



HERTINGFORDBURY PARISH COUNCIL

MINUTES OF A MEETING OF HERTINGFORDBURY PARISH COUNCIL

HELD ON 13TH FEBRUARY 2019 AT 19.00 IN HERTINGFORDBURY COWPER SCHOOL

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

In attendance: Amanda Glew (Clerk) and 7 members of the public

83. APOLOGIES FOR ABSENCE

Cllr Paul Rochford

84. DECLARATIONS OF INTEREST

There were no declarations of interest.

85. CHAIRMAN’S ANNOUNCEMENTS

Niki Gordon addressed the meeting to explain her reasons for wanting to become a Parish Councillor. She was proposed as a Councillor by the Vice Chairman, seconded by Cllr Blake, co-opted onto the Council and welcomed to the meeting.

86. PUBLIC PARTICIPATION

Mr Steve Davies apologised for parking his van on Village Green by the Birch Green pond and explained this has been a temporary measure due to recent building works at his property.

87. MINUTES

The Clerk was asked to remind Cllr Rochford to speak to the owners of 8 Staines Green regarding white stones on Village Green.

Cllr Coppard made a slight amendment to the paragraph on Neighbourhood Plan. The Clerk made this, and the minutes were agreed and signed. Proposed by the Chairman, seconded by Cllr Blake.

88. PLANNING

(a) Current Applications

PL\0933\18 Panshanger Quarry, Panshanger Lane, Hertford, SG14 2NQ. Proposed application for the creation of a car park for visitors to Panshanger Country Park together with provision of toilet



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facilities, information point and associated landscaping and ancillary works. HPC to object and the Chairman to draft comments.

3/19/0086/HH Amendment 60 Birch Green Hertford SG14 2LU. Demolition of single storey rear extension. Single and two storey rear extensions. Hip to gable roof incorporating dormer window. Insertion of window to front elevation. No comment.

3/19/0117/LBC The Bury Farm Hertingfordbury Hill Hertingfordbury SG14 2LJ. Demolition of garage, hay barn, lean-to extension, greenhouses and tank. Change of use of curtilage listed barn to create 1 No. 5 bedroom dwelling, to include single storey and two storey extensions, refurbishment of roof, alterations to fenestration, with associated landscaping and parking. Erection of porch. Erection of 3 garages, to serve existing and proposed dwellings. Listed building consent. No comment.

3/18/2344/FUL – amendment The Bury Farm Hertingfordbury Road Hertford. Demolition of garage, hay barn, lean-to extension, greenhouses and tank. Change of use of curtilage listed barn to create 1 No. 5 bedroom dwelling, to include single storey and two storey extensions, refurbishment of roof, alterations to fenestration, with associated landscaping and parking. Erection of porch. Erection of 3 garages, to serve existing and proposed dwellings. No comment.

LPA Appeal Reference: 18/00095/REFUSE Land Opposite 44 - 58 Chapel Lane Letty Green Hertford. Construction of a new house, garage and driveway, with new landscape planting. Comments were made on original application: 3/18/0972/FUL. Cllr Coppard to draft comments.

(b) Applications Received between 7th and 13th February

3/19/0243/PNHH 48 Birch Green Letty Green Hertford. Single storey rear extension. Depth 5.995 metres, maximum height 3.345 metres and eaves height 2.950 metres. No comment.

(c) Decisions on Outstanding Applications

3/18/2596/HH 20 Letty Green Hertford Hertfordshire SG14 2NZ. Demolition of single storey rear extension and outbuildings. Erection of two storey rear extension. Alterations to fenestration. Alteration to site access. New gates and creation of new parking area and associated landscaping. Refuse 21/1/19

3/18/2527/FUL 30 Woolmers Lane Letty Green Hertfordshire SG14 2NU. Demolition of dwelling. Erection of 1 no. 4 bedrooled dwelling. Granted 14/1/19

(d) East Herts Local Plan and Neighbourhood Plan

It was noted that Cllr Coppard will attend an interactive Neighbourhood Planning Workshop at HAPTC on 9th April. Cllr Coppard is attempting to find a georeferenced base topographic map of HPC.



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(e) Birchall Garden Suburb

The Chairman met Colin Haigh, Head of Planning Welwyn Hatfield who informed him that there is unlikely to be a decision on their Local Plan by the end of the year.

99. FINANCE

(a) Financial Statement/Bank Reconciliation

These were received and noted.

(b) Payment of Accounts Due

Hertingfordbury Parish Council approved the following payments:

Cheques Issued			Chq No
13-02-19	Clerk salary – February	334.49	350
13-02-19	Payroll - February	30.00	351
13-02-19	Clerk expenses	20.22	352
Other Payments			
LGPS	Pension – January	98.13	BACS

(c) Estimate to Year End

The estimate to year end was reviewed.

100. STANDING ITEMS

The Chairman requested that items be discussed in a slightly different order.

(b) Greens

The Vice Chairman was asked to produce just the Recreational Standards section of his paper and circulate to all Councillors in good time for the March meeting to vote on.

24 Birch Green – Mrs Walton and family attended the meeting following receipt of a letter from the Parish Council. They were informed that no encroachments are permitted onto Village Green and that they will need to reinstate the Green. Options available are to remove the encroachment or dispute the decision and they were encouraged to write to the PC with reasons if they dispute this opinion. HPC understand the boundary is the centre of the hedge and a site meeting can be



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arranged. The meeting resolved that this is an encroachment, and this will be confirmed in writing to Mrs Walton. Proposed by the Chairman, seconded by the Vice Chairman.

