

NETTLEDEN WITH POTTEN END PARISH COUNCIL

**Meeting held on Thursday 14th June 2018
In the Church Rooms, Potten End at 7.30pm**

MINUTES

Present: Cllr Burfot, Cllr Senior, Cllr Spanswick, Cllr Westenholz-Smith, Cllr Wright

Clerk: Katrina Bond

Also Present: Ward Cllr Douris, Parish Warden Kevin Furness and 14 members of the public.

05/18/1 APOLOGIES FOR ABSENCE

- 1.1 Apologies were received from Cllr Grimsdale who was on holiday.
- 1.2 The Chairman acknowledged receipt of two formal resignations from Cllr Gurney and Cllr Durrant.

05/18/2 DECLARATIONS OF INTEREST

- 2.1 There were no declarations of interest made.

05/18/3 MINUTES OF THE LAST MEETING (17th May 2018)

- 3.1 **Minute 04/18/5.1: Village Shop:** The minutes were amended to read that the shop, together with the three public houses in the Parish, were being registered as Community Assets.

The minutes were then taken as read and signed by the Chairman as being a true record.

05/18/4 PUBLIC PARTICIPATION

- 4.1 **Community Asset Register:** It was questioned whether the four properties had been accepted onto the register and what was the timescale for them to be re-registered. The Clerk confirmed that the properties were in the process of being re-registered and that it would take another couple of weeks for the process to be completed.
- 4.2 **Missing Road Sign:** It was reported that a roadsign at the corner of Hempstead Lane and The Green was broken and in need of replacement.
- 4.3 **Village Stores:** Several concerns were raised regarding recently submitted revised plans and some of the materials to be used. The new owner of the Village Stores was present and answered many of these concerns.

- 4.4 Telecommunications Mast:** A resident questioned the accuracy of the recently approved minutes particularly the omission of points made by Herts County Council. The Chairman agreed to investigate the possibility of these points being posted onto the Parish Council website. It was also highlighted that a petition against the mast had been submitted at the last meeting and that this petition had not been formally acknowledged.
- 4.5 Councillor Resignations:** A resident questioned why two Councillors had felt it necessary to resign. An explanation was given by one of those ex-Councillors who was present at the meeting.

05/18/5 REPORTS

- 5.1 Police Report:** No report had been received.
- 5.2 Parish Warden Report:** The Warden gave a detailed report on his works over the past month. CCTV signs have been placed in a couple of spots in the Parish. Unfortunately, and despite the Warden hand delivering letters to all households backing onto the Old Green, some new dumping has taken place on the Old Green. The Chairman asked the Warden to look at an overgrown hedge along the driveway to the car park on the Playing Field.
- 5.3 National Trust Report:** Mrs Bramham gave a short report on her works with the National Trust and she is helping them with a future celebration in November 2018.

05/18/6 REPORT AND UPDATE ON THE PROPOSAL TO INSTALL A TELECOMMUNICATIONS MAST ON THE POTTEN END PLAYING FIELD

Cllr Westenholz-Smith gave a detailed report on the current situation concerning this proposal. It was highlighted that little progress has been made over the past few weeks. A meeting is being arranged to discuss the legal position with Herts County Council. Cllr Douris confirmed that this meeting was a separate matter to the petitions that had been submitted to both the Parish Council and the County Council.

05/18/7 REPORT AND UPDATE FROM THE OPEN SPACES AND LEISURE WORKING PARTY

- 7.1 Affinity Water:** The Clerk confirmed that all paperwork had now been submitted to obtain a quote for the separation of the water supply to the Potten End Allotments.
- 7.2 Overgrown footpaths:** Cllr Spanswick had reported two overgrown footpaths to Dacorum Borough Council.
- 7.3 Allotment Bonfires:** An informal notice has been posted on the allotments requesting plot holders not to light fires until 1st September.
- 7.4 Funfair:** A request was made for the funfair to visit Potten End on 10th June for one week. However, permission had already been granted for the 'Potten End to Loneliness' event to take place on Saturday 16th June. The funfair has offered to bring along a couple of rides for that event and this offer has been passed on to the organisers.
- 7.5 Football Goal Update:** It has been agreed that the notice indicating the goal is for the use of those under 12, will be re-sited behind the goal by the Parish Warden and Cllr

Wright when they cut the hedge. After some further debate, the settlement as agreed in Minute 01/18/6 which approved the Parish Council's insurance company settling the claim with no recourse to the Parish funds and an agreement to allow the football goal to remain in situ is now ready to be signed.

