



STANDON PARISH COUNCIL

Minutes of the Annual Meeting held on Tuesday, 17th May 2011 in the Community Centre, Station Road, Puckeridge at 8.15pm

PRESENT: Councillors: Richard Stacey (Chair), Mrs Ruth Arikans, Graham Cowell, Ken Goodsell, Ben Harris-Quinney, Alex Lang, Colin Marks, Mrs Mary Wilkinson.

Clerk: Belinda Irons

PUBLIC: 10

Sgt Wallace, PCSO Whittaker. PCSO ? Constable ?

11.123 Election of Chairman:

PROPOSAL: 'That Richard Stacey be elected as Chairman'. PROPOSED: Cllr Cowell, seconded Cllr Marks. AGREED AND RESOLVED UNANIMOUSLY.

11.124 Chairman's signing of Declaration of Acceptance of Office: Cllr Stacey signed the required documentation at the meeting.

11.125 Councillor apologies for absence: Cllr Acford

11.126 Other Councillor absences: none

11.127 Declaration of Members' Interests (prejudicial/personal):

Cllr Stacey: Herts County Council: Employee of Highways: personal interest
Colliers End Village Hall: prejudicial interest
Fair Trade: personal interest
Cllr Lang: Herts County & Stevenage Fair Trade: personal
Cllr Mrs Arikans: Allotment holder

11.128 Minutes of Previous Parish Council Meeting: 26th April 2011:

The minutes of the meeting held on the 26th April 2011 were emailed to Councillors prior to the meeting for comment. Two amendments were recorded at the meeting. Cllr Marks noted item 11.101 that Cllr Lang wrote to Ms York regarding the Puckeridge pharmacy, and Cllr Mrs Arikans noted that the date of the Community Centre Meeting should be the 18th May.

PROPOSAL: 'That, subject to the above amendments, the minutes be agreed as a true and correct record of the meeting'. PROPOSED: Cllr Goodsell, seconded Cllr Lang. AGREED AND RESOLVED UNANIMOUSLY.

11.129 Parish Council Elections: Vacancies & Co-Option of Members
There is currently a vacancy for the Puckeridge Ward.

Cllr Acford, has agreed to be co-opted to the Colliers End Ward.

PROPOSAL: 'That Cllr Mark Acford be co-opted to fill the vacancy at Colliers End ward'. PROPOSED: Cllr Stacey, seconded Cllr Cowell. AGREED AND RESOLVED UNANIMOUSLY.

11.130 Election of Committee Members and Portfolio Holders:

Vice-Chairman: Cllr Mrs Arikans agreed to Vice-Chairman position.

PROPOSAL: 'That Cllr Mrs Ruth Arikans be elected as Vice-Chairman'. PROPOSED: Cllr Stacey as Chairman. AGREED AND RESOLVED UNANIMOUSLY.

The Chairman offered a vote of thanks to Cllr Cowell for his term as Vice-Chairman.

Councillors had discussed Portfolio Holders and Committee Membership via email before the meeting and had agreed the following:

