

# Little Hadham Parish Council

Minutes of the 4<sup>th</sup> meeting of the Little Hadham Parish Council (2015 – 2019 Session) held on Tuesday 6<sup>th</sup> October 2015 at 8:10 p.m. in the Village Hall, Little Hadham.

**Present:**      **Mrs E Lloyd-Williams**    **Chair**  
                   **Mr C Bhatt**                            )  
                   **Mr A Hoodless**                       )  
                   **Mr G Pearson**                        ) **Councillors**  
                   **Mr G Tooke**                            )  
                   **Mrs M Wilkinson**                   )

Mr B Evans – Clerk, and 11 members of the public.

- 4.1**        **Absent.** Cllr Wright [on business].
- 4.2.**        **Declarations of interest.** None.
- 4.3.**        **Public session on matters on the agenda.**  
 There were no questions or comments on agenda items.
- 4.4.**        **Minutes of the Parish Council meeting** held on Tuesday 1<sup>st</sup> September 2015 had been previously circulated. The minutes were agreed as accurate.
- 4.5.**        **Matters arising from the minutes.**
- 4.5.1.**      Temporary polo stables and planning law. The Chair said she had reported the matter to planning enforcement.
- 4.6.**        **Neighbourhood Plan.**
- 4.6.1.**      In his absence, the Chair read an email from Cllr Wright. *'You know, I have now met with a lady from East of England planning aid last weekend and last night I went to Standon to meet Mike Gill who is the chair of their Neighbourhood Plan group. The long and short is that I think that we probably really do need to consider creating a Neighbourhood plan but the key things are:*
- a) we need to check that the local plan / village plan / any other plan do not already cover us. Put another way are they deficient?*
- b) the community needs to be involved.*
- c) it is a lot of work and I would anticipate it taking 18 months to 2 years*
- d) we will definitely need professional support.*
- e) there are grants and other funds available but the Parish Council may need to provide some seed funding.*
- The Chair said she was in contact with the Chair of Much Hadham PC and had attended a course on the subject. Cllr Wilkinson said the Council needed a plan or it would have no argument against developers. Cllr Hoodless agreed.
- 4.7.**        **Allotments**
- 4.7.1.**      There was nothing to report.

Action  
WW/CB

#### **4.8. Playgrounds.**

- 4.8.1.** To consider the Playground Inspection Reports and consider any work required. Cllr Tooke said there had been a site meeting with the Chair, Mr Mick Foskett and the Clerk. Mr Foskett had agreed to make an itemised quote for a number of items. Cllr Tooke said the Council would have to provide a noticeboard for each entrance to the playgrounds. He showed some examples from a local supplier costing £300 for 4 signs. He said the Council would consider the quote for repairs at the next meeting,

Action  
GT

#### **4.9. Road matters.**

- 4.9.1.** To note the latest leaflet from HCC. Cllr Bhatt said the leaflet described the current position and answered some questions that had been raised. The next stage would be the submission of a planning application when the Council would have to consider its response.
- 4.9.2.** Maintenance of the verge outside homes on Standon Road. Cllr Bhatt said the verge had been mowed.
- 4.9.3.** Potholes. The Chair encouraged residents to report potholes to the HCC website.
- 4.9.4.** Vehicles jumping the A120 traffic lights. The Chair said she had no new news.
- 4.9.5.** Excessive speed of traffic on the Cradle End, Bury Green, Ford Hill and Chapel Lane roads. The Chair said Sgt Wallace had informed her that the police would not be able to monitor vehicular speeds on the Cradle End road as there were no clear sight lines. The Chair said she would enquire about the resident held system. Cllr Hoodless said the Drive Safe scheme had proved disappointing in other areas. Cllr Bhatt was concerned about the safety of residents using speed indicators which might generate road rage. The Chair said she would talk to the police again.

Action  
ELW

#### **4.10. Footpaths.**

- 4.10.1.** Condition of footpaths. The Chair said most footpaths had been cleared and cut.

**4.11. Bury Green.** The Chair said she had nothing to report.

#### **4.12. Westland Green**

- 4.12.1.** Cllr Wilkinson said that Mr Stephen Stigwood had cut the green and asked if he would cut the hedge along the road. From the floor Mr Stigwood agreed.

**4.13. Flooding.** Cllr Pearson said he was still awaiting a response from Thames Water on the replacement of sewer pumps at the South Cottages Pumping station. This was currently being chased by County Cllr Graham McAndrew and Sir Oliver Heald QC MP.

