

# LITTLE BERKHAMSTED PARISH COUNCIL

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Minutes of the Parish Council held on 14<sup>th</sup> November 2018 at 8pm in the Village Hall, Little Berkhamsted.

**Present;**

Cllr Hunter – Vice chair and chair of the meeting in Cllr Downes absence, Cllr Standbrook, Cllr Morris, Cllr Chaplin, Cllr Holt, Cllr Latham-Koenig

**In Attendance:** 15 members of the public, Leader of the council Linda Haysey, Laura Brooks-Payne (Clerk)

1. **To receive apologies for absence and approve;**  
District Cllr Ken Crofton, Cllr Ellis Downes
2. **To receive declaration of interest and dispensation:** Cllr Latham-Koenig for The Old Rectory in item 6 and Design of the village signs, item 11.
3. **To approve minutes of Annual Meeting of the Council; Wednesday 19<sup>th</sup> September 2018:** Unanimously approved, proposed by Cllr Standbrook and seconded by Cllr Latham-Koenig, Cllr Hunter signed the minutes.
4. **To receive questions and comments from the public: none**
5. **To receive the chairman's report; In** Cllr Downes absence, Cllr Hunter read out a report from Cllr Downes; Cllr Downes apologised that he could not be at the meeting and updated on the following;
  1. There is significantly less use by the Cricket Pavilion by Apple Day Care at the moment. The PC are unsure why.
  2. Cllr Downes has spoken to the new Chairman of Little Sahibs at the Cricket Club discovering that the committee has been reformed with new roles. Their AGM is this Saturday at 7.30pm in the cricket pavilion. The new chairman will meet with Cllr Downes soon and is keen to work alongside the PC.
  3. The recent litter pick was not successful – Cllr Downes was called overseas at short notice among other reasons. Cllr Downes suggested another attempt.
  4. In reference to the current issues with potential unlawful planning at the Walled-Garden, the East Herts District Council (EHDC) enforcement team went to the site today for an inspection. Cllr Downes called this afternoon to find out more to no avail as staff had gone home.
6. **To receive the planning report;** Clerk had circulated the latest planning application report prior to the meeting. Clerk went through the new plans and it was unanimously agreed that there was no objection to The Old Rectory application number 3/18/2381 and to request adequate plans to enable the PC to make a decision on the application at 44 Church Road, 3/18/2367.

Cllr Haysey had passed information to the clerk on the development at The Walled Garden. The clerk reported on the enforcement officers visit today; there are no mobile homes on site. There is a large stable block on site, clearly seen on the council's aerial photos of 2010. There is a small building in the walled garden which has been there from

at least 2016 which gives the owner storage and a place to make a drink while on site. EHDC are satisfied at this time that there has not been a breach of planning but have sent the owner a planning contravention notice which is a formal request to clarify a few points and can be relied on at a future date.

The owner was in attendance at the meeting and he explained the work that had been going on was renovation of the stable block.

**ACTION** – clerk to email EHDC the above comments on new applications.

- 7. To report on the Village Day litter picking event:** Cllr Hunter reported that only 5 people took part. The event was successful but a poor turn out. It was suggested to carry out the event again in the spring with better advertising and for Cllrs to take part. Cllr Morris thanked those who had attended.
- 8. To receive a report on open spaces:** Nothing to report
- 9. To receive a report on Premises management – Hall, Cricket Club and Apple day Care usage;** Cllr Standbrook reported that the carbon monoxide detector had been installed in the Village Hall cottage and the chimney had been swept. The Pavilion smoke detectors had been checked. The village hall cottage needs an electrical check. Cllr Standbrook noted that a new agreement between the cricket club, apple day care and the PC was much needed. It was understood that Cllr Downes would be in attendance at the Cricket Club AGM on Saturday.