18 Birch Green – the Chairman and Vice Chairman will be attending a site meeting with Gascoyne Holdings Ltd next week.

69 Birch Green – the Clerk was asked to write to Network Homes and draft has been circulated to Cllrs. It was resolved to send this letter. Proposed by the Chairman, seconded by the Vice Chairman.

New England Site – resident Mr Graham Smith has complained regarding continued rubbish burning at the old “New England site”. This will be reported by the Clerk to East Herts Environmental Health. The resident has already been advised to do this himself as well as alert Enforcement.

12/14/20 Cole Green – following the complaint from Pamela Jones and Gill Coggins regarding the erosion of Village Green in front of No’s 12, 14 and 20 Cole Green, it was noted that at this time of year it is difficult to maintain the Greens to a high standard. It was discussed whether to place signs on the Greens as these may act as a deterrent against offenders. It was generally thought that the Greens would repair themselves. It was discussed whether to set up a Greens Committee and this item will be put onto the March agenda. The Clerk will inform the residents of the discussion.

(a) Works Programme

Cllr Rochford has very kindly scraped the Staines Green to Hertingfordbury footway leaving it in very good condition. The Clerk was asked to write and thank him.

It was noted that the Wednesday Group of volunteers spent a day coppicing small trees and removing undergrowth in Maitland Wood. The Clerk was asked to write and thank them.

Mrs Jones has contacted the Clerk regarding light being blocked from 27 and 29 Birch Green by overgrown trees. The Clerk will arrange a site meeting for next week between Cllrs O’Leary, Simkins, Rochford and Mrs Jones. Cllr Blake queried whether pollarding the trees might be considered.

A site meeting will be arranged at East End Green to create a specification for work needed. The Revisions to the boundary of the East End Green Conservation Area were noted.

The Clerk was asked to copy Coopers quote for work to Byway 20 to Cllr O’Leary. The meeting was updated on the work planned to the Cole Green Way over the next few months by Andrew Taylor.



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Steven Phillips – the meeting agreed to let Mr Phillips have copies of the information he has requested. The Clerk will send these to him.

Risk Assessments – the action list prepared by the Clerk was noted and these now need to be ratified by the Council. This will be added to the March agenda. It was noted that the Staines Green risk assessment is still awaited.

P3 Grant will need to be repaid by the end of March if it remains unused.

(c) **Highways**

No update on the HGV signage.

School parking. Cllr Rochford has very generously offered to donate land for additional school parking which will include several drop-off bays for parents. Cllr Atkins showed a map of the proposed plan. It was noted that Highways will need to be involved and Cllr Simkins will speak to them. There has not been a meeting with the Headteacher yet and this will take place after half term to find out her initial thoughts. Cllr Crofton will be invited to attend that meeting. Planning permission for the scheme will be needed. It was agreed for the Parish Council to support this plan. Proposed by the Chairman, seconded by Cllr Blake.

(d) **Quarries and Waste Facilities**

Nothing further to report.

(e) **Panshanger Park**

Tarmac have now handed over management of the Park to Maydencroft Limited.

(f) **B&T Motors**

Their signs have now been removed. No other update.

101. **CORRESPONDENCE AND OTHER MATTERS**

(a) **Draft Standing Orders/Code of Conduct**

It was resolved to adopt the new Standing Orders. Proposed by Cllr Coppard seconded by Cllr Bradbury. The amended Code of Conduct will be voted on at the March meeting.



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(b) Parish Clerk & Responsible Financial Officer Recruitment

The meeting was informed that 3 applicants had responded to the advertisement in the Parish News and that the Employment Committee have had discussions with a previous Clerk, Mr Tom Brindley. The Committee believe that the new Clerk should be paid for more hours in order to be more proactive. The Clerk was asked to re-send the HAPTC model job description to the Committee and circulate to all Councillors. Cllr Gordon undertook to collate all comments. A finalised job description will be discussed at the March meeting. It was decided to dissolve the Employment Committee and to involve all Councillors in the recruitment process.

(c) Reserves Policy

The Reserves Policy was approved. Proposed by the Chairman, seconded by Cllr Coppard.

(d) Correspondence Received

Grant request for litter picking equipment has been received from Mr Raymond Green. This will go onto the March agenda for formal approval and in the meantime the Clerk will let him know that his application is expected to be looked on favourably.

The Minerals consultation was passed to Cllr Coppard.

The school hall will not be available for the Parish Council to meet in for April due to the Easter break or July due to a school performance. For July the PC have been offered the Green Hut (polling station) instead. The Clerk has booked the Brace Room for both dates.

102. ITEMS FOR FUTURE AGENDA

Cllr Blake requested the Clerk to find out the schedule for emptying the new playground bin.

Cllr Coppard asked whether a map of the Parish could be put into the Parish News to make clear that the village of Hertingfordbury is not included in the Parish boundary.

The Chairman informed the meeting that he will begin posting the agreed Parish Council notification letters 1 and 2 on cars seen parked illegally on Village Green.

The meeting closed at 9.55 pm.

Chairman _____ Dated _____

The next meeting will be held on Wednesday 13th March 2019