



## LITTLE BERKHAMSTED PARISH COUNCIL

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Minutes of the Parish Council Meeting held on Wednesday 10<sup>th</sup> September 2025 at 7.30pm in the Village Hall in Little Berkhamsted.

**Cllrs present:** Cllr Morris (Chair), Cllr Hunter (Vice-Chair), Cllr Fellowes, Cllr Cookson

**Cllrs not present:** Cllr Standbrook – approved, Cllr Eaglestone – not approved as no notice to Clerk

**Others present:** Parish Clerk – Laura Brooks-Payne, 3 members of the public, Cllr Bob Deering from 8.45pm.

1. **To receive apologies for absence:** Cllr Standbrook, Cllr Bob Deering
2. **To receive declaration of interest and dispensation:** None
3. **To approve minutes of the Parish Council Meeting held on Wednesday 19<sup>th</sup> July 2025:**  
The Clerk went through the action points from the last meeting.  
Most action points are on the current agenda but to note;  
Cllr Morris advised that salt bins may be available in next years budget.  
  
**ACTION:** Cllr Morris will follow up re salt Bins with Cllr Crofton in due course. Salt bags will need to find a new home but have not yet.
4. **Chair Welcome:** Cllr Morris welcomed new parishioners and explained the format of a Parish Council meeting.
5. **To receive the latest Crime Report:**  
The Clerk had circulated both July and August reports prior to the meeting. On 17<sup>th</sup> July a burglary took place in Church Road. In August number plates were stolen from a motor vehicle in the parish and there was an attempted residential burglary.  
Other notes form part of the addendum.
6. **To update on new PC Website:**  
The Clerk reported that the move over to the new website has taken place. Cllrs should now have moved their emails over too. Cllr Cookson is in process of updating the entire site. It was discussed and unanimously approved that the PC will instruct the services of Herts Computer Services to undertake monthly maintenance and updates as already discussed via email with Cllrs.
7. **To update on First Aid courses:**  
The Clerk reported that sadly there was not enough interest in the free first aid and defibrillator training from parishioners for the training to go ahead, despite much advertising within the village. The one day first aid course currently does not have enough bookings to go ahead. Cllrs were encouraged to pass the word around. Information will also be added to the website.  
  
**ACTION** – Clerk will send another Mailchimp re the one day first aid course. Cllr Cookson will add the information to the website.

## **Standing orders suspended**

***This is the only section in which members of the public are allowed to speak, at all other times, Councillors & Clerk only are permitted to speak.***

### **8. To receive questions and comments from the public**

Sandie advised that on Sunday 9<sup>th</sup> November is the Remembrance Service at Bayford Church. This Saturday is a walk and ride event at 10am starting from the centre of Little Berkhamsted. This Sunday is Harvest Festival in the Parish Church.

A resident mentioned that she has seen a shoeless man in the woods several times. Cllrs advised that this could be reported to the Police who may be aware of the person.

A resident asked what could be done re speeding through the village. This was discussed in item 9.1.

A resident asked if anything can be done on the area on Little Berkhamsted Lane that is susceptible to fly-tipping. Cllrs explained that very little can be done, this is regularly discussed and a national problem. If residents witness this, they are encouraged to report such instances on the Herts County Council reporting portal.

## **Standing Orders reinstated**

### **9. HIGHWAYS**

#### **9.1 To update on traffic calming implementation:**

Cllr Morris advised that he is still liaising with Highways regarding plans to slow the traffic to 20mph through just the centre of the village. Plans are currently being drawn up.

**ACTION** – Cllr Morris will continue with the project.

### **10. PLANNING**

#### **10.1 To receive & discuss the latest Planning Report circulated by the clerk:**

The latest report was discussed briefly.

#### **10.2 To update on the Bellswood development on Bucks Alley:**

Cllr Fellowes explained the situation in short to new members of the public. It was noted that together with Bayford PC, Little Berkhamsted PC have enlisted the services of a planning solicitor. A letter has been sent to East Herts planning department. Cllr Bob Deering is liaising with the Executive Officer and Head of Planning at East Herts Council regularly. The development has a number of complex issues including historical licences related to the caravans that have been on site in the past. The 'lodges' being erected now are vastly different to those that have previously been on site. Ecological references are also being looked into because it is an ancient woodland.

### **11 OPEN SPACES**

#### **11.1 To report on playground issues:**

Cllr Standbrook sent the following report:

The playhouse has been repaired. The climbing frame is awaiting parts to complete repairs. The playground has been topped up with 3 bags of play bark from Thompsons. Thanks go to Paul Curson and one of the scaffolders for helping move the bags.

**11.2 To update on maintenance of highway hedges & liaison with landowner:**

Cllr Morris advised that an email had been sent to the landowner again this week. Cllr Morris has given the landowner 14 days to reply. If this does not happen the Clerk will speak with Highways and Rights of way.

