

STANDON PARISH COUNCIL

Minutes of the meeting of Standon Parish Council held on Tuesday 23rd June 2009 at 8.00pm at the Community Centre.

Present: Councillors G.D.Cowell, Mrs J.A.Dearman, K.Goodsell, W.C.Marks, Ms E.Painter and R.M.Stacey.

Officer: Mrs J Jones (Locum Clerk).

Also present: 1 member of the public, District Councillor D.Andrews and County Councillor Mrs J.Pitman.

APOLOGIES FOR ABSENCE

Apologies were received from the Clerk and Councillors Acford, Lang and Mrs Wilkinson.

DECLARATIONS OF INTEREST

No declarations received.

CHAIRMAN'S ANNOUNCEMENTS

The Chairman reported that the Notice of Vacancy was displayed on the 22nd June, the deadline for response is the 14th July.

The Chairman passed two maps of common land to Councillor Painter.

PARISHIONERS COMMENTS

Mr Michael Marshall - Town Farm Crescent.

Reported that he had managed to prevent Herts Highways from cutting down two trees in the crescent. Reasons given for undertaking the tree felling were inconclusive, Highways are now unclear of ownership of the land and are investigating. The trees were originally planted by the Parish Council. The Chairman stated that this would be discussed later in the meeting.

PCSO'S REPORT

Things are fairly quiet with the exception of some vehicle damage in Puckeridge High Street.

It is planned to hold beat surgeries in different areas, Standon High Street and the Allotments.

A traffic week is planned in Bishop's Stortford and the Buntingford area, the A120 will have something happening during this time, possibly enforcement.

MINUTES OF THE LAST MEETING HELD ON 26TH MAY 2009.

Page 8 - Noted that Simon Drinkwater be asked to attend the next meeting of the Planning Committee and all other Councillors be invited to attend.

Resolved

That the minutes are a true record with the above amendment and the Chairman was authorised to sign them.

MATTERS ARISING

1. Grass cutting now undertaken
2. Letter to Simon Drinkwater only included date of next Parish Council meeting. The Chairman agreed to speak with Simon Drinkwater.

It was unanimously agreed to move agenda item 15 forward.

STANDING ORDERS

An additional amendment was added - Item 4 *A working group may include persons who are not members of the Council.*

Following a proposal from the Chair it was

RESOLVED

That the revised Standing Orders including the above amendment be adopted.

PLANNING MATTERS

1. Current Applications.
No applications.
2. To receive Minutes of Meeting held on 9th June 2009
Resolved That the Minutes be received.
3. 20, Park Lane, to discuss obstruction of water course.
Noted that the Environment Agency do not consider the tree to be a blockage. It will be attended to as part of the annual maintenance in the next two to three weeks.

HIGHWAYS MATTERS

1. To receive the Minutes of the Highways meeting held on 11th June 2009.
Resolved That the Minutes be received.
2. Issues for next meeting.
 - a. Trees in Town Farm Crescent. The Chairman reported that he spoke with Highways, they claim that a residents drainage report claimed the trees were blocking the pipes. There is now a question of who owns the land. Concern was expressed that Highways had originally intended to fell the trees on little evidence.
 - b. Aggressive northbound driving of large vehicles collecting children from school. The PCSO agreed to try to be present at school leaving time more often.
 - c. Clerk to acknowledge letter from Huntsman Gate Management Committee.
 - d. Re-filling of salt bins.

COMMUNITY CENTRE

1. To receive the Minutes of the Community Centre Management Committee held on 3rd June 2009.
Resolved That the Minutes be accepted.
Noted that the meeting was on the 3rd of June not 4th June as minuted.
2. Consideration of replacement windows.
The Chairman thanked the Management Committee for making enquiries.
Windows to be replaced in the William Davies Hall and the faulty windows in the Fordham Hall to be repaired.
Noted that the revised Standing Orders only require one quotation.
Noted that the contractor has agreed to attend to the security doors within the price quoted.
The Chairman reported that there is a balance of approximately £4,500 not returned to the PWLB, this process is underway but the funds still sit in the Parish Council accounts. Part of the original loan request included replacement windows. The Management Committee has offered to fund the windows which could be repaid by the Parish Council next year. As the Parish Council has the PWLB funds, they could be used.
Concerns were expressed that only one quotation was available.
Following a proposal from Cllr. Ms Painter, seconded by Cllr Goodsell it was
Resolved That a second quotation is sought.

