

Little Hadham Parish Council

Minutes of the third meeting of the Little Hadham Parish Council (2011 – 2015 Session) held on Tuesday 5th July 2011 at 8.41 p.m. in the Village Hall, Little Hadham.

Present: **Mrs C Piccolo**) **Chairman**
 Mr J Forgham)
 Mr R Gregory)
 Mr P Wells) **Councillors**
 Mrs M Wilkinson)
 Ms W Woodgate)

Mr B Evans – Clerk, and 15 member of the public.

- 3.1. Absent.** Cllr Williamson [on holiday].
- 3.2. Declarations of interest.** Cllr Ms Woodgate said that she had an interest in the vote for Chairman as she was Cllr Forgham’s partner.
- 3.3. Co-option of councillors.** Cllr Mrs Piccolo welcomed Cllrs Robin Gregory, Peter Wells and Wendy Woodgate following their co-option to the Council. The Clerk accepted their Acceptance of Office forms.
- 3.4. Election of Chairman.** Cllr Forgham and Cllr Mrs Piccolo were proposed. Cllr Forgham received three votes, Cllr Mrs Piccolo two votes with one abstention. Cllr Forgham was declared the Chairman. He asked that Cllr Mrs Piccolo continue to chair the current meeting.
- 3.5. Election of Council officers.**
- 3.5.1. Council Vice Chairman.** Cllr Mrs Wilkinson was proposed and agreed elected.
- 3.5.2. Chairman of the Planning Committee.** Cllr Mrs Piccolo was proposed and agreed elected.
- 3.5.3. Areas of special interest.** Cllr Mrs Piccolo proposed that the list that had been previously circulated to councillors [Appendix 1], be accepted. Agreed.
- 3.5.4. Area representatives.** Cllr Mrs Piccolo proposed that the list that had been previously circulated to councillors, be accepted. Agreed.
- 3.6. Public session.**
 A resident said that horses crossing the grass, at the junction of Millfield Lane with the Cradle End Road at Bury Green, had resulted in the ditch becoming blocked. This would cause the road to flood creating a dangerous icy surface in the winter. Cllr Forgham advised her to report the matter to Herts Highways.
 A resident asked about the Council business plan. Cllr Forgham said that he intended to study the plan and asked that it be included on the next agenda. Action JF/Clerk
 A resident asked how much effect Council letters had on planning applications. Cllr Mrs Piccolo said that the Council had no powers but planning officers assure her that all letters are read and are taken into account when making decisions.
- 3.7. Minutes of the Parish Council meeting** held on Tuesday 7th June 2011 had been previously circulated. The minutes were agreed as accurate. Proposed by Cllr Mrs Wilkinson and seconded by Cllr Forgham.
- 3.8. Matters arising from the minutes.**
- 3.8.1. Dog bins.** Cllr Mrs Piccolo said that installation of the bin was imminent. Installation, upkeep and emptying would be paid for by EHC.

