

# Little Hadham Parish Council

Minutes of the 10<sup>th</sup> meeting of the Little Hadham Parish Council (2015 – 2019 Session) held on Tuesday 3<sup>rd</sup> May 2016 at 8:09 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 15 members of the public.

- 10.1**      **Absent.** Cllr Wright [personal].
- 10.2.**      Declarations of interest. None.
- 10.3.**      **Democratic ten minutes.**  
 A resident spoke of the overgrown hedge on the C15 south of the A120 traffic lights. He said the bottom of the hedge had been cut but not the top. This meant that tall vehicles, such as tractors, had to drive in the middle of the road. Cllr Pearson said he would report it.      **Action GP**
- 10.4.**      **Minutes of the Parish Council meeting** held on Tuesday 5<sup>th</sup> April 2016 had been previously circulated. The minutes were agreed as accurate.
- 10.5.**      **Matters arising from the minutes.**
- 10.5.1.**    Church End to Hadham Hall bridle path. Cllr Hoodless said he understood that Mr Maddex, the HCC footpaths officer, was looking into the matter.
- 10.6.**      **Strategic matters**
- 10.6.1.**    Neighbourhood Plan. The Chair said that Cllr Wright had called a meeting on Monday 9<sup>th</sup> May at 6:30 in the Village Hall.      **Action WW/CB**
- 10.7.**      **Highways**
- 10.7.1.**    Excessive speed of traffic through Cradle End, Bury Green, Acremore Street, Ford Hill, Chapel Lane and C15. The Chair said had spoken to Cllr Wright as she thought rat runs should be included in the Neighbourhood Plan.
- 10.7.2.**    Outstanding road repairs including potholes. Cllr Pearson things were much the same. A number of repairs had been listed for “the next 20 days”.
- 10.7.3.**    Vehicles jumping the A120 traffic lights. Cllr Pearson said the police would patrol the lights in unmarked cars. He hoped they would check drivers on the A120 as well as the side roads. He noted that cars were driving from the Stortford Road onto the C15 south at dangerously high speeds. Cllr Pearson invited any resident with dashboard camera recordings of bad driving at the traffic lights to forward them to the police.
- 10.7.4.**    Planned closure of the A120 including arrangements for the 351 bus and children walking to the village school. The Chair said the closure would be from 10 p.m. to 5 a.m. from 16<sup>th</sup> to 26<sup>th</sup> May. Cllr Bhatt said he was concerned about overrunning as the first bus was at 6:40 a.m. The Chair noted that Cllr

McAndrew had asked that any other repairs required for the A120, such as potholes and blocked drains, be carried out at the same time.

## **10.8. Environment affairs**

**10.8.1.** Footpaths. Cllr Hoodless said he had received no reports as all footpaths appeared passable. He asked whether the Council wished to apply for a grant to replace stiles with kissing gates on footpaths 10 and 14. The Clerk said footpath 10 ran north of Chapel Lane at Westland Green. The land was rented by the Council who had rented it on to Mr Stigwood of Home Farm. From the floor, Mr Stigwood said he had no objection to kissing gates. The Clerk said footpath 14 ran across a field on Bridgefoot Farm towards South Cottages. He was unsure whether the owner would agree to kissing gates. It was agreed that Cllr Hoodless should submit a request for a grant.

Action  
TH

**10.9. Groups and Amenities** There were no reports.

## **10.10. Community**

**10.10.1.** Millennium Wood. Application for listing as a Community Asset and progress on raising funds to buy the site. The Chair said that she had applied to have the wood listed as a Community Asset. She said that the campaign to raise funds to buy the wood was going well. Pledges were being collected on SaveMillenniumWood.com. Cllr Bhatt proposed that the Council pledge £5,000. Agreed. The Clerk said that the pledge depended on the expected receipt of £4,000 from the New Homes Bonus. He said that no payment should be made until the purchase had been confirmed. The Council would require an agreed business plan that would include: the purchase price; all expenses involved in the sale; details of funding for the purchase; details of who would own and run the wood; annual costs; sources of funding for running costs.

**10.10.2.** Damage to the War Memorial. Cllr Bhatt said that he had spoken to Mr Mick Foskett who was preparing a quotation.