Action  
GP

Since the last meeting, Little Hadham had been the subject of two severe weather warnings. It was fortunate that the worst of the weather remained at Harlow and throughout Essex.

Sir Oliver Heald QC MP had been requested to organise another Multi Agency Flood Meeting to help address the flood issues not covered by the bypass and flood alleviation project that assist the River Ash. He noted that the withdrawal from the bypass project of the compulsory purchase for a Flood Storage Pond at Lloyd Taylor Close and replacement with a drainage ditch to the River Ash

would cause the existing water runoff from Lloyd Taylor to reach the Hadham Ford homes, businesses, Village Hall, Drs Surgery and Post Office much more quickly. Here it would meet other water runoff that already affected this part of the Parish from the fields at that location. A plan will be required to help deal with this ongoing issue potentially becoming worse.

**4.14. Christmas meal for senior residents.** Cllr Bhatt said Community Activity grants for £200 or £500 were available though application had to be made before the end of October. He said he had spoken to the Social Club who was supportive of the plan. Cllr Bhatt said he did not expect to ask for any Council funding. It was agreed that Cllr Bhatt should make an application for a grant and make plans for a dinner.

**4.15. Chair's report.**

**4.15.1.** Defibrillator. The Chair there has been discussion about whether the defibrillator should be stored in the carrying bag or left open for quick use. It was agreed to store it in the bag. The Chair said she would discuss fixing the signs to the Village Hall wall with Mr Jon Fardell.

**4.15.2.** Positions of responsibility. The Chair presented a revised version of the list and asked the Clerk to post it on the website. [Appendix 1] Action Clerk

**4.15.3.** The Chair said that she had been advised that two public sessions at a Council meeting was not appropriate. The session at the start of the meeting would allow councillors consider residents' views when making their decisions. She proposed that, from the next meeting, there be only one public session and that at the beginning of the meeting. Agreed.

**4.15.4.** Chair said that, at the Rural Parish Conference she had attended, there had been much concern about fly tipping. She called on residents to carefully check the qualifications of any contractor offering to dispose of rubbish.

**4.15.5.** The Chair said that the printer used to print the Parish News had to be replaced and she proposed that the Council make a donation of £650 which was half the cost of the new printer. Agreed.

**4.15.6.** The Chair said that the last visits of the mobile library would be in the next two weeks.

**4.16. Clerk's Report**

**4.16.1. Financial statement**

**Period ending 6<sup>th</sup> October 2015**

Barclay's Bank C/Acc	£22,810.18
High Interest Acc	£5.19
Business Savings Acc	£170.38
Petty cash	-£9.48
<b>Total</b>	<b>£22,976.27</b>

**Included above**

**Received**

EHC	Half precept	£6,400.00
UK Power Networks	Wyleave	£7.61

**To be agreed****To Pay**

Staff salaries	August	£510.63
Clerk's expenses	August	£13.70
Petty cash float		£50.00
Mr M Foskett	Installing new bin at A120 bus shelter	£280.00
Sargies	Grass cutting Bury Green	£80.00
CPRE	Annual subscription	£36.00
Mrs E Lloyd-Williams	Transport to training course	£30.00
	Replacement printer	£650.00
HAPTC	Councillor training	£70.00
HMRC	PAYE	£239.40
EHC	Allotment rent	£20.00
Little Hadham Parish Council	Initial deposit in new Unity Bank account	£5,000.00
L Knott, Mower Services	2 grass cuts playing fields + hedges	£743.00
	<b>Total payments</b>	<b>£7,722.73</b>

**Total in all accounts and petty cash after payment of this month's bills £20,303.54**

- 4.16.2.** Proposed to accept payment of accounts. Agreed.
- 4.16.3.** Proposed to accept the accuracy of the financial statement. Agreed.
- 4.16.4.** Progress on setting up an Account with the Unity Trust Bank. The Clerk said the application documents had been signed by the Council signatories and would be sent off shortly. He would ask that the Barclays Bank account not be closed until all outstanding cheques had been cleared.
- 4.17. Democratic 10 minutes.**  
 A resident asked who would qualify for the dinner. He noted that there were a number of similar events in the parish near Christmas. Cllr Bhatt said he would send invitations and see how many accepted.  
 A resident asked that the list of responsibilities be published in the Parish News. The Chair agreed.  
 A resident asked if councillors could have individual microphones.  
 A resident asked if a large version of the latest bypass plan could be displayed in the Village Hall. Cllr Bhatt said he would enquire.  
 A resident commented on the number of cyclists failing to obey the rules at the A120 traffic lights. He said many were jumping the lights and creating a danger to other road users.  
 A resident asked if something could be done about dog fouling on footpaths. The Chair said there was a trial being held of fining dog walkers who did not have a plastic dog waste bag with them. She said she still had some stickers if anyone knew of suitable locations.
- 4.18. Planning matters.** The transactions of the Planning Committee were noted.