- 3.8.2.** Oil purchasing syndicate. Cllr Mrs Piccolo said that 28 people had signed up. A total of £800 had been saved on the first order.
- 3.8.3.** Young Ones. The Chairman said that she had found a qualified drama teacher willing to run the group at a charge of £50 per session. The Council had budgeted £100 towards the group. She was seeking advice from the Much Hadham and Little Hadham pantomime groups.
- 3.9. Playgrounds.**
- 3.9.1.** Programme of work to correct matters arising from the latest playground inspection. Deferred until the next meeting.
- 3.9.2. Roundabout.** The Clerk said that he had discussed adjusting the ground level round the roundabout with Mr Trevor Waldoock of EHC. He had several ideas and would visit the site to decide on the best way forward. Action Clerk
- 3.10. Road matters.**
- 3.10.1. Bus service** to the village during the closure of the Much Hadham to Widford road. Cllr Forgham said the Much Hadham to Widford road would be closed for four weeks from 1st August 2011 for repairs. The closure would be from Black Bridge Road to just north of Bourne Lane. Centrebus is in negotiation with HCC over the arrangements for the 351 bus route during this time. Cllr Forgham said that he had asked for the final arrangements to be sent to him for inclusion in the Parish News. Action JF
- 3.10.2. Outstanding road repairs.** None reported.
- 3.10.3. Birch tree obscuring direction sign by the parish pump.** Cllr Mrs Piccolo said that she had visited the site. She was very reluctant to have the tree cut back as it was an attractive tree and little would be left if the sign were to be made clearly visible. Cllr Forgham said that he would speak to the resident who had complained. Action JF
- 3.11. Refurbishment of the bus shelters.** Cllr Mrs Piccolo said that three quotations had been received. The cheapest quote was for £2,000 but the contractor would not be able to carry out the work before the winter. The second cheapest was for £2,641.30 but this did not include the cost of replacing roof shingles making the final cost uncertain – the contractor said he could not tell what needed replacement until the overgrowth had been cleared. Cllr Mrs Piccolo proposed that the Council accepted the quotation from “Mick’s Carpentry and Plastering Services” for a cost of £2,978. Agreed. Action RG
- 3.12. NHS update.** Cllr Gregory said that he would report at the next meeting.
- 3.13. Feedback on councillor training.** Cllr Wells said that he and Cllr Ms Woodgate had attended a two hour course organised by HATPC. They had been told about the roles and responsibilities of councils, the control of council property and financial matters.
- 3.14. Parish Plan Group.**
- 3.14.1. Fun Run report.** Cllr Forgham said the Run had been a success despite being marred by the weather. 218 adults and about 50 children had taken part. There had been many helpers including the police and marshals. The village school had organised food at the fête, the Cricket Club ran a bar and tombola and a book stall made a useful profit. The music group 16 String Jack donated its fee to the cause despite most people leaving early. Ms Connie Flynn was pleased with the reception of her art exhibition in the kiosk.
- 3.14.2. Future Plans.** Cllr Forgham said that plans were in preparation for a celebration of the Queen’s Diamond Jubilee on 2nd June 2012.
- 3.15. Chairman’s report.**

- 3.15.1. Cutting of the grass at Bury Green.** Cllr Forgham said that he had spoken to some concerned residents of Bury Green who had received an anonymous letter from 'Friends of Bury Green' complaining about their mowing the Green outside their homes. The Green was cut on an irregular basis by Romehold – the owners of Bury Green Farm. Some houses on the Green did not have a drive and accessed their homes across the grass. This was difficult when the grass was long. Cllr Forgham said that he was in consultation with an agent of Cascoyne Cecil Estates from whom the Council rents the Green. They may be able to amend the terms of the lease to allow those home owners affected to mow a two metre path across the green to their front gate. Action
JF
- Cllr Mrs Piccolo proposed the Clerk write to Romehold to thank them for cutting the grass. Agreed. Action
Clerk
- 3.15.2. Bury Green seat.** Cllr Mrs Piccolo said that the base for the seat had been cleared. She asked Cllr Wells to talk to the resident who had a refurbished seat available. Cllr Wells agreed to talk to the resident and, if the seat was suitable, arrange for its installation. Action
PW
- 3.15.3. Westland Green signs.** Cllr Mrs Wilkinson said she had spoken to EHC about funding. Any grant would be matched funding with the Council and would need letters from a significant number of Westland residents supporting the scheme. Cllr Mrs Wilkinson said that she had emailed Westland Green residents but had received no response. Action
MW
- 3.15.4. Footpath report.** Cllr Forgham said that he had walked many of the parish paths recently. He would contact the HCC footpath officer, Mr Nicholas Maddex, about some overgrown paths and some stiles in need of repair. Action
JF