- Planning: Portfolio Holder: Cllr Mrs Mary Wilkinson
Committee: Cllr Mrs Wilkinson, Cllr Cowell, Cllr Harris-Quinney,
Cllr Arikans, Cllr Marks
- Finance and Contracts: Portfolio Holder: Cllr Acford
Committee: Cllr Acford, Cllr Cowell, Cllr Harris Quinney, Cllr Lang,
Cllr Marks
- Parish Buildings: Portfolio Holder: Cllr Goodsell
Representatives: Cllr Goodsell, Cllr Stacey, Cllr Lang
- Media & Communications: Portfolio: Cllr Stacey
- Parks and Play Equipment: Portfolio Holder: Cllr Marks
Working Group:
- Highways and Transport: Portfolio Holder: Cllr Lang
Working Group: Cllr Lang, Cllr Marks, TBA, Mr David Bell – member
of public
- Allotments: Working Group: Cllr Mrs Wilkinson, Cllr Harris-Quinney, Cllr Acford
(reserve only), Mr Durrant – Allotment Manager, 3 x Allotment
Holders, 3 x Residents.
- Human Resources: Portfolio Holder: Cllr Mrs Arikans
Committee: Cllr Mrs Arikans, Cllr Stacey, Cllr Cowell, Cllr Goodsell
- Policing and Emergency Planning: Cllr Harris-Quinney
Police Locality Representatives: Cllr Harris-Quinney, Cllr Marks
- Education & Families: TBA: co-opted Member
- Parish Paths Partnership (P3) & Common Land: Portfolio: Cllr Cowell
Representatives: Cllr Cowell, Cllr Mrs Wilkinson
- Parish Plan: Working Group: Cllr Lang (Chairman), Cllr Goodsell, Cllr Mrs Arikans
Michael Marshall (Public)
- Standon Charities: Representative: Cllr Acford
- Standon A120: Cllr Mrs Arikans, Cllr Marks

11.131 Councillors signing of Declaration of Acceptance of Office:

Councillors present signed the required documentation for the clerk to retain a copy and send the original to East Herts District Council.

11.132 Urgent matters not listed anywhere else on the agenda (for inclusion on the next agenda for full discussion) Planning; Tennis Club; Correspondence: to be discussed at the appropriate point in the agenda.

11.133 PCSO Report:

PCSO Whittaker reported that the crime statistics were the same over the past two years. The OWL reports had a reduction from 64% last year to 57% this year. The A120 speed initiative had found that 2% of traffic was travelling over 36mph. This is no longer a priority for the Locality Panel. The new priority is inappropriate parking. The Police will be working with EHDC and the Wardens to ensure that parking restrictions are adhered to on yellow and zig zag lines.

Sgt Wallace reported that there is concern that Herts Constabulary has to reduce its budget by £35.9m which is 20% of the total. Buntingford Station was not to be sold as it has a strategic position in a large rural area. There is a commitment to retain neighbourhood policing levels for the forthcoming two years, and this will be part funded by EHDC and Housing Associations. The new Chief Constable is Andy Bliss, from Essex Constabulary

Meeting suspended for

Adjournment for Public Discussion: limited to 15 minutes

Thanks to Parish Council: A parishioner offered his thanks to the Councillors who have served for the past year. He commented that parishioners did not realise the quantity of work undertaken by the Parish Council.

Highways Waiting Restrictions: Enforcing waiting restrictions was extremely difficult as an offender had to be monitored across time before the regulations could be enforced. It was suggested that the Parish Council press Herts County Council to amend the waiting restrictions to stopping and waiting. This would enable an immediate resolution to inappropriate parking.

War Memorial: the brass plaque has been removed but the oak surround is still in situ and should also be removed as it is an integral part of the memorial.

Land at the junction of South Road and Station Road: due consideration was requested to be given to the suggestion that Circle Anglia be approached to formally dedicate the land to Herts County Council. This would enable the Parish Council to tidy the area but put the trees into the ownership of county Council.

7 Fishers Mead: Planning application: a comment was received that this was an inappropriate development for the size of the plot, and would cause shadowing on neighbouring properties.

Meeting resumed

11.134 Chairman's Announcements: none were received.

11.135 Planning:
Minutes of the Planning Sub-Committee meeting:

There were no planning applications for consideration therefore the meeting did not take place.

