Cllr Blake
- d) Risk Assessments. These should be updated annually. Councillor responsibilities to be:
 - Birch Green – Cllrs O'Leary and Blake
 - Cole Green – Cllr Simkins
 - Staines Green – Cllrs Edgell and Morris
 - East End Green – Cllr Atkins
 - Letty Green – Cllrs Bradbury and Rochford
- e) Neighbourhood Planning (NP) – ongoing participation by Cllrs in NP process and will be reviewed as we go forward

16. STANDING ITEMS

a) Greens

Steven Phillips has been in contact with Cllr Simkins regarding the condition of East End Green track which has also become wider. The land is owned by the PC. He would like to create a mini plan for



HERTINGFORDBURY PARISH COUNCIL

maintenance. Cllr Blake thought it should become a no through road and the Chairman said there could be the option to break it in the middle. Cllr Morris said the Groundwork Trust provided a grant in 2004/5 on the basis it would be kept as a through road. He also thought it had been difficult in the past to encourage all six residents to pay their share. Mr Phillips confirmed that four would definitely pay. Cllr Morris suggested that Highways might be able to count the number of vehicles using the track as a through road and Cllr Simkins and the Clerk will speak to Cllr Crofton regarding this.

17. PLANNING

(a) Current Applications

Planning ref: 3/18/0725/FUL 288 Hertingfordbury Road Demolition of dwelling and construction of replacement dwelling. No comment.

6/2018/0873/OUTLINE Land to North East of Welwyn Garden City Panshanger Outline application for a residential-led development of up to 650 residential units, a two-form entry primary school, provision of six gypsy and traveller pitches, a new local centre (comprising retail and community uses), new vehicular access from Hems Lane, car parking, associated infrastructure and landscaping works with all matters except access reserved. The PC to comment on its concerns regarding the heritage impact on Panshanger Park and the loss of biodiversity in the area. There will also be potential loss of Green Belt land and the loss of open space with building of houses leading to the loss of a public and sporting amenity (airfield). There is also concern that the traffic impact has not been carefully considered.

6/2018/0158/OUTLINE Land south of Money Hole Lane Money Hole Lane Panshanger Outline permission for the relocation of runway, erection of a clubhouse, hanger, car park and aircraft parking with all matters except access and layout reserved. The PC to comment in support of the reinstatement of the airfield as a public amenity.

Planning ref: 3/18/1006/HH 38 Letty Green Ground floor rear extension and first floor rear and side extension (Renewal of planning permission 3/15/0832/HH). No comment.

Planning ref: 3/18/0972/FUL Land Opposite 44 - 58 Chapel Lane Letty Green Construction of a new house, garage and driveway, with new landscape planting. The Parish Council objects to this application. It is inappropriate development in the Green Belt in a Category 3 village; it does not represent infill and is ribbon development along Chapel Lane. Concerns also expressed about impact on amenity of Cole Green Way. If the Planning Officer's view is to recommend approval then the PC will ask Cllr Linda Haysey to recommend the application to go forward to the Development Management Committee.



HERTINGFORDBURY PARISH COUNCIL

(b) Decisions on Outstanding Applications

Planning ref: 3/18/0495/HH 36 Chapel Lane Letty Green Infill to create glazed front porch. Refused 26/4/18.

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. Granted 4/5/18.

(d) East Herts Local Plan

Nothing further to report at this point.

(d) Neighbourhood Plan Steering Committee

Nothing further to report at this point.

18. WORKS PROGRAMME

To be agreed for 2018/19.

19. STANDING ITEMS

(a) Works Programme

The Chairman suggested Parish Council signs be made to hang from stakes where Village Green is under repair. Cllr Atkins will source signs. Cllr O'Leary will source stakes and appropriate rope. Cllr Rochford and Mr Oakenfull to be asked to quote for Cole Green track removal.

(b) Greens

A P3 grant will be applied for to fund work to a Letty Green byway. The Clerk will arrange a site meeting with Cllr Simkins. East End Green track repair covered earlier.