Proposed from the Chair it was
Resolved that the remaining PWLB funds be used to fund the replacement windows in the Community Centre.

3. Parish Council's hire of facilities.
The Chairman reported that there had been a general feeling that although the Parish Council own the building, by using the facilities for meetings a cost for services is incurred.
Following a proposal from the Chair it was
Resolved
That an annual fee of £125 is paid for the use of the Centre for meetings, meeting rooms may vary.
The Chairman agreed to clarify when this agreement comes into force.

PLAYING FIELDS

1. Erection of 'No Entry' signs.
Noted that white lining has now been undertaken. It is anticipated that the No Entry signs will cost in the region of £400 including installation.
It was agreed that the Chairman will obtain a firm quotation for the next meeting and the situation will be monitored now that the white lines are in place to see if they are effective.
2. To receive inspection report dated 6th May 2009.
It was agreed to ask the Clerk to clarify items highlighted on the report. It was agreed to ask Broadmead Leisure to also list items that are not Health and Safety issues but need tidying.
3. To consider commissioning an annual playground safety inspection.
It was agreed to add the consideration of the various reports that are already undertaken to a future agenda.
It was **Resolved That EHDC inspection is undertaken at a cost of £48.**
As the deadline is near Councillor Mrs Dearman agreed to contact EHDC.

FINANCE COMMITTEE

1. To receive the Minutes of the Meeting held on 4th June 2009.
Resolved That the Minutes be received.
2. Financial Risk Assessment
Resolved That the Financial Risk Assessment be approved.
3. Financial Regulations.
Resolved That the Financial Regulations be approved.
4. Financial Accounts 2008/2009
Resolved That the Financial Accounts for the year ending 31.3.2009 be approved.
5. Annual Governance Statement
Resolved That the Annual Governance Statement be approved and the Chairman authorised to sign it.

ALLOTMENTS

1. Update on Allotment matters.
In the absence of Councillor Mrs Wilkinson, there was no report.
2. Purchase of new equipment

All parish notice boards are being reviewed, therefore the request for an allotment notice board will be added to the report.

PARISH PLAN - WAY FORWARD

Noted that there is more funding and credibility for parishes that have a Parish Plan. **Resolved To investigate the possible cost of a management company facilitating a Parish Plan and to contact other parishes that have already undertaken the process of producing a plan.**

LITTER AGENCY

1. To review payment to Mrs Denise Sallows.
Letter received stating that original agreement was to empty 14 bins when in fact there are 26. Noted the possibility of asking East Herts DC to increase the Service Level Agreement fee. It was agreed that Councillor Goodsell will liaise with the Clerk to produce a comprehensive list of litter bins and locations.

2. Volunteer Litter Pickers

It was noted that although volunteers, a payment should be offered. Further noted that there is a third volunteer. Agreed that the Clerk should contact all three volunteers.

PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

RESOLVED That the payment schedule be approved and the Financial Statement be noted.

ITEMS FOR FUTURE AGENDAS

1. Transitional period for the Commons Act 2006 in Hertfordshire.
2. Changes to Refuse and Re-cycling Services. Agreed the Chairman will speak with East Herts to change the planned presentation to July. Councillor Andrews stated that he recommended that the presentation is seen as soon as possible to facilitate clear clarification of the proposals.
3. Planning Seminar.
4. Parish Plan
5. Allotment update.
6. Playground Safety Inspection process.

CONFIRMATION OF DATES OF NEXT MEETINGS.

1. Planning Committee - 14th July 2009
2. Parish Council meeting - 28th July 2009
3. Highways Meeting - 10th July 2009 9.30am

Meeting closed 9.00pm.