Planning Applications

3/11/0503/FP Planning application	7 Cannons Court, Puckeridge Front porch and kitchen extension: <i>no objection</i>
3/11/0714/FP Planning application	7 Fishers Mead, Puckeridge 2 storey side and rear extensions, single storey rear extension: <i>Overdevelopment of the site: OBJECTION: Clerk to write to EHDC</i>
3/11/0754/FP Planning application	12 South Road, Puckeridge Single storey front extension: <i>no objection</i>
3/11/075/LB Listed building application	The Old Farmhouse, St Edmunds College Conversion to Estate Manager's Office: various internal and external alterations: <i>No objection</i>
3/11/0714/FP Planning application	Hazelwood, Bromley Lane, Wellpond Green 2 storey gym building, therapy area, planting <i>following a vote by Councillors, there was no objection</i>

Planning Decisions

3/11/0435/CL Certificate of Lawful Use application: approved	The Powder House, Barwick Lane Use of garage as dwelling
3/11/0535/MA Minor Amendment: Approved	1 St Johns, Puckeridge 2400mm wide window to front first floor side (see 3/10/2132/FP)
3/11/0587/FP Decision awaited	1 Town Farm Crescent, Standon Single storey front/side extension
3/11/0665/FP Decision awaited	Bromley House, Bromley Lane, Wellpond Green Single storey rear extension: <i>objection</i>

Conservation Area

Satellite dish erected High Street, Standon:

The clerk had received information from EHDC that a satellite dish could not be erected on the front elevation or the chimney of a property situated in a conservation area, or on an elevation which could be seen from the road in a conservation area. There are currently two such dishes in Standon High Street. The clerk will progress with EHDC.

CLERK TO ACTION

St Edmunds College

Diversion of footpath: noted.

11.136 Finance: Itemised Payments will be shown on a separate Appendix

Finance Summary:	Balance Brought Forward:	£72,703.10
	Plus Income	£0.00
	Less Payments	£3,341.81
(less Ring Fenced: Community Led Plan Play Equipment	£473.05 £1,450.00	£1,923.05
	Total available to Council	£67,438.24

The clerk reported that a previous cheque had not been received by Veolia, and had to be reissued. Cllr Mrs Wilkinson requested the cheque be stopped. The clerk explained that the cost of stopping the cheque was nearly as much as the cheque itself, and that Veolia would credit the Parish Council account if it was subsequently discovered.

PROPOSAL: *That the original cheque to Veolia for allotment water supply not be cancelled*. PROPOSED: Cllr Lang, seconded Cllr Goodsell. AGREED SEVEN TO ONE.

Finance Committee: no meeting has taken place recently.

Bank Signatories: bank accounts: update:
Councillors and the clerk have attended the bank and the changes have been duly made. The clerk will be instructed to make payment as and when required to do so.

11.137 Puckeridge Chapel: Update:
The war memorial has been removed, but the oak surround still remains. The Chairman will endeavour to have this done as soon as practical.

11.138 Highways Issues:
Minutes of the Highways Meeting: 2011:
Minutes were circulated after the last meeting. Items for the next meeting included the Cambridge Road vegetation overgrowth, clarification of the Cambridge Road Traffic Regulations, Tree Preservation Order, sign opposite Westwoods, 30mph sign obscured by vegetation, Wellpond Green light.
Service level from HCC: Discussion:
Many items on the Highways list take a unacceptably long time to be resolved.
South Road/Station Road junction: Tree Preservation Order: no update available
Circle Anglia: the clerk has made contact
HCC: Closure: Cambridge Road, Puckeridge
9.30am – 4.30pm for 5 days
between 30.5.2011 & 3.6.2011

11.139 Community Centre:
Minutes of the meeting: awaited.
The Parish Council representatives are Cllrs Stacey, Lang and Goodsell

11.140 Standon Village Hall:
Minutes of the Standon Village Hall Committee: awaited.
The Parish Council representatives are Cllrs Stacey, Lang and Goodsell
Additional information has been requested regarding the replacement of tables and chairs from the clerk. **CLERK TO ACTION**

11.141 Playing Field and Playground:
Cricket Square: update: ongoing:
the clerk has been in correspondence with Mr Little who has advised that a contractor will be attending to make good.
Playground Inspection: update:
Cllrs Stacey and Acford and the clerk met with the contractor to inspect the equipment and discuss options.

