

LITTLE BERKHAMSTED PARISH COUNCIL

Minutes of meeting held at 8pm 8th November 2017 in the Village Hall, Little Berkhamsted.

Present;

Cllr Downes (Chair), Cllr Hunter (Vice-Chair), Cllr Standbrook, Cllr Holt, Cllr Chaplin, Cllr Morris

In attendance:

Laura Brooks-Payne (Parish Clerk), District Cllr Linda Haysey and 17 members of the public.

1. **To receive apologies for absence:**

District Councillor Ken Crofton

2. **To receive declaration of interest and dispensation:**

None

3. **To approve minutes of the Parish Council meeting on Wednesday 20th September 2017:**

Approved as correct, proposed by Cllr Hunter, seconded by Cllr Morris. Cllr Downes briefly went through the minutes and explained to the public members present that in the last Parish Council Meeting there had been a short presentation made by a potential developer for a possible 45 houses to be built in the village. Cllr Hunter, Cllr Haysey and the developer have a meeting next week at East Herts Council Offices about the development.

4. **To receive the Chairman's Report:**

Cllr Downes reported on the issues with Apple Day Care and the Cricket Pavilion. The clerk now has the contract now between the Cricket Club and Apple Day care dated 2016. The contract states that the use is for term time only but the Ofsted report mentions 'occasional use' in the holiday periods. Cllr Morris was concerned that there were anomalies within the contract and that the whole situation needs to be looked into more thoroughly. The clerk explained that she now also has the original contract between the Parish Council and the Cricket Club, which dates back to 2004 and may not now be legally relevant. The contract makes no mention that the cricket Club can 'sub-let' the pavilion to other parties or make use of it for other activities other than cricket. The clerk suggested that we probably need to gain legal advice to update the contract. Cllr Haysey explained that the enforcement team at East Herts Council were aware of the situation and diary evidence will be needed for activities going on outside of term time. Cllr Downes suggested that a formal meeting is needed between the Parish Council and the Cricket Club.

ACTION: To gather further information from East Herts Legal team and Cllr Downes to set up a meeting.

5. **To receive comments from residents and attendees:**

A resident asked if the Chair could give any further information on the possible development of 45 new houses in the village. Cllr Downes explained that we only have a simple plan. There has been no application put forward yet. The resident asked that if the plans went in, would the PC have a public meeting. Cllr Downes answered that in the spirit of openness and transparency we would of course organise an extraordinary PC meeting to invite residents and the applicant. Cllr Haysey explained that the applicant has very little knowledge of the policies surrounding the possible development and that she has not yet found a policy that the potential application adheres to.

A resident asked if the work that is currently being undertaken on the applicants land is related to the above possible development. Cllr Morris explained that this is doubtful and that we believe that it is overhead electric cables being placed underground on the applicants property.

6. **To receive the planning report:**

The latest planning applications document for the village had been circulated to councillors by the clerk and briefly read through by Cllr Downes. (attached at the end of this document). There was unanimously no objection to the application for a single storey rear extension at 7 Henderson Place, Epping Green, 3/17/2529/HH. There was some discussion that if a retrospective application is refused as of that of the car port structure 3/17/1621/HH, do the council follow this up.

ACTION: Clerk to email the No Objection to East Herts Council. Clerk to follow up on application 3/17/1621/HH.

7. **To report on maintenance and repairs to the village hall;**

Cllr Standbrook has received 3 quotations for work needed to be carried out in the village hall. Fairly urgent work needs to be done on the chimney in addition. Cllrs looked through the quotes and unanimously agreed to use RS Bickell & Sons. In the last meeting it was suggested that we have a full survey carried out of the building. It was decided that when the works have started, the PC will ask the contractors to have a look to see if there is any other structural work that needs to be carried out.

ACTION: Cllr Standbrook to organise commencement of works. Clerk to email Sandie Ash to confirm contractor.

8. **To receive a report on open spaces:**

TREES

Cllr Standbrook reported that he had had one quotation for pollarding the trees lining the pavement and playground. Three quotes are needed.

BRIDLEWAYS

Cllr Holt has met with the resident who mentioned at the last meeting that one of the bridleways runs through his land, of which the PC were unaware. The resident was very positive and has taken it upon himself to clear some of the area to make it more accessible. Cllr Downes advised the public present that the PC would like to create an open access circular walk around the village to enable access for pushchairs and wheelchairs. The PC will arrange a walk on a Saturday morning before Christmas for residents to join the councillors on the proposed route.

