PRESENT: Cllr Paul Rochford (Chairman), Gary O’Leary, Roger Morris, Magda Atkins, Lizzer Bradbury, Jim Coppard, Christopher Maunder Taylor and Niki Gordon.
In attendance: Mr David McCabe, Head of Development for Tarmac and a colleague; Mr Peter Newson, resident of East End Green; ten members of the public; County Cllr Ken Crofton and the clerk, Tom Brindley.

106. (Agenda 1) APOLOGIES FOR ABSENCE
Members accepted apologies for absence from Cllr Haidy Blake.

107. (Agenda 2) DECLARATIONS OF INTEREST
Cllr Maunder Taylor indicated a non-pecuniary interest in item 13F.

108. (Agenda 3) CHAIRMAN’S ANNOUNCEMENTS:
   a. The chairman announced that following the meeting, members were asked to remain behind.
   b. Members agreed to bring forward item 12, “Car parking at the school” to after item 7.

109. (Agenda 4) PUBLIC PARTICIPATION:

109.1. Mr Peter Newson expressed thanks to the council and the Wednesday Volunteers for work at East End Green.

109.2. Mr Peter Newson advised the council that following a meeting with Hertfordshire County Council and the Environment Agency, the Water Hall Quarry receivers now have knowledge of the dreadful condition of the land.

109.3. A resident of Birch Green addressed the council. Concern was raised at anti-social behaviour caused by a particular resident, who had an excessive number of vehicles parked on verges. The clerk advised he had written to Network Homes (the property owner).

110. (Agenda 5) MINUTES
110.1. Minutes of full council meeting 8th January. Subject to the addition of the words, “Following a vote” to minute 101.1, the minutes were approved as a true record of the meeting and duly signed by the chairman.

111. (Agenda 6) MATTERS ARISING
111.1. (81.1) The letter regarding parking on the greens had been distributed to all residents with houses fronting village greens.

112. (Agenda 7) CO-OPTION OF COUNCILLOR
112.1. No applications received.

113. (Agenda 12) CAR PARKING AT THE SCHOOL
113.1. Cllr Atkins updated members on two alternatives: using land owned by the school on the junction of Birch Green and The Old Coach Road and a proposal from Tarmac for a car park on the north side of The Old Coach Road.

113.2. Cllr Atkins advised that land owned by the school could provide parking for 25 cars and a drop off point but would also require use of land in the ownership of Rochford Nurseries.

113.3. Mr David McCabe, Head of Development for Tarmac, addressed the council. Regarding a car-park sited on land north of The Old Coach Road, Tarmac could lead the planning process, or planning could be covered by a neighbourhood plan. Mr McCabe implied that Tarmac would seek a planning gain in the form of housing in order to fund the car park.
113.4. Members raised concerns that the land was green belt and not included in the East Herts Local Plan. As such, planning permission for housing would not be granted and planning permission for a car park was unlikely. Members also noted that a neighbourhood plan was at least four years away, and that use of land in the green belt would need to be in accordance with the East Herts Local Plan.

113.5. Mr McCabe advised members that it was against Tarmac policy to transfer any Panshanger Park land to a local authority but agreed it would be possible to sell at commercial rates.

113.6. Members suggested that the school should take ownership of the problem and indicated a favour for the land already in school ownership.

113.7. A member of the public questioned why the Tarmac scheme was for between 80 and 120 spaces and suggested this was excessive for school needs.

113.8. The chairman thanked Mr McCabe for his attendance.

114. (Agenda 8) VILLAGE GREENS

114.1. Greens Working Party
   a. Members RESOLVED to reinstate the Greens Working Party.
   b. Cllr Christopher Maunder Taylor was appointed as chairman of the working party.
   c. Cllrs Gary O’Leary, Niki Gordon, Jim Coppard and the clerk were appointed to the working party.
   d. The working party was asked to propose its Terms of Reference to be endorsed by council.
   e. The working party was empowered to co-opt non-councillors if deemed appropriate.
   f. It was noted that the working party had no other decision-making powers.