**10.10.3.** Playground repairs. Cllr Tooke said a gate at the Ridgeway had been broken and he had asked Sargies for a quotation. The Chair said she would invite the local PCSOs to make regular visits to the Village Hall playground in order to control vandalism. She said she would speak to the Head of the village school about the 6-a-side football nets.

Action  
GT

Action  
ELW

**10.10.4.** Allotments. Cllr Wilkinson said there was nothing to report.

## **10.11. Consultation and Public Relations**

**10.11.1.** Parish website. The Chair said the website still awaited content. Cllr Pearson said he would advertise for an editor in the Parish News. Cllr Bhatt asked that the website be a regular agenda item.

Action  
GP

**10.11.2.** Superfast broadband supplies to the parish. Cllr Bhatt said there had been some concern about door to door visits by GigaClear salesmen. He said he had done some checks and they appeared to be a reputable company. They were offering a “fibre to the premises” service that would be much faster than the “fibre to the cabinet” being installed by BT. The GigaClear offering would be more expensive but could be available to the entire parish and would attract those with a home business. The BT offering would be cheaper but slower and not available to homes a long way from their local cabinet. Cllr Bhatt agreed to write an article for the Parish News.

**10.12. Flooding.** Cllr Pearson said there had been no recent problems.

**10.13. Security Matters**

**10.13.1.** Security around the Village Hall and Village Hall playground. Cllr Pearson said there had been a number of incidents including broken hall windows and the burning of playground signs. He said there appeared to be a number of cars from Bishop's Stortford being used for various dubious activities in the hall carpark. The Village Hall Committee was reluctant to install gates to the Community Asset. However, it had raised funding for security cameras. Cllr Pearson said most of the problems occurred in the evenings and at weekends. He had spoken to one of the youths who had complained about being bored.

**10.14. Parish Council matters.**

**10.14.1.** Storage of historical Council documents. Cllr Bhatt said that he would collect the box of Council documents held by Mrs Angela Fardell together with any other Council documents she had in her care. The Chair said she would talk to the HCC repository about whether documents could be copied.

Action  
CB**10.15. Parish Assembly – Thursday 21<sup>st</sup> April 2016**

**10.15.1.** The Chair said 58 residents had attended the Assembly – slightly down on last year but much better than most nearby parishes. She thanked Mrs Gillian Bhatt for her hard work producing the refreshments.

**10.16. Chair's report.**

**10.16.1.** The Chair said that Mr Jonathan Forgham would be holding a Bioblitz on Sunday 8<sup>th</sup> May at the Millennium Wood.

**10.16.2.** The Chair said she planned to attend a meeting of East Herts Parishes concerning the new District Plan. It appeared that the current draft did not include enough new homes.

Action  
ELW

**10.16.3.** The Chair said she had been approached by some residents asking if there could be a Village Tidy Up albeit a little late for Queen's Birthday. They thought the parish looked scruffy. Councillors thought that the A120 was the worst area and that was too dangerous for volunteers to clear.

**10.17. Clerk's Report****10.17.1. Financial statement****Period ending 3<sup>rd</sup> May 2016****Unity Trust Bank**

£12,190.38

Petty cash

£41.85

**Total** **£12,232.23****Included above**

Sargies

March grass cut Bury Green

£85.00

**To be agreed****Received****EHC**

First half precept

£6,521.50

**To Pay**

Staff salaries

April

£504.55

Clerk's expenses

April

£19.71

Little Hadham Village Hall

Hire of Hall Feb &amp; Mar

£38.60

Refuse disposal Jan to Mar

£58.50

£97.10

P Knott [Mower Services]

