

LITTLE BERKHAMSTED PARISH COUNCIL

Minutes of the Parish Council held on 20th March 2019 at 8pm in the Village Hall, Little Berkhamsted.

Present;

Cllr Downes (Chair), Cllr Hunter (Vice-Chair), Cllr Standbrook, Cllr Chaplin, Cllr Holt, Cllr Latham-Koenig (L-K), Cllr Morris

In Attendance: 12 members of the public, Laura Brooks-Payne (Clerk)

- 1. To receive apologies for absence and approve;** Apologies sent from Cllr Linda Haysey
- 2. To receive declaration of interest and dispensation;** Cllr Holt for item in planning, 10 Stockings Lane
- 3. To approve minutes of the Parish Council Meeting of the Council;** Wednesday 16th January 2019; Cllr Downes briefly went through the minutes, any questions unanswered were on the evenings agenda. The minutes were approved by Cllr Hunter and seconded by Cllr Standbrook.

4. To receive questions and comments from the public;

A resident that was not present had emailed the clerk in reference to the flooding outside the church. Cllr Holt had reported to Herts County Council (HCC) on their fault reporting part of their website.

A resident asked Cllr Holt about costings for 'No HGV's' signage. Cllr Holt had been given information from Highways that the signage required would be circa £2000. The resident had done some research on costings and had found some at a much lower cost. Council approved a cost of £300 for the sign.

ACTION – Cllr Holt will liaise with the resident for details on the signage and seek advice from Highways if permission is needed to erect the sign.

- 5. To receive the chairman's report;** Cllr Downes explained that this was the last meeting of the current council. Elections were taking place on 2nd May and explained that the next meeting would be the new elected councillors present. Cllr Downes encouraged any interested residents to apply, forms and information to be found on the East Herts District Council (EHDC) website. Clerk explained that nomination forms needed to be handed in by hand to EHDC by 3rd April at 4pm. If the full Cllr cohort of 7 residents or under applied they would be automatically co-opted onto the council and if more than 7 applied, an election and poll would take place on 2nd May. Cllr Downes thanked the current Cllrs and Clerk for their hard work, and Cllr L-K for his expertise and design/installation of the new village signs.
- 6. To receive the planning report;** Clerk had distributed the current planning application list prior to the meeting. Cllr Holt abstained from comment on the application for 10 Stockings Lane (3/19/0461/HH) having a vested interest in the property. Cllrs recognised

that this was a reasonably sized addition to the property, deciding upon a unanimous no objection. 7 Henderson Place (3/19/0416/HH), Cllrs agreed that this was a non-controversial addition to the property, deciding upon a unanimous no objection. Cllr Standbrook advised that the car port is still in situ (3/17/1621/HH), retrospective planning permission was refused for this application.

Cllr Chaplin reported an issue with a hedge having been removed by the owner of the field on the boundary to Henderson Place causing concern for residents. Residents had met to discuss the issue and had decided they were unaware of their rights in respect to removal of the hedge. An EHDC enforcement officer has attended the site and were satisfied at this stage with work that had been carried out. The resident group have instructed a solicitor to look into the matter.

ACTION – clerk will advise EHDC of the Cllrs comments. Clerk will contact EHDC planning department to ascertain the status of enforcement at Dene Orchard.

- 7. To discuss PC communication, Cllr Latham-Koenig;** Cllr L-K shared posters he had designed for an interim measure to advertise events through sites in the village while a new website is in progress. Posters had the new village identity on them, were clear and concise and were met with positive comments from Cllrs. It was suggested that a letter drop 2 or 3 times a year would be a way forward to engage with the wider community more directly and a poster advertising the meeting be put up in the village shop a week prior to a parish council meeting.

ACTION – Cllr L-K to continue with designs for website, advertise events on new posters and design a poster for upcoming meetings.

- 8. To receive a report on open spaces;** It was reported that the gate to the church is in need of maintenance. It was reported that the trees and shrubs are blocking some of footpath number 31 and a suggestion that they be cleared.

ACTION – Cllr Holt will be meeting with Nick Maddox soon and will ask for advice and will speak to staff at the church in reference to the gate.

- 9. To update on progress with new village signs, Cllr Latham-Koenig;** Cllr L-K reported that the new village signs are now in situ. It was noted that grass seed and flowering bulbs would be planted around the base of the signs. Regular maintenance will be needed to keep the nearby foliage under control so signs are not covered.

ACTION – Cllr L-K to arrange seed and bulbs and ongoing foliage maintenance.

- 10. To receive a report on Premises management;**

10.1 Village Hall – Cllr Standbrook, Cllr Standbrook reported that the tenant of the village hall cottage had reported mildew on an outside wall behind a wardrobe.

ACTION – Future Councillors elected from May should consider the insulating properties of the wall.

10.2 To report on progress with meeting with the cricket club – Cllr Downes; A meeting has been arranged this coming Saturday between Cllr Downes and three new members of the cricket club. Cllr Hunter also agreed to attend. The meeting will be to

discuss renegotiating the current contract between the PC and the Cricket Club and a positive relationship between the two parties going forward. It was also noted that the cricket pavilion is underutilised, the PC would like it to be more widely used by the community.

ACTION – Cllr Downes to report at the May PC meeting.

11. To receive a report on Highway Matters: Cllr Holt reported that the bid for two Speed Indicator Devices (SID'S) had been successful including software updates and a maintenance schedule for 5 years. Works are due to take place in the summer of 2019, a formal survey will take place in due course. Cllr Downes thanked Cllr Holt for his hard work and perseverance in obtaining these.

Cllr L-K reported the 30mph sign from Epping Green into the village is overgrown with foliage and has a worn reflective element. It was reported that the road surface is worn on the junction of Tylers Causeway and Church Road.

ACTION – Cllr Holt will report the road sign and road surface to Highways.

12. To receive a report from Little Berkhamsted Recreation Committee; Cllr Hunter reported on the last meeting. The PC were asked if they could contribute to a defibrillator for the village and associated costs. It was agreed that as a new council will be in place from May 2019 that it would be something that they could look at, though the current cllrs fully supported the idea.

It was reported that the paving slabs that run from the playground to the pavilion were broken and uneven.

ACTION – Cllr Downes will report the broken slabs to the cricket club. Clerk to research any grants that may be available for the defibrillator.

13. To report on upcoming elections; reported in item 5

14. To approve the financial statement and payment of accounts; clerk had distributed the report prior to the meeting. Cllr Downes went through the payments. These were approved, proposed by Cllr Chaplin and seconded by Cllr Holt.

15. Matters for future consideration and confirmation of the date of the Annual Meeting of the Council which will follow the Annual Parish Meeting on Wednesday 15th May 2019 at 8pm; confirmed.

16. To receive correspondence(for information only); none

17. To close the meeting: Cllr Downes closed the meeting at 9.10pm.

Laura Brooks-Payne, Clerk
22nd January 2019.