(c) Highways

The postcode for B&T Motors is the same as for Munns Farm causing B&T vehicles to try and access Munns Farm. A new postcode is being sought. The PC would like B&T to pay for the Village Green outside Munns Farm to be repaired. Cllrs Simkins and Blake are meeting with B&T Motors shortly and will add this item to the agenda.



HERTINGFORDBURY PARISH COUNCIL

(d) **Play Area**

Cllr Rochford has offered to donate some benches to the play area which will need to be secured onto the ground. Cllr Atkins presented the Clerk with a cheque for £843.41, the total of the monies raised from residents concerned about the future of the play area. Some of this money will be used to pay for 50% of the recent equipment repair with the remainder being kept to be put towards future play area expenditure.

(e) **Quarries and Waste Facilities**

Nothing further to report.

(f) **Walter Wallinger's Charity**

Cllr Edgell had already informed the Clerk that no applications for grants were made.

(g) **Panshanger Quarry and Panshanger Park**

Councillors were reminded of the site tour planned for 24th May. A proposed Panshanger Liaison Group has been suggested and invitations were due to go to Friends of Panshanger and the Parish Council. These have not been received. The findings of the site tour will be discussed by the PC at the July meeting.

20. **YEAR END ACCOUNTS, STATEMENT OF ACCOUNTS AND ANNUAL GOVERNANCE STATEMENT**

(a) **Certificate of Exemption**

It was resolved that the criteria had been met to complete a Certificate of Exemption and to proceed with the Annual Governance and Accountability Return 2017/18. Proposed by Cllr Simkins, seconded by Cllr Blake.

(b) **Annual Governance Statement**

It was resolved that the Annual Governance Statement for the year ended 31 March 2018 had been reviewed and approved. Proposed by Cllr O'Leary, seconded by Cllr Bradbury.

(c) **Accounting Statements 2017/18**

It was resolved that the Accounting Statements for the year ended 31 March 2018 be considered and approved which were then signed and dated by the Chairman presiding. Proposed by Cllr Simkins, seconded by Cllr Blake.



HERTINGFORDBURY PARISH COUNCIL

21. 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
09-05-18	Clerk Salary - April	300.04	313
09-05-18	DCK Accounting	120.00	314
09-05-18	Zurich Insurance	315.73	315
09-05-18	Clerk Salary - May	311.11	316
09-05-18	HAPTC	376.30	317
09-05-18	Clerk – expenses	43.19	318
09-05-18	McCash & Hay Internal Audit	140.40	319
Other Payments			
LGPS	Pension – April	87.45	BACS
LGPS	Pension – May	90.95	BACS

(c) Annual Investment Strategy

The current annual investment strategy document was agreed by the Meeting. The Clerk was asked to progress setting up a new deposit account with Unity Bank.

(d) Financial Risk Management

Signed by Cllrs O’Leary and Simkins.

22. ITEMS FOR FUTURE AGENDA

No items were raised.

23. ANY OTHER BUSINESS

Cllr Morris would like new residents to be given copy crossing licences when they move in.



HERTINGFORDBURY PARISH COUNCIL

Cllr Simkins reported that the post at Cole Green had been repaired.

Cllr Blake will approach Tommy Brennan to ask whether he would like a celebration of his time as a Parish Councillor.

Cllr Atkins asked whether a missing footpath sign could be replaced. The Clerk will ask Nicholas Maddex.

Cllr Blake reported that barbed wire has been cut in the fence owned by Hatfield Estates. Cllrs O'Leary and Simkins will alert the Estates Manager when they meet with her. Cllr Blake spoke with the Parking Warden when he was patrolling outside the school recently. It appears that he is unable to issue parking tickets and the PC would like to know what his role is.

The meeting closed at 9.55 pm.

Chairman _____ Dated _____

The next meeting will be held on Wednesday 11th July 2018