114.2. Land in front of 8 – 25 Letty Green
   a. Cllr Coppard advised he had been in contact with Hertfordshire County Council regarding correction of the mistaken registration of land in front of 8 – 25 Letty Green as Village Green and had sent some papers to the chairman and vice-chairman. Cllr Coppard advised he had a meeting with Hertfordshire County Council scheduled for 13th February.
   b. The chairman asked Cllr Coppard to send details of any meetings to the clerk.

114.3. Fixed plans of the greens
   a. The clerk had posted laminated plans of the greens on the notice boards as a preliminary measure.
   b. The clerk was obtaining quotes for more permanent signage.
   c. The clerk had contacted other parish councils regarding the signage they used.
   d. Members agreed to Cllr Rochford’s offer to erect No Parking signs on the greens.
   e. The matter of physical barriers to prevent parking on land designated as Village Green was referred to the Greens Working Party.

114.4. Cllr O’Leary had circulated advice from the Open Spaces Society on enforcement action. The matter of enforcement was referred to the Greens Working Party.

114.5. Members noted that a large tree in Deadfield Lane had been brought down in recent storms.
   a. Residents had cut the fallen tree so as to reinstate access. The tree had taken down a fibre broadband cable. Debris from the tree was present on parish council land.
   b. Cllr Maunder Taylor had established that the fallen tree was not on private land.
   c. The clerk was asked to advise highways and write to affected residents updating them on the situation.

115. (Agenda 9) PLANNING

115.1. The planning tracker was presented showing decisions up to 12th February 2020. No new decisions had been made.

115.2. Current applications.
   a. 3/20/0096/FUL, 3 Woolmers Lane. Members did not object but asked for a condition that a culvert be retained, as the road here was liable to flooding. It was also noted that an application for a Certificate of Lawful Development for a triple garage was paired with this application.
   b. 3/19/2634/VAR, Members made no comment.
115.3. Birchall Garden Suburb: Nothing to report.
115.4. Neighbourhood Plan:
   a. The Neighbourhood Plan Working Party was waiting on Cllr Rochford’s availability to hold its inaugural meeting.
115.5. East Herts Affordable Housing CPD.
   a. Power was delegated to Cllr Maunder Taylor and the clerk to respond.

116. (Agenda 10) FINANCE
116.1. Payments totalling £2,532 were noted.
116.2. Cllr O’Leary agreed to contact Nationwide to get the address and Key Contact changed to the clerk.

117. (Agenda 11) RISK MANAGEMENT
117.1. Greens risk management
   a. Members reviewed the last risk assessments and the risk protocol.
   b. Members assigned names to perform risk assessments, to be completed by the end of March:
      • East End Green: Cllr Atkins
      • Cole Green: Cllrs Rochford and Coppard
      • Birch Green: Cllrs Blake and Gordon
      • Letty Green: Cllrs Maunder Taylor and Bradbury
      • Staines Green: Cllr Morris

117.2. General risk management
   a. The clerk presented a revised risk management report in which each risk was scored for impact and probability, once mitigating measures were actioned. Members RESOLVED to adopt the risk report and noted there were no high-risk items.

118. (Agenda 13) WORK PROGRAMME
118.1. Notice boards: Members RESOLVED to purchase a new notice board for Letty Green. Notice boards for Cole Green, East End Green and Staines Green would be considered after feedback following the installation at Letty Green.
118.2. Play equipment. Cllr Atkins advised she would present a proposal to the March meeting for two new pieces of equipment: a ‘monkey bar run’ and a ‘pull-up bar’.
118.3. Birch Green hedges:
   a. Cllr Atkins and the clerk had surveyed the hedges in Birch Green.
   b. Members RESOLVED to advise residents of plans to remove the hedges on both sides of Birch Green and to plant hornbeam hedging, and birch trees along the west side only.
118.4. Cowper Arms to Letty Green hedge:
   a. The clerk had written to the landowner but had not received a reply. County highways had advised that they would not become involved, as long as the hedge did not impact on the road.
   b. Members RESOLVED not to pursue this matter.
118.5. Maitland Wood fence. Cllr Rochford confirmed he would undertake the works.
118.6. Arboricultural survey:
   a. The survey from Open Spaces Ltd had been received and circulated.
   b. Members RESOLVED that the clerk should arrange for priority 1 work to be completed immediately.
   c. Cllr Rochford agreed to review the priority 2 and 3 work prior to requests for tenders.
118.7. Staines Green ditches: The clerk had asked Coopers to clear the ditches and inspect the footbridge to number 2 Staines Green for structural damage.
118.8. East End Green Wood – Wednesday Volunteers: The Wednesday Volunteers had cleared the path to East End Green Wood. The clerk was asked to write a letter of gratitude.
119. (Agenda 14) STANDING ITEMS