Swing Bridge : urgent repairs were required until Monday, 16th May when the swing bridge was turned over onto its side by persons unknown. At the meeting with the contractor, it

had been agreed to seek Parish Council agreement for removal of the swing bridge, using any good materials to repair other pieces of equipment. Councillors discussed the possibility of replacing the swing bridge with a roundabout, possibly one with disabled access.

PROPOSAL: 'That the swing bridge be removed as soon as possible by the contractor and all good materials to be salvaged and used to repair other play equipment in the park'.

PROPOSED: Cllr Stacey Chairman. AGREED AND RESOLVED UNANIMOUSLY.

Play Equipment Replacement Programme: The zip wire has been identified as being close to the end of its useful life and in need of replacement. Cllr Stacey suggested organising a community day when the roundabout is replaced to repaint or wood treat the existing equipment.

Youth Football Club: discussion:

Correspondence had been received from Mr Persico and the Football Club which was contradictory in nature. However, following the Community Centre meeting and a subsequent email from the Football Club, it was made clear to the Parish Council that the Football Club did not want Mr Persico's Youth Football Club to be affiliated to their Club. As this is a requirement for granting Mr Persico use of the field, Mr Persico will not be granted permission.

CLERK TO ACTION

Dog Fouling: signage update

11.142 Allotments: Update :

Due to insurance requirements, the rabbit cull is to be undertaken by Mr Alan Thrower of Essex Pest Control, and commenced on Monday, 16th May. The Chairman and the clerk distributed letters to nearby residents advising of this on Saturday, 14th May. The Chairman spoke to some residents, who supported the action. The clerk had received three phone calls, one supporting the action and two opposing.

The Chairman suspended standing orders to allow members of the public to speak:

Mr Durrant reported that no rabbits had been seen, but that Mr Thrower would go earlier.

A parishioner suggested daily attendance would be required.

The Chairman reinstated Standing Orders:

Cllr Marks commented that many rabbits had myxomatosis.

11.143 Community Led Plan: Verbal summary of the Community Led Plan Group
A meeting will take place on the 18th May. Printing costs are to be investigated.

11.144 Parish Paths Partnership (P3): Minutes are to be sent by email.
All stiles have been replaced by gates to increase accessibility for users.

11.145 Village of the Year Competition 2011:
Cllr Lang reported the application has been lodged, and judging is due to take place on the 16th June at 2.15pm. Refreshments will be offered to the judges. The results should be made public on the 30th June.

11.146 Litter Agency: update

Provision of dog waste bins in Station Road: the clerk has spoken with the contractor, who suggested replacing the missing bin on the field with the new bin. Councillors were in favour. Provision of additional dog waste bins in Parish: the clerk has made contact with EHDC to arrange for a site visit by the Dog Warden to investigate provision of bins at EHDC expense.

11.147 Bowls Club: Request for financial assistance for repair to club house:
The Bowls Club will clarify their requirements and a meeting will be arranged to discuss these will be arranged.

11.148 Telephone boxes:
The clerk has reported the problems again, and obtained a response. Photographs of the boxes are required before BT will consider any action. Cllr Lang kindly agreed to take these and email the clerk. (Note to Minutes: these have been sent to BT)

Station Road: Councillors were divided over whether to ask BT to remove it, as it had become an eye sore and no longer worked. The Chairman asked for a show of hands to decide whether to keep it or not. Five voted in favour. Cllr Harris-Quinney expressed the view that, as an iconic heritage item, it may be worth investigating the possibility of the box becoming an emergency only box, which would relieve any financial burden adoption may place on the Parish.

South Road: the clerk will ask BT to remove it.

11.149 Fairtrade Village: Resolution:
The resolution has been circulated via email before the meeting. The Parish Council has to agree the resolution in order for the parish to become 'Fair Trade' recognised. A meeting has been held with Three Villages Eco Group, who support the initiative.
PROPOSAL: 'That the resolution for inclusion in the Fair Trade scheme be adopted'.
PROPOSED: Cllr Stacey, Chairman. AGREED AND RESOLVED UNANIMOUSLY.

