



Little Hadham Parish Council

Minutes of the 7th meeting of **Little Hadham Parish Council** (2019 – 2023 Session) held on Tuesday 3rd December in the Village Hall, Little Hadham.

Present: Cllr M Attwell (Acting Chair)
Cllr A Hoodless
Cllr M Wilkinson
Cllr C Westlake
Cllr F Arkell

Also: Clerk: Carole Page, Cllr Williamson, and 5 members of the public

1. **Apologies and reasons for absence.** Cllr Lloyd-Williams and Cllr Westlake sent their apologies. The councillors and Acting Chair Cllr Attwell accepted their apologies
2. Co-option of New Councillor. Vice Chair Attwell introduced Freddie Arkell and invited him to join the Parish Council as a co-opted councillor. Cllr Wilkinson proposed the co-option, Cllr Mardell seconded, all councillors agreed. Motion carried. Cllr Arkell introduced himself expressing an interest in traffic calming, which he would like to get involved in.
3. Democratic 10 minutes There were no comments or questions on agenda items. Les asked about the Highways and Drive Safe team and the meetings for the Road Safety Subcommittee but was agreed this is covered later in the agenda.
4. Declaration of interest and dispensations – to receive Declaration of Interest from councillors on items on the agenda. No declarations received.
5. Approval of minutes held on Tuesday 5th November 2019. Minutes agreed and signed as a true copy. Minutes were accepted as accurate.
6. Matters arising from the minutes.
Neighbourhood Plan – **Action: Cllr Attwell to request the web administrator put in a link to the Neighbourhood Plan article written by Cllr Attwell.**
Road Safety Sub-committee – Action: Cllr Arkell to arrange a meeting for the subcommittee, to include representatives from all areas of the Parish
Cllr McAndrew – **Action: Cllr Lloyd-Wilson to request Cllr McAndrew attend a Parish Council meeting.**
7. Reports - Areas of Responsibility
 - a. Highways – Cllr Attwell
 - i. Free Salt – storage Still awaiting to hear if we have qualified for salt, in the meantime the 11 bags we have stored will be spread out to the following locations:
 - Chris and Charlotte Lipscombe: Lower Road
 - Jan Sargent - Acreman
 - Rob Boden - Green Street
 - Cllr Attwell-: Green Street
 - Ros Barron -: The Smithy
 - Cllr Westlake - The Ford
 - Cllr Wilkinson - Westland Green
 - ii. Bypass – There has been another road closure since we last met. Frustrating to see people using the lanes and roads in no different manner despite our complaints to the county council. The council maintain there is enough, but we believe there were specific statements on the signs, that indicate you can't get through, would be helpful. Cllr Hoodless said the Bypass team may do a leaflet drop but the communication is poor. It is needed to be identified where the roads are closed exactly. Continue to push for a better solution to this, perhaps keep a single lane open and have a contraflow Action: **Cllr Attwell to discuss communication with the Bypass team and to make the signs clearer where the road is closed. Continue to lobby the bypass team and the council. Action: Cllr Mardell to see if there could be a police presence when the diversions are in place, as a safety measure.**
 - iii. 'Drive Safe' Update. Les mentioned that for some months we have made no progress due to the difficulty of getting the Road Safety committee together. We need to set up a meeting with