119.1. Highways:
   a. Obscured bridge signs. Ringway had reported that all necessary works had been completed.
   b. All other reports of highways issues had been returned as no work required. The clerk was asked to escalate these matters through County Councillor Crofton.
   c. Missing street sign: Chapel Lane. East Herts District Council was waiting until the adjacent building works were completed, as the builders may reinstate the sign themselves.

119.2. Quarries and Waste Facilities: It was reported that B P Mitchell Ltd had taken over the inert landfill site in Cole Green Lane previously operated by Tarmac.

119.3. Panshanger Park: The clerk had attended a meeting of the Panshanger Liaison Group.
   a. Tarmac had formally announced it was no longer the permit holders for importing and disposal of inert waste and that the permit was now held by B P Mitchell Ltd.
   b. The clerk had suggested that B P Mitchell Ltd was invited to send a representative to future liaison group meetings, but this had not been adopted by the group.
   c. Members RESOLVED to formally ask the Panshanger Liaison Group to invite B P Mitchell Ltd to send a representative to future meetings.
   d. The clerk presented the proposal by Tarmac for a new car park accessed from Panshanger Lane. This new car park would include a turning circle for coaches and could also include a bus stop. Tarmac also planned a toilet block and a café, to be run on commercial lines. The car park would be chargeable using ANPR technology. The liaison group had suggested that the car park needed to include a substantial number of electric charging points and that spaces needed to wide enough for modern vehicles.
   e. Tarmac confirmed that profits from the car park and associated activities would be reinvested in the park.
   f. Tarmac had been asked about a third car park off the Hertford Road at North Lodge and said it had no plans for this. Tarmac was considering a car park at Birch Green, but not in the immediate future.
   g. Orangery. Tarmac advised that there had been vandalism at the orangery and that a more substantial fence was to be erected. Tarmac stated that restoration of the orangery would be linked to its commercial potential.
   h. Asked about the long-term governance of the park, Tarmac advised it had no plans to transfer the ownership to a public body, but that it would continue to be managed by Tarmac, with the county council and Herts and Middlesex Wildlife trust.

119.4. B&T Motors: Nothing to report.

120. (Agenda 15) ANNUAL PARISH MEETING

   Members RESOLVED to set the date for the Annual Parish Meeting as 8th April. The meeting would be held prior to the normal April council meeting. The agenda will be restricted to statutory items plus any other items at the chairman’s discretion.

121. (Agenda 16) ITEMS FOR FUTURE AGENDA

   121.1. None

The meeting closed at 21:55.

Chairman _________________________________ Dated

NEXT MEETING: The next meeting will be held on March 11th 2020 at Hertingfordbury Cowper JMI School, Birch Green commencing 19:00.
# HERTINGFORDBURY PARISH COUNCIL

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| Total | 2,885.29 | 2,531.95 | 353.34 | 1,713.00 | 56.09 | 762.86 | 0.00 | 0.00 |

* = Approved  
+ = Already paid

**Powers:**

1. Grass cutting: Open Spaces Act 1906 s.10  
3. HAPTC membership: LGA 1972 s.143  
4. Audit, Insurance, Training: LGA 1972 s.111  
5. Salary/expenses: LGA 1972 s.112(2)  
6. Other, Localism Act 2011  
7. S137: LGA 1972 s137