**ACTION** – Cllr Morris to arrange to carry out the cottage electrical check.

- 10. To receive a report on Highway Matters; to include update on SID's;** Cllr Holt reported that he has submitted a proposal to EHDC funding for two speed indicator devices (SID's) of which the closing dates for applications is 19<sup>th</sup> November. He will report at next meeting. Cllr Holt mentioned that during the litter pick he used his trailer to remove three car bumpers from the side of the road and therefore having SID's in place may well help the cause. Cllr Morris reported that at the bottom end of Bucks Alley which is a private road, contractors working on that area have damaged the public part of the road. Cllr Morris has reported this. It was suggested that a 'NO HGV' sign or similar could be considered in the area.

**ACTION:** Cllr Holt will investigate the possibility of a 'no heavy vehicles' sign and report to councillors when a decision is received on the funding for the SID/s.

- 11. To approve the cost of new Village signs and associated works;** Clerk had circulated the quotation costs that Cllr Latham Koenig had sought prior to the meeting. It was agreed to use 'Make me Something Special' for three oak village signs at a cost of £2780 plus vat. This was approved by Cllr Chaplin and seconded by Cllr Morris. To remove the existing signs and erect new ones, it was agreed to use Rogers (who Cllr Latham-Koenig had previously used, and recommended) at a cost of £1290 plus vat. This was approved by Cllr Morris and seconded by Cllr Chaplin. Cllr Latham-Koenig's design fees for the work were £900. This was approved unanimously. Cllr Standbrook questioned the use of unseasoned oak and had concerns for the longevity of the painted areas of lettering on the bare oak. It was suggested that a maintenance schedule was appropriate.

**ACTION** – Cllr Latham-Koenig to liaise with the contractor as to what a maintenance schedule would need to include and to order the signs. Clerk to add the item to the budget/precept.

- 12. To receive a report from Little Berkhamsted Recreation Committee:** Cllr Morris explained that a Health and Safety Risk Assessment was taken out for the forthcoming firework display before the event. It was discovered that the recommended distances for the viewing area were not adequate so the display area would have had to be relocated. Regrettably there were not enough marshals to safely run the event this year and it did not go ahead. Next year the planning process would be started earlier to ensure that enough marshals were taken on to safely run the event.  
The Christmas Ball will be on the 15<sup>th</sup> December and held at Essendon Golf Club. Residents should contact Sandie ash for more information if interested in going. Cllr Morris reiterated that Sandie Ash will be standing down as chair of the recreation committee and thanked her again.
- 13. To approve the financial statement and payment of accounts;** Clerk had circulated the latest accounts before the meeting to Cllrs which were proposed by Cllr Standbrook and seconded by Cllr Chaplin. Cllrs signed the invoices and bank statement.
- 14. To approve dates for 2019 PC Meetings;** Clerk had distributed these prior to the meeting, as follows; 16<sup>th</sup> January, 20<sup>th</sup> March, 8<sup>th</sup> May, 17<sup>th</sup> July, 18<sup>th</sup> September, 20<sup>th</sup> November. Dates were approved.
- 15. Matters for future consideration and confirmation of the date of the parish council meeting on Wednesday 16<sup>th</sup> January 2019 at 8pm:** None and Confirmed.
- 16. To receive correspondence;** Clerk reported that the HAPTC renewal subscription had been received to allow for it in the forthcoming budget. A letter had been received from EHDC explaining that the East Herts District Plan had been adopted by the council on 23<sup>rd</sup> October 2018. Cllr Linda Haysey explained that this meant that as Little Berkhamsted was a low category village, only infill development would be allowed and that the district plan goes up to 2033.  
A letter had been received from the Citizens Advice Bureau (CAB) asking for help with their service. Cllrs agreed to donate £50.  
A letter had been received by the Chair and Clerk from solicitors Irwin Mitchell relating to an alleged personal injury case having occurred on the recreation field. Clerk and Chair are currently gathering more information. Clerk has advised the PC insurance company.

**ACTION** – Clerk to arrange the donation to CAB.

- 17. To close the meeting;** Meeting closed at 9.06pm.

Laura Brooks-Payne, Clerk  
20<sup>th</sup> November 2018