- 7.6 Burial Ground:** A grave has been planted with pansies contrary to the rules and regulations of the Burial Ground. Both the Clerk and the Chairman have spoken with the widow who understands the situation. Permission was granted for the pansies to remain until Fathers Day.
- 7.7 Tennis Court:** The Parish Council received a proposal regarding the installation of a paddle tennis court on the playing field. It was noted that there is currently an absence of any evidence of interest, demand and funding for such a facility. It was also noted that this would require significant coordination amongst other playing field users and possible disruption to current activities. In the event of renewed interest and advocacy for such a project from the community, the Parish Council can reopen consideration of this idea.
- 7.8 Overgrown Hedges in Church Road:** It was confirmed that the Vicarage hedge had recently been cut. The Clerk will contact Church Wardens to ensure the hedge at the Church rooms was also cut.
- 7.9 Request to use the Burial Ground car park:** A request had been received to use the Burial Ground carpark as an overflow space for a charity event on 30th June. It was proposed that permission be granted with the condition that the organiser was responsible for opening and locking the gates and that the padlock code was not shared. This was proposed by Cllr Wright, seconded by Cllr Spanswick and unanimously approved.

05/18/8 REPORT AND UPDATE FROM THE FINANCE AND ADMINISTRATION WORKING PARTY

8.1 Accounts to be Paid:

CPRE (Annual membership)	£36.00
Ernest Newhouse (Internal Audit)	£325.00
Kevin Furness (PW duties w/e27/4/18-w/e18.5.18)	£416.00
RoSPA (Annual Inspection Reports)	£239.40
K Bond (expenses refund 25.9.17-17.5.18)	£75.39
Carr Richards (legal fees for Cricket Club lease)	£720.00

- 8.2 Approval of Annual Accounts for Financial Year 2017/2018:** These accounts were presented in draft form at the last meeting of the Parish Council and were now approved and signed by the Chairman as being a true record.
- 8.3 Approval of Annual Governance Statement 2017/2018:** The statements were read in full by Cllr Wright. All statements were approved and signed by the Chairman as being a true record.
- 8.4 Approval of Accounts Statements 2017/2018:** Figures to be sent to the external auditor were completed in line with the approved annual accounts and signed by the Chairman as being a true record.

8.5 Proposal to approve a 50 year extension to the Cricket Club lease: This extension was approved and the lease signed by the Chairman and the Parish Clerk as Proper Officer to the Parish Council.

8.6 Proposal to approve finance in order to repair a leaking water pipe on Potten End Allotments: A waste notice has been issued by Affinity Water giving 20 days to repair a small leak. A quote had been received by an Affinity Approved Plumber for £300. It was proposed that in view of the short timescale involved this quote was accepted. This was unanimously agreed.

05/18/9 REPORT AND UPDATE FROM THE PLANNING WORKING PARTY

4/01344/18	14 Hempstead Lane	Alterations and extension to Existing dwelling
4/00858/18	Tates Coaches	Demolition of existing dwelling and Construction of 2 dwellings, landscaping And ancillary works
4/01042/18	8 The Back	Part ground floor rear extension Part 1 st floor rear extension
4/01276/18	The Grange Frithsden Copse	Replacement outbuilding and entrance gates
4/01365/18	Hawbush 76 Hempstead Lane	Repositioning of driveway entrance, new walls, gateway and fence to front, New gravel drive with retaining walls
4/00790/18	Village Stores	Amended plans
4/01433/18	The Red Cottage Little Heath Lane	Variation of approved plans
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4/00415/18	7 Chestnut Close	This matter would be considered by the Development Control Committee in July as a result of the Parish Council's previous objection.

05/18/10 REPORT AND UPDATE FROM THE TRAFFIC AND HIGHWAYS WORKING PARTY

10.1 Roadworks along The Common: Maintenance has been taking place along The Common with a view to make this a safe route for children to walk to Ashlyns School. Other works were also being undertaken which had resulted in three sets of road closures which had caused much disruption with traffic in the Parish. Cllr Douris confirmed that once the repairs had been completed, the route would be re-assessed and if deemed safe then the free bus fares to Ashlyns Shchool would be withdrawn. Cllr Douris apologised on behalf of Herts County Council for not giving the Parish Council prior notice for these roadworks. A resident questioned why the Village Hall car park was not being used during this difficult time. The Chairman of the Village Hall

Committee explained the reasons why the request had been declined and highlighted that a meeting had been arranged with the Parish Council in the near future.

- 10.2 Flooding at far end of Hempstead Lane:** Contractors for Herts Highways have carried out some works on the borehole but further works were still required.
- 10.3 Flooding outside Martins Pond:** Contractors are planning to carry out these at the end of July 2018.
- 10.4 Layby on the Village Green:** Cllr Douris confirmed that he is prepared to contribute either 50% of the costs to re-surface the layby or £2000 whichever is the lesser, out of his locality budget.
- 10.5 Crossroads:** Cllr Wright questioned the results of the speed and volume survey that was commissioned towards the end of last year. Cllr Douris confirmed that he would forward the results to the Clerk in due course.

The Chairman publicly thanked Sharron Gurney for all her work for the Parish Council over the last 8 years.

05/18/11 TIME AND DATE OF NEXT MEETING

- 11.1 Date of Next Meeting:** Thursday 19th July 2018 at 7.30pm.

There being no further business the meeting was closed at 9pm.

Signed.....

(Chairman)

Date.....