3.16. Clerk's Report

3.16.1. Financial statement

Period ending 5th July 2011			
Barclay's Bank C/Acc			£13,872.61
StepSaver BP Acc			£5.19
BP Acc			£170.04
Petty cash			£19.08
		Total	£14,066.92
Uncleared cheque			
Karen Green Garden Services			£44.40
To be agreed for payment			
Mr B Evans	P/Clerk - (June & July)	£631.42	
	Exp (June & July)	£37.20	£668.62
Karin Green Garden Services	Grass cutting (June & July)	£88.80	
	Mower service	£36.50	£125.30
Mr A Purvis	Litter picking (June)		£117.40
Mr A Purvis	Litter picking (July)		£106.86
HAPTC	Coucillor training		£60.00
Little Hadham Village Hall	Rent Apr to Jun & Assembly		£77.61
BDO LLP	Annual audit		£162.00
HM Revenue & Customs	PAYE Apr to Jun		£236.60
Mower Services	2 cuts in June		£290.40
		Total payments	£1,844.79
Total in all accounts and petty cash after payment of this month's bills			£12,177.73

- 3.16.2.** Proposed to accept payment of accounts. Agreed.

- 3.16.3.** Proposed to accept the accuracy of the financial statement. Proposed Cllr Mrs Wilkinson seconded Cllr Forgham. Agreed.
- 3.16.4. Annual Audit Return for 2010/11.** The Clerk asked that the Council receive the completed audit form from the external auditor. The auditors had made no recommendations. Agreed.
- 3.17. Democratic 10 minutes.**
There were no questions or comments.
- 3.18. Planning matters.** The transactions of the Planning Committee were noted.
- 3.19. Correspondence.** The Clerk distributed items of correspondence to relevant members.
CPRE Our Countryside leaflet **MW**
HAPTC Annual Report **JF**
Clerks & Councils Direct magazine **JF**
- 3.20. Date of the next meeting Tuesday 6th September 2011.**
- 3.21. The Chairman closed the meeting to the Public and the Press at 9:52 p.m.**

Council Officers

Position	Representative
Chairman	Cllr Jonathan Forgham
Vice Chairman	Cllr Mrs Mary Wilkinson
Chairman Planning Committee	Cllr Mrs Carmela Piccolo
Housing Needs	Cllr Ms Wendy Woodgate
Parish Plan Group	Cllr Jonathan Forgham and Cllr Mrs Carmela Piccolo
Village School	Cllr Jonathan Forgham
Village Hall	Cllr Geoff Williamson
Allotments	Mr Frank Green
Flood Rep.	
Airport Rep.	Cllr Peter Wells
Highways and transport	Cllr Jonathan Forgham
Playing Fields	Cllr Geoff Williamson
Police – Parish links	Cllr Mrs Mary Wilkinson
Young people needs	Cllr Ms Wendy Woodgate
Consultations and public relations	Cllr Peter Wells
The Green, Bury Green	Cllr Peter Wells
The Green, Westland Green	Cllr Mrs Mary Wilkinson
Environmental affairs	Cllr Mrs Mary Wilkinson
Regional Plan / LDF	Cllr Robin Gregory
Little Hadham Conservation Society Rep.	Cllr Mrs Carmela Piccolo
Wider community needs	Cllr Ms Wendy Woodgate
NHS matters	Cllr Robin Gregory
Localism / Big Society	Cllr Geoff Williamson
Publicity	Cllr Mrs Carmela Piccolo

Area Representatives

Area	Representative
Hadham Park, Savernake, Cradle End & Green Street	Cllr Mrs Carmela Piccolo
The Ashe, The Ridgeway, The Smithy & Lloyd Taylor Close	Cllr Ms Wendy Woodgate
Standon Road, Albury Road, South Cottages & Ford Hill	Cllr Geoff Williamson
Hadham Hall, Stane Street & Church End	Cllr Robin Gregory
Westland Green and New Road	Cllr Mrs Mary Wilkinson
The Ford, Half Way House, Chapel Lane & Stortford Road	Cllr Jonathan Forgham
Bury Green & Acreman Street to Little Hempstead	Cllr Peter Wells