ACTION: Cllr Standbrook will seek two additional quotations. Cllr Downes to organise a date for the walk.

9. To receive a report on Highway Matters;

Cllr Holt had a meeting with Highways in the last week to discuss possible appropriate locations of SID (speed indicator devices). When the funding pot for these re-opens the PC hopes to have two in the following locations;

- a) Between Stockings Lane and Bucks Alley on Robins Nest Hill
- b) Between the Beehive Public House and Church Road

10. To receive a report from Little Berkhamsted Recreation Committee:

Cllr Hunter reported that we had a very successful and well attended firework Display raising £650.00, The Macmillan coffee morning on the 29th September raised £260.00 and the Quiz Night on 28th October raised 160.00. Cllr Downes thanked the committee for their work.

11. To approve and accept the External Audit Conclusion;

Cllr Downes explained that we recently undergone a lengthy and complex audit procedure which had now been concluded with no issues, thanking the current and previous clerk for their hard work on it. The conclusion was unanimously approved.

12. To sign a form that allows us to change the address on bank accounts; duly signed by all councillors.

ACTION; clerk to post to Natwest.

13. To approve the financial statement and payment of accounts:

Approved unanimously, Cllr Standbrook proposed and Cllr Holt seconded.

14. Matters for future consideration and confirmation of the date of the parish council meeting:

None.

Next Meeting date Wednesday 10th January 2018

15. To receive correspondence:

None

16. To close the meeting: meeting closed at 9.20m.

Laura Brooks-Payne, Clerk
20th November 2017

Little Berkhamsted Parish Council Planning applications/decisions/appeals as of November 2017

Address	Application Number	Comments by:	Brief description	Additional Notes	Little Berkhamsted PC Comments	East Herts Decision & Date
7 Henderson Place, Epping Green	3/17/2529/HH	23/11/2017	single storey rear extension		NEW	
19 Church Road	3/17/2162/PNHH	N/A	single storey rear extension under permitted development		NEW	PRIOR APPROVAL NOT REQUIRED 25/10/17
1 Woodcock Lodge Farm Cottages, Tylers Causeway, Newgate Street	3/17/1817/FUL	13/09/2017	Single storey infill extension, erection of conservatory, alterations of building and erection of additional timber clad outbuilding		NEW	WITHDRAWN 13/10/17
2 Woodcock Lodge Farm Cottages, Tylers Causeway, Newgate Street	3/17/1906/HH	21/09/2017	Single storey side and rear extension		NEW	REFUSED 6/10/17
Hertford Express Asphalt, Water Hall Quarry, Lower Hatfield Road	PL\0861\17	20/09/2017	Proposed application for the re-profiling and extension of an existing soil bund using materials sourced on-site and the continued exportation of a limited volume of waste materials		no objections	GRANTED 18/10/17
Dene Orchard, 5 Little Berkhamsted Lane	3/17/1621/HH	11/08/2017	Construction of car port structure - RETROSPECTIVE		No Objections	REFUSED 8/9/17
Dene Orchard, 5 Little Berkhamsted Lane	3/17/1632/HH	11/08/2017	Replacement of existing coal store lean to structure with new single storey rear extension		No Objections	APPROVED 8/9/17
11 Henderson Place, Epping Green	3/17/1324/HH	17/07/2017	Garage conversion and first floor side extension		NEW	APPROVED 6/8/17
Barn at Garden Cottage, Bucks Alley	3/17/1375/ARPN	07/07/2017	Change of use from agricultural barn to residential dwelling (class 3)		NEW	REFUSED 10/8/17

Die Bottom, Robins Nest Hill	3/17/1556/HH	08/08/17	Conversion of existing store to create additional ancillary residential accommodation and games room.	This is an amendment to the application which was refused; 3/17/0934/HH	NEW	REFUSED
The Beehive, Epping Green	3/17/1306/FUL	05/07/2017	Alterations and ground floor and first floor rear extensions to form a new function suite and staff accommodation		No Objections	APPROVED
Danes Walled Garden, 34 Little Berkhamsted	3/16/2227/FUL	17/10/16	Demolition of parts of existing outbuildings; erection of a dwelling; refurbishment of curtilage listed garden wall and replanting of historic orchard		No comments made	WITHDRAWN 20/10/17