- representatives from the whole Parish – add in cycling issues also. **Action: Cllr Arkell to arrange the meeting with Mary, Chloe, Les and other key members.** He agrees with the chair that every area should be represented and would like to get something done before Christmas. Potentially one evening. Les has developed speed awareness posters to go up around the village. The Clerk mentioned there will be a poster competition for the school children to make their own road safety posters. **Action: Clerk to set up competition with the school.**
- b. Environmental affairs – Cllr Hoodless – nothing to report.
 - i. Dog poo bin requested by resident of Bury Green. Cllr Attwell feels it may be a good idea, but we need to investigate this further.
 - c. Playing fields and young people's needs – Cllr Mardell
 - i. Hedges to be cut by George Atkins of Atkins Arborists. The clerk has negotiated a £100 reduction from Atkins Arborists bringing their price down to £600. A further quote had been obtained from J Franklin for £500. Atkins Arborists had already carried out the cutting of the hedge at the Village Hall. Cllr Hoodless queried whether or not this was a tractor cut or handheld equipment and stated he felt it was a lot of money to cut this length of hedge as he had obtained a cheaper quote to cut a longer stretch elsewhere in the Parish. It was not known how Atkins would cut the hedge. Stephen Stigwood (a local farmer within the Parish) said that cutting the hedge with a tractor would not be ideal as this hedge was too high and it would likely leave a poor finish. The cut needs to happen over the winter. Given this and that the £600 price was within the range of previously discussed figures Cllr Attwell proposed we engage Mr Atkins, Cllr Mardell seconded, Cllrs Arkell and Wilkinson agreed. Cllr Hoodless made no comment. **Action: Cllr Hoodless said he will get another price, in time for consideration next year, perhaps by tractor.**
 - ii. Playground Inspection Report Plan for maintenance. Cllr Mardell has looked at the items discussed in the annual report. Some bits have been dealt with. But a swing needs to be taken down, which was not in the report, but picked up by Cllr Mardell. **Action: Cllr Mardell to take a photo of the faulty swing and send to the clerk.**
 - d. Community – Cllr Hoodless
 - i. Village Hall – Jan Williamson - I am pleased to say we now have our notice board erected outside which looks good. We have found a new Treasurer who will be co-opted at our AGM on Wednesday. Her name is Andrea De Bohun I am still looking for a Vice Chair. The Workshop for Carers in Herts was a great success. They would like to do another in February and thereafter quarterly.

Coffee morning is on 11th December and will be of a festive nature. It will start at 10am – 12 noon as some of our regulars need a little bit more time to get ready in the morning. We hope that Parish Council will be able to come and we will have a young lady from Citizens Advice Bureaux who will join in and talk to people as Parish Council do in the hope that it gives people an opportunity to seek advice or receive information on problems in the wider community.

We have submitted a tree survey to go with our planning application.

The architect drawings will be available to view at our AGM on Wednesday @ 8 O'clock in the Committee Room.

If we are successful, the first part of the refurbishment will be to build additional storage space on the West elevation. We have reached a situation whereby storage is no longer available to new groups and it has spilled over into the main parts of the building. This limits our multiple hiring ability as some groups have to move trollies of tables and chairs into the spare rooms. It has also caused damage to our walls and paint work over the years. The second phase will be to extend and create new space for the Doctors consulting room and Post Office and to create some additional space for communal activities and workshops which can also be converted into changing rooms for stage productions. There will be additional toilet facilities to accommodate the additional multi-functional use the hall/hub will provide. It will also serve as an arts and crafts area with an internet café available and a Tea/Bar area for Cinema and smaller groups usage.

In conjunction with the extension all parts of the village hall will be refurbished up to current day standards with an emphasis on energy efficiency.

Yes, it is ambitious, but we are already attracting people from outside Little Hadham and we are very lucky to have generous car parking which other halls do not have. We will provide a

cycling shed area and the car park will need to be upgraded for safer access to and from the village hall to include access to the play area (owned by Parish Council) for children/families. With the focus on rural isolation, loneliness, health and wellbeing and community cohesion this is the perfect timing to get Little Hadham Village Hall refurbished as we have collected much evidence to support the need of this valuable asset to our village that will last another 50 years plus.

I would also like to thank The Parish Council for funding our CCTV Noticeboards – the one at the Ford is definitely not as we were led to believe it would be. This is being investigated.

