

STANDON PARISH COUNCIL

MINUTES of the Annual Parish Council meeting held on Tuesday, 26 May 2009, at 8.10 pm at the Community Centre.

*Cllr M Acford
Cllr Mrs A Attard-Butler
*Cllr G D Cowell
*Cllr Mrs J A Dearman
*Cllr K Goodsell

*Cllr A Lang
*Cllr W C Marks
Cllr Ms E Painter
*Cllr R M Stacey
*Cllr Mrs M Wilkinson

* denotes present.

In attendance: 10 members of the public
PCSO Stephen Whittaker
Cllr Mrs J Pitman (HCC)

ELECTION OF CHAIRMAN

RESOLVED that Cllr Stacey be duly elected to serve as Chairman of the Council for the ensuing civic year.

DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Stacey duly signed his declaration of acceptance of office.

APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Ms Painter.

The Chairman informed members that Cllr Mrs Attard-Butler had tendered her resignation from the Parish Council and steps would now be taken to fill the vacant position. The Chairman expressed his gratitude to Mrs Attard-Butler for her service to the Parish Council.

ELECTION OF VICE CHAIRMAN

RESOLVED that Cllr Cowell be duly elected to serve as Vice Chairman of the Council for the ensuing civic year.

DECLARATIONS OF INTEREST

Cllr Acford Personal Community Centre – husband of Chairman of the Management Committee

ELECTIONS – ROLES AND DUTIES

- RESOLVED: (i) that the duties of Councillors be as those set out on the attached statement (see Appendix A).
- (ii) that the Clerk's Working Party be disbanded.
- (iii) that the terms of reference be determined by each Committee/ Representative Body.

CHAIRMAN'S ANNOUNCEMENTS

None.

PARISHIONERS' COMMENTS

1. Waiting Restriction – Puckeridge High Street

A request was received for the Parish Council to request the Hertfordshire County Council to re-advertise the current 'No waiting restriction order' to 'No stopping and waiting order' to address the indiscriminate parking and lack of enforcement in the vicinity of video shop.

The Chairman confirmed that this matter had been raised at the last Police Locality meeting. PCSO Stephen Whittaker confirmed that he had spoken to the traffic warden and he was actively involved in moving on offending motorists whilst accepting that he had no power of enforcement.

2. Puckeridge Street Names

Members were reminded of the Scouts offer to plant bulbs at the base of the signs.

3. Football Club – Railings

Attention was drawn to the lack of grass cutting around the perimeter railings.

4. 'No Entry' sign – Bowls Club

Concern was raised regarding the danger posed to children from the lack of 'no entry' markings or signs opposite to the Bowls Club entrance.

5. PCSO Report

(i) Obstructive Parking in Puckeridge High Street

There had been a marked improvement since the issuing of letters to the offending motorists and efforts would continue to alleviate the problem.

6. Dogs

Observation of dog owners had established that there were no problems with the removal of dog faeces in Burrs Meadow. There were ongoing issues in general.

6. Beat Surgery

To note that a Beat Surgery was scheduled to take place at Colliers End and Wellpond Green in June 2009.

(iv) Crime Figures

To note that since 1 April 2009 there had been a 21.5% reduction in overall crime and a 4% increase in detection.

6. Civic Service

A question was raised as to whether the Chairman was intending to hold a Civic Service this year. The Chairman stated that he would give consideration to holding a service towards the end of the Civic Year.

MINUTES OF THE LAST MEETING HELD ON 28 APRIL 2009

Playing Field – Provision of Signage (page 7), paragraph 2, penultimate line:

Delete: Cllr Mrs Dearman

Insert: Cllr Marks

Having given effect to the above amendment the Minutes were confirmed as a correct record of the proceedings and were signed by the Chairman.

MATTERS ARISING

1. New PCSO Stephen Whittaker

A reference was made to the Minutes which stated that PCSO Stephen Whittaker was the Parish Council's first point of contact. A request was made for the public to be made aware of his contact details.

2. Vehicular Damage

Cllr Marks raised the issue of vehicular damage which had occurred in Batchelors.

3. Bus Shelter – Colliers End

The Clerk confirmed that the Herts County Council would be prepared to fund 50% of the cost of a bus shelter. However, members felt that as there had been no budgetary provision the matter be considered at the 2010/2011 precept meeting.

4. Play Equipment – Command Cargo Net Frame

Cllr Marks stated that the problem was not to provide a visual protection to the end columns of the frame. It was to provide protection at a point on the frame between the upright poles next to the rope ladder. It was stated that no mention had been made on the inspection reports by East Herts, Broadmead Leisure or Zurich Insurance. Notwithstanding this, it was agreed that this matter to be investigated in the interests of safety to the children.