2 playground grass cuts April

£242.00

**Total payments****£863.36****Total in all accounts and petty cash after payment of this month's bills****£17,890.37**

- 10.17.2.** Proposed to accept payment of accounts. Agreed.
- 10.17.3.** Proposed to accept the accuracy of the financial statement. Agreed.
- 10.17.4.** To agree the Annual Financial Statement. The Clerk referred to the statement that had been circulated to councillors and distributed at the Parish Assembly [Appendix 1]. He asked that the Council accept the statement. Agreed.
- 10.17.5.** To agree to Annual Audit statement. The Clerk said that Mr Mike Smith had carried out the internal audit and had found no matters for the Council to consider. The Chair thanked Mr Smith for his time. The Chair proposed that she sign the Financial Statement on the Audit Document. Agreed. The Governance Statement had been agreed at the April meeting.
- 10.17.6.** To consider who to appoint as Council insurers. The Clerk said that the Council had agreed to insure with Hiscox Insurers through Came & Co. for three years from 2014 to 2017 in return for a reduction in premium. This year's quotation was for £666.14 which was an increase of £74.66 on last year. This included £21 increase in Insurance tax, cover for new Council assets and a small increase in inflation.  
Cllr Bhatt said that the costs were in line with the market. He proposed the Council accept the quotation. He also proposed that the Council extend the deal with the insurers until May 2019 which would reduce the premium to £632.83. Agreed.
- 10.18. Planning matters.** The transactions of the Planning Committee were noted.
- 10.19. Correspondence**
- |                                 |           |
|---------------------------------|-----------|
| CPRE Countryside Voice magazine | <b>WW</b> |
| CPRE Fieldwork magazine         | <b>WW</b> |
| CPRE Hertfordshire Newsletter   | <b>WW</b> |
- 10.20. Date of next ordinary Council meeting – Tuesday 7<sup>th</sup> June 2016.**
- 10.21. The Chair closed the meeting to the Public and the Press at 9:12 p.m.**

## Financial position for the year 2015 to 2016

Credit		Notes
B/F from 2014/15	£13,977.47	
Precept	£12,800.00	This is collected from residents as part of the Council Tax.
Rent	£478.29	Rent from Westland Green and wayleaves for power cables
Interest	£0.62	
Banking	£12.50	Bank charge refund.
New Homes Bonus	£4,599.00	EHC has shared the government's bonus for building new homes with the parish.
Sales	£2.16	
Easement	£100.00	
Grant	£1,100.00	Grant for the Community Christmas Party and a grant from the Transparency Fund for setting up a new website.
Litter picker	£1,389.44	EHC pays the litter picker's salary.
<b>Total credit</b>	<b>£34,459.48</b>	

Debit		
Salaries	£7,012.18	To the Clerk, litter picker and Handyman.
Mileage	£78.71	The Clerk tries to walk or cycle for most parish business trips.
Playgrounds	£4,880.39	Grass and hedge cutting and some significant repairs.
New noticeboards	£2,070.49	For the Village Hall and Cradle End.
Telephone	£150.00	
Post	£28.58	
Copying	£81.70	Mainly using the copier at the school
Office supplies	£52.00	Mainly paper and printer ink
P/News	£1,015.00	The Council is one of several organisations who fund the Parish News. This includes the cost of a new printer.
Donations	£1,330.00	To the village school, graveyard upkeep, the Brownies, Karate Club, Mothers and Toddlers, Herts Air Ambulance and Royal British Legion.
Subscriptions	£743.10	Mainly to HATPC for legal and other help and advice.
Maintenance	£236.00	Parish share of the cost of the Village Hall and litter bin rubbish collection.
Repairs	£280.00	New litter bin for the A120 bush shelter.
Rent	£215.58	Mainly Village Hall hire.
Chairman	£90.00	For phone, post and travel expenses
Insurance	£591.48	To cover the play equipment as well as general Council risks
Bury & Westland Greens	£540.00	A contribution to the cost of cutting the grass at Bury Green
Audit	£120.00	The government appoints an external auditor
Banking	£12.50	Cheque lost in the post.
Allotments	£940.00	New picnic area.
Training	£430.00	The Clerk and councillors have attended a number of training courses.
Defibrillator	£135.00	The defibrillator is installed at the Village Hall.
Neighbourhood Plan	£25.00	The Council has agreed to prepare a Neighbourhood Plan.
Christmas Dinner	£494.11	Paid for by a grant from EHC.
Misc	£34.24	Mainly refreshments for public meetings such as the Assembly.
<b>Total debit</b>	<b>£21,586.06</b>	
<b>Surplus to C/F to 2016/17</b>	<b>£12,873.42</b>	