The Chairman left the meeting at 9.30pm and Cllr Mrs Arikans took the Chair.

11.150 Colliers End Village Hall: update
Cllr Cowell reported that he and Cllr Acford met with Mr Taylor and a trustee of the hall. Upon inspection, it was clear that the hall is in a serious state of disrepair, and appeared to be dangerous. Councillors were advised that a structural engineer was due to attend the following day. However, the insurance company was reluctant to comment on the claim for repairs and a loss adjuster was also due to visit. There is no Parish Council liability for this building at present. The Trustees are seeking financial assistance, and support in running the building. Councillors did not believe this to be viable given the serious condition of the building, and the fact that the insurance company had not made any offer of financial recompense. Cllr Lang suggested a Heritage Trust grant may help the trustees with their financial problems. Cllr Cowell stated that the trustees had been advised to press the insurance company during the site visit.

The Chairman rejoined the meeting at 9.40pm

11.151 Correspondence:

Email:

Councillors: Locality Budget Scheme: update on financial assistance received
Rabbits: email discussion

Mr Pledger	Memorial bench: Dowsetts Lane, Colliers End: for the Highways meeting
HAPTC	New Councillor Training & Updates: noted
HCC	Temporary Closure of Cambridge Road, Puckeridge: concern has been expressed that the notice suggests the road is to be closed for five days. For discussion at the highways meeting.
Mr M Plant	Puckeridge Chapel: see item 11.137 above
CPRE	Fieldwork Spring 2011: magazine: the parish Council does not currently subscribe to CPRE. Item for a future agenda.
Fields in Trust	Re Sport England grant funding: noted
NALC	Revised Model Standing Orders: for inclusion in revision.
EHDC	East Herts Rural Conference: Datchworth Village Hall, 15 th September 2011: up to 3 delegates: the clerk has expressed an interest in attending. But may be able to go as part of the Braughing contingent. The Chairman also wishes to attend. The Clerk will advise EHDC.
Urgent:	Standon & Puckeridge Tennis Club: request for funding: The Tennis Club are seeking help with funding replacement of the perimeter fence. Quotes supplied indicate a figure in excess of £8,000. Following discussion, Councillors agreed that a meeting would be needed to discuss options for the Tennis Club. CLERK
Urgent:	A Povey: Reimbursement request: Dzined invoice: agreed for payment to Standon Village Hall.
Urgent:	Huntsmans Close: a variety of issues have been raised including overgrowth of vegetation and the parking of un-taxed vehicles. Councillors suggested a polite notice be put onto the vehicles, and a request for Herts Highways to cut back the vegetation. (Note to Minutes – not Highways responsibility)

11.152 Items for future agenda:

- Community Growing Initiative
- Tennis club
- Bowls Club
- Tree planting
- CPRE
- Removal of Parish Wards
- Grants Awards Policy
- Meeting of Councillors regarding Council process and procedures
- Quality Council application
- Tender Contract & Specifications for Mowing and Litter
- Maintenance of Parish Council furniture: benches, notice boards, bus shelters, street lights
- Parish Council IT equipment

11.153 Dates of Next Meetings:

Finance Sub-Committee:	2011
Planning Sub-Committee:	Tuesday 14 th June 2011 (if plans to discuss)
Highways Meeting:	Wednesday, 18 th May 2011
Standon Village Hall Committee:	9 th May 2011

Standon & Puckeridge Community Centre: Wednesday, 18th May 2011

Community Led Plan Group: 18th May 2011

Parish Council Meetings:

28th June 26th July
27th September 25th October 22nd November.

AGENDA AND MINUTES AVAILABLE VIA EMAIL FROM THE CLERK FREE OF CHARGE