

# LITTLE BERKHAMSTED PARISH COUNCIL

---

Minutes of the Parish Council held on 16<sup>th</sup> January 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

**In Attendance:** 7 members of the public, Leader of the council Linda Haysey, Laura Brooks-Payne (Clerk)

- 1. To receive apologies for absence and approve;** Cllr Morris (attending another council meeting), Dist. Cllr Ken Crofton
- 2. To receive declaration of interest and dispensation;** None
- 3. To approve minutes of the Parish Council Meeting of the Council; Wednesday 14<sup>th</sup> November 2018;** Cllr Downes briefly went through the last minutes, it was noted that the clerk had not been able to donate to Citizens Advice Bureau (CAB) as there was insufficient information on the letter and despite gaining a telephone call and an email address had not got any further, it was thought the letter may be a scam. Linda Haysey kindly advised that she would pass the information through to CAB because their offices are within EHDC offices. Minutes were proposed by Cllr Standbrook, seconded by Cllr Holt and signed by the chair.
- 4. To receive questions and comments from the public;**

Two residents reported the increase of dog poo on the central village pavements and especially the alleyway running from the village shop to Goddards Close. It was noted for obvious reasons that it was likely the same large dog on frequent occasions. It was noted there is no dog warden for EHDC and signage was discussed and the possibility of another dog waste bin.

**ACTION** – clerk to produce a poster and send to Cllr Hunter for lamination to put up on the surrounding fences and along the alleyway. The possibility of siting a new dog waste bin will be added to the next agenda for discussion.

The same residents were also concerned that the street lighting is not working on the same alleyway which does not help the cause. It was noted that the lighting is owned by Sanctuary Housing.

**ACTION** – Clerk to contact Sanctuary Housing to advise 3 out of 4 of their street lights are not working.

A resident reported an overgrown hedge on the corner of Robins Nest Hill.

**ACTION** – Cllr Chaplin will email the clerk contact details for the resident so that they can be contacted.

5. **To receive the chairman's report:** Cllr Downes reported that the PC has a potential insurance claim for an accident with the cricket square poles. A young boy having had teeth knocked out whilst falling off a bicycle. The insurance company have been advised to contact the Cricket Club.
6. **To receive the planning report;** clerk had circulated the latest applications prior to the meeting. Cllr Downes briefly went through them. Cllrs decided unanimously that they had no objection to the two new applications for The Gage in Bucks Alley, numbers 3/18/2754/VAR and 3/18/2728/LBC.

**ACTION** – clerk will email planning the comments of no objection.

7. **To discuss PC communication;** A resident in the last meeting reported that the communication from the PC's activities could be improved. Cllrs agreed that the PC could actively do more, perhaps in the form of more information in the parish magazine (deadline for monthly articles is 12<sup>th</sup> of every month), website, noticeboards and notices in the village shop.

**ACTION** – Cllr Latham-Koenig will look into this.

8. **To receive a report on open spaces;** Cllr Holt reported that he had received an email from Nick Maddox informing the PC that the sign was to be replaced by the Ashfield Farm footpath. They will be meeting in the next week to discuss the kissing gate into church field and will also discuss the style on the entrance to the church field opposite the footpath with a view to making both wheel and pushchair accessible.
9. **To update on progress with new village signs;** Cllr Latham-Koenig advised that the village signs had been ordered and paid for and were due for delivery at the end of January. The positioning of the signs was discussed. It was agreed that this needs to be looked at in even more detail to get the signs in in exactly the right locations. It was also noted that planning permission needs to be sought on highways land to place the signage. Cllr Downes will approach the owner of the land where the sign will be most useful.

**ACTION** – Cllr Latham-Koenig will continue the project finding suitable sign locations. Cllr Downes will approach the owner of the land.

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

**10.1 Village Hall** – Cllr Standbrook reported that Cllr Morris will be carrying out the electric tests in village hall and pavilion.

**ACTION** – Cllr Standbrook will obtain a date for the work to be carried out.

### **10.2 Cricket Club pavilion roof repair, contract, potential Insurance**

**Claim:** Cllr Downes reported that he had spoken recently to the new Chair of the cricket club on the phone. He would like to work alongside the PC creating a new contract, and they are keen to apply for grants to refurbish the pavilion. The clerk reported that she had received a phone call over the Christmas period from one of the members who advised that he had just paid £400 for a repair to a leaking pavilion roof. They were advised and agreed to attend the meeting to discuss the matter further but there were no cricket club members present at the meeting. Insurance claim already reported in item 5.

**ACTION;** Cllr Downes to arrange a meeting with the Chair of the cricket club with Cllrs before the next meeting. Clerk will contact Herts Sports Partnership to enquire as to whether there is a template contract available. Cllr Linda Haysey offered her help with this.

**10.3 Apple Day Care usage and contract;** Usage of the pavilion had dramatically reduced because another venue is being used.

**11. To receive a report on Highway Matters:** Cllr Holt is awaiting a decision on the PC receiving funding for the speed indicator devices (SID's) which is expected by the end of January. Cllr Holt also reported that the cost for signage for the junction of Bucks Alley and Robins Nest Hill 'no HGV' would amount to approx. £2000.

**12. To receive a report from Little Berkhamsted Recreation Committee;** There has been no recent meeting but there will be one next week.

**13. To discuss upcoming elections;** Clerk reported that all Cllrs will be up for re-election in May after 4 years service. The nomination forms will be available from March from East Herts Council. For more information on what it involves to be a councillor to contact the clerk.

**ACTION;** Clerk left posters with Cllr Hunter to put in the shop window, on noticeboards and in the village hall. Clerk will add information to the website and the parish magazine.

**14. To approve the financial statement and payment of accounts and approve the budget/precept for 2019-2020;** Clerk had distributed the accounts prior to the meeting. Cllr Downes went through them briefly explaining that they look healthy. These were proposed by Cllr Chaplin, seconded by Cllr Holt and signed by the chair.

Clerk had distributed a suggested budget and precept. Cllrs discussed this and decided to increase the precept for 2019-20 by 5% on last year bringing the total

that the clerk will ask EHDC for 2019-20 to £9800 for the period. Cllrs signed the precept form and clerk will send the form to EHDC

- 15. To approve new date for May meeting being 15<sup>th</sup> May due to election timings;** approved.
- 16. Matters for future consideration and confirmation of the date of the parish council meeting on Wednesday 20<sup>th</sup> March 2019 at 8pm;** none, date confirmed.
- 17. To receive correspondence(for information only);** clerk had received a CD and letter on Hertfordshire Minerals Local Plan.
- 18. To close the meeting;** Meeting closed by Cllr Downes at 9.20pm.

Laura Brooks-Payne, Clerk  
22<sup>nd</sup> January 2019.

DRAFT