- ii. Car parking at the Nags Head – Cllr Wilkinson said the parking outside the pub. Stephen Stigwell said he only heard about this a few days ago and he uses the field for livestock and is a working farm. He feels if open residents will use it on a regular basis and it won't be just for pub use. He has issues also with Insurance and Health and Safety, as he isn't covered and does not accept any liability for it and feels it wouldn't work. It is the Diocese land, but he has rental of it.
 - iii. Phone boxes – the phone boxes, in Bury Green and the Ford are now being looked after on a regular basis. When the warmer weather comes, they will need some attended to protect the wood and to be repainted.
 - iv. Easter Lunch – plans are coming together. Dates are agreed and funds are being sought. Chris and Gill Bhatta have kindly offered to organise. Cllr Westlake has approached Cllr McAndrew to support funding this lunch, but though he has supported this in the past, it was a one off and he will not be supporting this application.
 - e. Consultations and Public Relations – **Action: Clerk is to set up regular meetings with Cllrs Westlake and Arkell to develop our communications plan and processes.**
 - f. Neighbourhood Plan – Cllr Attwell – update published in Parish News. Anne Wright Parish News editor consolidated our article to fit the space. Response from the article is zero now, but we need to continue to monitor this. Urge people to contact the PC
 - g. Significant External Factors – Cllr Hoodless – nothing to report.
 - i. Stansted Airport – Chair -nothing to report.
 - h. Flood prevention project C15 - progress update – Cllr Westlake – nothing to report.
 - i. Security – Cllr Mardell
 - i. Police Liaison – PCSO De Bruyn – 1 x Theft from Motor Vehicle - Ridgeway Little Hadham. Suspects have broken into a work van by drilling a hole in the side panel door and removing tools from within. Suspects have then left in an unknown direction and by means unknown.

1 x Burglary - Residential address in Albury. Suspects have broken into an outbuilding and removed gardening tools from within. They have then left in an unknown direction and by means unknown. Police enquiries currently in progress.
 - ii. Request for Police presence at the traffic lights Police colleagues are asking for some assistance in promoting the use of ECHO across the district to gather richer intelligence about concerns of residents. Could I please ask you to use this yourselves when appropriate, but also to disseminate to your contacts at parish and town councils in your wards.
 - j. Operations – Cllr Attwell – nothing particular to report.
 - i. Grants –
 - ii. Police Commissioner Application – Chair – spoken with Graham |Mc Andrew about a potential grant for the road safety work.
 - k. Allotments – Cllr Wilkinson – asking the allotment manager for information that there is one plot vacant. Action: are the allotments contracts signed and if there are vacant plots advertise
8. Update from Cllr Williamson – no report
 9. Chair's Report
 10. Clerk's Report
 - a. To agree to payment of accounts. Cllrs agreed to the payment of the accounts.
 - b. To accept the accuracy of the financial statement. Cllrs accepted the accuracy of the financial statement.
 - c. To sign the precept paperwork in readiness to send to East Herts Council. The Vice Chair, Cllr Wilkinson and the clerk signed the precept. The Precept meeting was held on the 27th November where the precept was agreed at a 1.9% increase. Councillors agreed to the precept.
 11. Planning matters. To receive the report from the Planning Committee

12. Correspondence
13. Date of next Council meeting – Tuesday, 4th February 2020
- 14 To close the meeting – 9.20pm

Chair's report – Dec 2019-11-26

Planning

Connect Scaffolding Application

I have been having conversations with a resident who has objected to the application and asked for the Parish Councils support. I have circulated information to Cllrs, and I have let the resident know that we have already met and voted on this application.

Highways

Drive Safe Locations Check

The site by South Cottages was checked again and again rejected.

“The Ford location that was requested has been reviewed by our Traffic Management Team and they have deemed the site unfit to use for speed”

Drive safe scheme now suspended for the winter period. To start up again in the new year (March estimated) with new leads.

Road Safety and Post Bypass Village Enhancement Scheme Committee

I have been unable to organise a meeting in advance of tonight due to availability of attendees. Due to this I have reconfirmed that all those invited are still able to committee and contribute to this discussion. All confirmed. Meeting to be arranged asap. We aim that this will now be headed up by our newest Cllr.