PLANNING

1. Minutes of the Planning Committee held on 12 May 2009

With regard to application 3/09/0551, Cllr Mrs Wilkinson referred to a comment made that a hedge would have been preferred to a boundary wall.

Note: A general remark was made that in future comments/objections on all planning applications be minuted.

RESOLVED that the Minutes of the Planning Committee held on 12 May 2009 be received.

2. Planning Applications

(i) No objections raised on the following planning applications:

3/09/0659/FP Erection of one and a half storey glazed front extension with two dormer windows and two storey rear extension at Wickham Hill Farm Nursery, Wickham Hill, Braughing.

3/09/0697/FP New front porch at 1 Orchard Drive, Standon.

3/09/0679/FP Demolition of existing garage block and car port and erection of garage and playroom with study at first floor at Stanmore, Wellpond Green.

(ii) Objections raised on the following planning application:

3/09/0694/FP Erection of a single dwelling, garage and provision of vehicular access at Old Slaughterhouse Site, Colliers End.

Reason: (i) Outside the village envelope where there is a presumption against development.

(ii) Inappropriate development contrary to policy laid down In the East Herts Local Plan.

(iii) Might contravene an agricultural restriction.

(iii) Planning permission granted by East Herts Council in respect of the following:

3/09/0427/FP Single storey porch extension and garage conversion at 24 Tollsworth Way, Puckeridge.

3. East Herts Call for Sites

Correspondence received from East Herts Council stated that it was a requirement of Housing Policy (PPS3) for all local planning authorities to undertake assessments to look at future land availability, including the various land uses necessary to meet future residential, leisure and commercial needs – “Call for sites”. The Council was now seeking suggestions from various bodies, including Parish Councils, for all types and sizes of land use and development over the next 15 to 20 years. The call for sites was part of the Local Development Framework and separate from the planning application process.

Cllr Cowell stated that the Parish Council had discussed a similar document over a year ago and he felt that a consistent response should be made.

RESOLVED that the matter be referred to the next meeting of the Planning Committee.

PARISH PATHS PARTNERSHIP

1. Minutes of Standon P3 Meeting held on 8 April 2009

RESOLVED that the Minutes of the Standon P3 meeting held on 8 April 2009 be received. (See Appendix B)

Note: Cllr Mrs Wilkinson stated that she had been present at the meeting. The Chairman stated that the Council was merely receiving the Minutes and any amendment should be raised at the next meeting of the Parish Paths Partnership.

Standing Orders were suspended.

2. Dangerous Structure

A reference was made to a matter which had been raised at this meeting concerning a dangerous structure at the Playing Field with a request that the Council contact the person who undertook the risk assessment to ensure that they were professionally covered by insurance. The Chairman confirmed that three inspections had been undertaken, one of which was by East Herts who inspected all play equipment in the District.

Standing Orders were reinstated.

COMMUNITY CENTRE

1. Minutes of the Community Centre Management Committee – 8 April 2009

RESOLVED that the Minutes of the meeting held on 8 April 2009 be received. (See Appendix C)

2. Provision of Grill

RESOLVED that the outcome of the re-submitted planning application be awaited before any action was taken on this matter.

PLAYING FIELD

A request had been received for a 'no entry' sign to be erected at the exit point fronting the Bowls Pavilion.

Cllr Acford felt that with the growing popularity of the Community Centre it was imperative that action should be taken and, in the first instance, 'no entry' signs should be painted on the surface of the car park with appropriately sited directional arrows.

With regard to the erection of a 'no entry' sign it was agreed to ascertain the costs and for the matter to be discussed at the next meeting.

Cllr Marks referred to Minute 5, page 3899, of the Minutes of the Parish Council meeting held on 24 June 2008 and to the request by the Football Club for the railings surrounding the football pitch to remain in-situ for the duration of the playing season. The railings should, therefore, be removed.

Cllr Acford referred to the grass cutting of the Playing Field and he congratulated Martin Sallows on an excellent job.

ALLOTMENTS

1. Minutes of Allotment Meeting held on 15 May 2009

RESOLVED that the Minutes be received.

2. Amendment to Clause (d) of the Tenancy Agreement

Members were reminded of the above clause and to the discussions which had taken place at the Allotment Committee meeting held on 15 May 2009.

Clause (d): "No dogs shall be brought into or kept in the area of the allotments by the tenant or by anyone acting with his authority or approval."

RESOLVED that the clause be deleted from future tenancy agreements and a letter be forwarded to all allotment holders notifying them of the Council's decision.