**ACTION** – Clerk to liaise with Highways/ROW should a reply not be forthcoming.

**11.3 To update on repairs/ownership to the uneven alleyway between Goddards Close to Church Road:** Cllr Fellowes has asked Highways to advise how the PC can adopt the alleyway in order that the PC can organise the repair.

**ACTION** – Cllr Fellowes will continue with the project

**12. PREMISES MANAGEMENT**

**Village Hall**

**12.1 To update on maintenance work carried out:**

Cllr Standbrook sent the following report:

The third and final chimney on the village hall has now been overhauled and repaired. It was in a very poor state of repair. The end wall in the cottage bedroom has been insulated internally after mould was removed and together with reduction in damp penetration, this should improve conditions considerably. The loose front door frame has now been secured. The door should now operate more easily during the winter months. The guttering has been professionally cleaned and tested with the report is very positive. Everything is flowing well and there is no need for any repair or improvement at present.

**12.2 To update on quotations for repairs required in the cottage:**

Upcoming projects;

Replacement of decking to the back of the hall

Painting the front of the hall

Left-hand gable end wall needs sealing and damp proofing

**ACTION** - Cllr Standbrook will seek quotes in due course.

**Cricket & Community Pavilion (C&C Pavilion)**

**12.1 To receive latest report/maintenance work on the C & C Pavilion;**

Cllr Standbrook sent the following report:

One of the emergency lights has stopped working and will be replaced. Going forward, the lights be checked annually with the hall emergency lighting. To achieve a safety certificate there needs to be 2 additional emergency lights, 1 in the ladies' toilet and one in the away changing room. I&B Electrical will be installing these on 16<sup>th</sup> September.

Simon Hedley has replaced some broken and missing clips to the guttering.

Cricket league games have finished for the season. A deep clean will then be undertaken

**12 FINANCE**

**12.1 To approve latest accounts summary circulated by the Clerk;**

Accounts were unanimously approved and signed.

The Clerk noted that the External Audit has been completed with no recommendations.

- 13 Items for future consideration:** See item 12.2
- 14 To approve the date of the next Parish Council meeting:**  
19<sup>th</sup> November 2025 approved
- 15. To close the meeting:** Cllr Morris closed the meeting at 8.55am.

## **ADDENDUM**

### **Other news and updates – Item 5**

*Now that the summer holidays have begun, please make sure that you make your home and vehicle are safe and secure, even when you are at home. A property in Little Berkhamsted has had an attempted burglary during day light hours when the homeowners were present. Offenders entered via an unlocked rear door and made it to the top of the stairs before they were confronted. Close windows when you leave etc. Don't leave windows open on your vehicle even if is parked on your driveway. Opportunist thieves only need a second to commit crime.*

*There has been a spike in Vehicle crime across the county with a period of just days impacting on Hertford Heath, before it moved out of the area. Fly-Tips have also been on the increase. These should be reported to EHDC as lead agency. None of these reports have included large macerated waste tips.*

*Its lovely to see all the local kids enjoying being kids in this lovely weather...but please as a parent make sure that you know what your children are getting up to when they are out and about. Something that seems like fun at the time can be very distressing for others. Remind them of road safety etc. Wheelies are great...but not in the middle of the road in front of traffic. A moments stupidity can cause a lifetime of grief.*

*The East Herts Rural Team continue to conduct late night operations over the past few months for rural crime. Shifts have been changed and rest days cancelled in order to provide better coverage particularly during late evening and early morning. Hare Coursing season has begun as the harvest has started slightly earlier due to the hot weather. Please report any suspicious activity that you may see in the fields.*

*In addition, the team have continued to host events this month for local residents to speak with members of the team, bike security marking, and speed checks on roads where local people have raised concerns, and street meets in the harder to reach rural communities as well as responding to many incidents across East Herts when no other resources have been available. Cottered has been the focus for speed checks over the last week or so, weekend and weekday rush hour monitoring has taken place, no offences to record.*

*If you need to report a crime in progress, please call 999, for all others please use 101 or online reporting <https://www.herts.police.uk/ro/report/ocr/af/how-to-report-a-crime/> Social media is great for alerting your friends and neighbours to local issues but please let us know so that we can deal with the issues.*

*The Herts Connected system delivers Hertfordshire police's crime alerts. Registered local residents can receive the latest crime or emergency updates and alerts, as well as information about policing events in your area. Local residents can get involved in helping to make their local area a safer place, tell us what police should be doing in their area, shape*

*the initiatives that help to keep people and property safe, and tell us what matters are causing local communities harm.*

*The more residents that register, the better informed and safer our communities will be. We would be most grateful if you could continue to share the link below in any parish communications, and especially on social media, to encourage as many local residents as possible to sign up.*

*<https://www.hertsconnected.co.uk/>*

*Your cooperation is very much appreciated.*

*Additional Crime Prevention Advice can be found via this link:  
<https://www.herts.police.uk/cp/crime-prevention/> Thank you*

*East Herts Rural Highlights Video 2024-25  
<https://youtu.be/bnf6PE4uuvvc?feature=shared>*