In the meantime, progress is being made:

- Crime Commissioners Road Safety Fund Grant application (pending response)
- County Councillor Match funding confirmed
- Parish Council funding proposed
- Speeding multi group meeting week 2nd Dec (Ian Hollirake to attend)

A120 road closures.

Carolyn, Michael and I have been in touch with the bypass team at various point to discuss the difficulties the Bypass works (in particularly the a120 road closures) have been causing in the rural lanes. We are assured that these are being passed onto Graham. There is now a pause before further road closures which I hope will allow us to discuss possible options before the next event.

Bypass Signs

There has been some confusion and the sign has gone up in Red. We are discussing this with the bypass team.

Cllr Graham McAndrew

There was concern that it was inappropriate to contact Cllr McAndrew during the election period of “Purdah”. Following advice from Geoff Williamson I have concluded that this should not be an issue, and subsequently invited him. Graham responded by inviting me to meet up with him this coming Friday at a multi parish meeting specifically looking at the issue of speeding along our village’s corridor. I will take the opportunity to also again invite him to our PC meetings.

Salt

No response from the public re salt. Chair circulated salt locations from previous years to Cllrs. Green Street location requested more salt (to be organised). 11 bags remaining in Bury Green to be distributed.

Environmental Affairs

Dog Poo Spray

One spray totally used up. One spray still has some life left in it and is to be passed to a local dog walker to cover a new area. Can Richard get this to me?

Playing Fields and Young People's Needs

No Update

Community

Monthly Coffee mornings

From my point of view these is a really nice event and I'm enjoying meeting with people I know and meeting new people also. This month the following issues / points were discussed:

- *Bury Green Brambles* - The brambles on the west side of the green are spreading onto the green. Can these be cut back?
- *Update on footpath redirection (Millfield lane)* - To be put on upcoming agenda once submission finalised.
- Neighbourhood plan article
- Jazz player performance in Village hall (could this be organised for the Easter meal?)

Pub Parking problems

Thank you to Dave for putting me in touch with Stephen. We discussed the possibility of using the field for parking with the conclusion that it would be unlikely to be suitable for the following reasons:

- Rented from diesis for the use of cattle grazing. Mixing this use with a public car park would seem a health and safety issue.
- Car park would need to be completely separate (fenced) from main field.
- Insurance might be an issue
- Surfacing and use discussed (these have not been explored by PC at this time).
- Current entrance could not be shared with farm traffic (and is the only point of entry for farm machinery).

Consultations and public relations

Facebook and Twitter access now resolved. New Cllr take a lead role.

Parish Magazine

Excited to hear a new editor is coming on board. Since the coffee morning we've all received our first issues. I'd like to publicly say what a success the first issue has been, and to thank Anne for the help she gave cutting down our piece to fit.

Neighbourhood plan

Rag to be updated. Article in Parish Magazine as discussed (thank you Michael). Awaiting comments from public. In the meantime, Walkern looks to be a good example of the Parish Plan that focuses on polices (Geoff Williamson brought this to my attention as an interesting example as they have unexpectedly already met their housing needs).

Significant external factors

See Bypass

Flood prevention project

No Update

Security

Sargent Wallace to retire. Council to send well wishes and token of appreciation for all hard work.

Operations

Cllr to keep RAG live and update either Clerk or myself.

Meeting needed to look over this area as we have several matters to attend to.

Precept meeting

Cllrs Westlake, Atwell, Lloyd-Williams, along with the Clerk met to discuss budget and precept. While we agreed the precept to agree it was suggested that further work was needed on the budget. Meeting Early Jan.

New Cllr's Interviews

Cllrs Wilkinson, Lloyd-Williams, Westlake and the Clerk met to interview Freddie Arkell and subsequently advised the full Council (some of who had already met with him) that they were in favour of his co-option.

Happy Christmas Everyone!