3. Clause (c) of Tenancy Agreement

Members were reminded of the above clause which stated as follows:

Clause (c): “No livestock or poultry of any kind shall be kept upon the Allotment Gardens other than reasonable numbers of hens or rabbits for the Tenant’s own domestic consumption.”

The Clerk informed members that a letter had been received from John Harris, Clerk of the Standon Charities, confirming that the Trustees had no problem with the wording of the tenancy agreement.

RESOLVED that this be added to the letter as referred to under item 2.

4. Remuneration of Mr Brian Durrant

In recognition of the work undertaken by Mr Durrant it was RESOLVED that a one-off payment of £100 be approved and any future remuneration to be the subject of an annual review.

HIGHWAYS MATTERS

1. Minutes of Highways Meeting held on 12 May 2009

RESOLVED that the Minutes of the Highways Meeting held on 12 May 2009 be received.

Note: The Chairman informed members that the list of items referred to in the above Minutes would be reference to the date that the item had first been raised with a regular update on its progress.

The Chairman stated that new lighting columns were currently being erected at Fordham’s Corner.

2. Parish Councillor responsibilities for various roads

Cllr Lang stated that he would undertake responsibility for highways matters encompassing Puckeridge High Street to the A10 roundabout (north).

The Chairman asked members to monitor their own areas.

PARISH PLAN

Members recognised, as did the County and District Councils, the importance of producing a Parish Plan which would represent the strengths, feelings, visions and aspirations of the Parish. There was now an urgency in moving the matter forward.

Both Cllrs Goodsell and Lang indicated that they were interested in pursuing the matter and to being actively involved in a User Group. Suggestions would be required from the A120 Group on highways issues and the availability of grants to undertake the work should be investigated.

NOTICE BOARDS

The Chairman stated that he was still to compile a report on this matter which he would do at the earliest opportunity. The Clerk informed members that the cost of providing a notice board was in the region of £700.

Cllr Acford felt that to provide replacement/new notice boards would be very expensive and that the Parish Council had made no provision in its current budget. Consequently, the matter should be referred to the 2010/2011 precept meeting. In the meantime the possibility of obtaining grant aid partnership funding with PPP should be explored.

RESOLVED that no action be taken in the current financial year.

STANDING ORDERS

- RESOLVED: (i) that the Minutes of the Standing Orders Working Party meeting be received.
- (ii) that the recommendation be deferred for consideration at the next meeting of the Parish Council. The Clerk to circulate all members with a copy of the current Standing Orders.

EAST HERTS COUNCIL – PLANNING SEMINAR

Members were reminded of the offer by Mr Simon Drinkwater, Solicitor, East Herts Council, to attend a meeting to address any planning issues raised by members. Cllr Cowell stated that he would like to know what comments were expected from the Parish Council and to be given an overview of the overall framework of the Local Development Plan with particular reference to the Parish of Standon. Cllr Marks stated that members also needed to be aware of the Planning Code of Conduct.

RESOLVED that the matter be referred to the next meeting of the Planning Committee to formulate the topics for discussions and that arrangements be made for Mr Drinkwater to attend the July meeting of the Planning Committee.

PAYMENT OF ACCOUNTS AND FINANCIAL STATEMENT

1. Payment of Accounts

RESOLVED that the accounts as set out on the attached statement be duly authorised for payment. (See Appendix D)

A query was raised by Cllr Acford as to the payment of cheque 1340. Cllr Acford, having been informed by the Chairman that all rents were paid into the Parish Council account, was satisfied with the expenditure incurred

The Clerk confirmed that he was yet to write to the Management Committee requesting the free use of the Community Centre.

2. Financial Statement

RESOLVED that the contents of the statement be received. (See Appendix E)

ITEMS FOR FUTURE AGENDA

1. Parish Council Meeting Agenda

- (i) Purchase of new equipment (Allotments) – (Cllr Mrs Wilkinson).
- (ii) 20 Park Lane – Obstruction of water course – (Cllr Marks).
- (iii) Community Centre – ‘No entry’ sign to be erected at car park exit point fronting the Bowls Pavilion.
- (iv) Standing Orders – Adoption.

2. Planning Committee

- (i) East Herts Call for Sites.
- (ii) Planning Seminar – topics for discussion.

DATES OF NEXT MEETINGS

- 1. Finance Committee – 4 June 2009 – 8.00 pm
- 2. Planning Committee – 9 June 2009 – 7.30 pm
- 3. Highways Meeting – 11 June 2009 – 9.00 am (Confirm with Mr Yucelt)
- 4. Parish Council Meeting – 23 June 2009 – 7.30 pm

There being no further business the meeting closed at 9.20 pm.