**5.1 Correspondence**

Clerks &amp; Councils Direct magazine

**ELW**

NALC LCR magazine

**ELW****5.1. Date of next Council meeting – Tuesday 3<sup>rd</sup> November 2015.****5.2. The Chair closed the meeting to the Public and the Press at 9:05 p.m.**

LHPC Councillor Areas of Responsibility					
	Areas covered	Lead Cllr	Supporting Cllr	Specific tasks	Task holders
<b>Highways</b>	Road maintenance (potholes, drains, kerbing etc.), communication with EHDC on same. Parking issues, Rat Running	GP	ELW	1. Liaising with community regarding potholes etc. 2. Reporting potholes etc. (if noticed / community member can't) 3. Chasing local authority for unresolved issues 4. Investigate ways of improving rat running situation	
<b>Environment Affairs</b>	Parish Paths, PC owned land maintenance, tree surgery, litter and dog bins, conservation area, river and stream quality issues	TH	MW	1. Liaising with Nicholas Maddox re footpath maintenance 2. Monitoring footpaths for problems 3. Village Plants to be kept maintained 4. Cutting of Grass on PC owned land where applicable 5. Tree maintenance on PC owned land where applicable 6. Ensure litter bins in working order and not regularly overflowing 7. River...	Wendy Woodgate (Planters) Jono Forgham (footpaths, millennium wood)
<b>Groups and Amenities</b>	Parish groups Liaison, Village hall liaison, School liaison, Church Liaison, MH Health centre (Patient Group and Little Hadham Surgery), NHS Matters, Defibrillator, Little Hadham Conservation Society Rep..	WW	ELW	1. Monthly attendance at Village Hall Council Meetings / get report from attending volunteers 2. Thoughts - should we have a regular contact by email or meeting with the school / church / other groups 3. Weekly report (submitted online) of defibrillator.	Geoff Williamson (Village Hall Rep). GP (Defib Check)
<b>Community</b>	<b>Playing fields</b> , Local events liaison, Post Office, War memorial, Allotments, Local Businesses, Housing needs, Young Peoples Needs	GT	MW	1. Weekly checks on play equipment to ensure complies with local authority standards. 2. Weekly??? check of allotments. 3.	GT (Playing field Check)
<b>Consultation and Public Relations</b>	LHPC website, Social Media accounts (Twitter, Facebook), <b>Parish Magazine</b> , Press Liaison (papers, TV), improved Broadband mobile phone provision.	CB	GP	Ensure all consultations are responded to in a timely fashion. Monthly submissions to Parish Magazine. Set up working web page (2015) / Manage working web page Consider Twitter / Facebook account Liaison with service providers re upgrades to broadband provision.	GP (Parish Magazine Parish Update)
<b>Planning</b>	<b>Planning permissions</b> for dwellings within the parish	MW	WW & TH	1. Review all applications submitted to council electronically. 2. Visit properties regarding applications to assess appropriateness 3. Discuss application with neighbours to properly represent the parish in response 4. Brief all Cllrs on recommendations in advance of Planning Meeting.	
<b>Strategic</b>	<b>Neighbourhood plan</b> , Stop Harlow North, Stop Stanstead Expansion, BS North Development (ASR's)	WW	GH	1. Investigate what is involved if council is to undertake a Neighbourhood plan 2. Produce a neighbourhood plan if required 3. Liaise with other planning groups listed as required.	
<b>Flooding</b>	Flood planning: Housing at the Ashe, the Ford and Green Street. liaison with fire department, flood defence planners and environment agencies	GP	WW	1. To work with local authority and environmental agency to resolve ongoing issues. 2. Take a lead role in advising across all areas of council where flooding is an issue.	
<b>Security</b>	Police liaison, Fire brigade liaison, Neighbourhood watch, Rural Watch liaison.	TH	CB	1. Liaise with local PCSO regarding crime across parish 2.	
<b>Parish Council</b>	Insurances, Precept, Clerks salary, legal issues, training, discipline, co-options, minutes	CB	GH	1. Review monthly clerks report to verify spending / planning 2.	
<b>Historic areas currently unallocated</b>	Localism / Big Society, Wider Community Needs				