



## LITTLE BERKHAMSTED PARISH COUNCIL

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Minutes of the Parish Council Meeting held on Wednesday 15<sup>th</sup> January 2025 at 7.30pm in the Village Hall in Little Berkhamsted.

**Cllrs present:** Cllr Hunter (Vice-Chairman), Cllr Standbrook, Cllr Fellowes, Cllr Cookson

**Cllrs not present:** Cllr Morris, Cllr Eaglestone

**Others present:** Parish Clerk – Laura Brooks-Payne, Cllr Bob Deering, 6 members of the public

- 1. To receive apologies for absence and approve:**  
Cllr Ken Crofton, Cllr Morris, Cllr Eaglestone – approved
- 2. To receive declaration of interest and dispensation:** None
- 3. To approve minutes of the Parish Council Meeting held on Wednesday 20<sup>th</sup> November:**  
unanimously approved
- 4. Chair Welcome:** Cllr Hunter, Vice Chair, welcomed all present to the meeting in the Chairs absence

### **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.***

- 5. To receive questions and comments from the public:**  
Jimmy who lives at Red Cottage in Howe Green explained that he has two applications currently with East Herts planning for permitted development on the property. Alan, a planner accompanying Jimmy handed out plans. Alan explained that pre-application advice for original plans were not favourable, so permitted development planning applications have been submitted instead. Alan explained with the use of plans handed out, that permitted development options are not the householders preferred way forward because it will mean building various outbuildings, and awkward looking additions to the existing property. Jimmy explained and showed Cllrs plans that the preference is to demolish the building and build a larger family home. Jimmy attended to explain this position to Cllrs and noted another two permitted applications are likely to come through to the PC as consultees.

Sandie advised that she has been approached by several members of the public to use the hall regularly. However, they have asked where the hall is because it is not obvious and suggested new signing. Sandie will speak to Cllrs in due course on her ideas for this.

### **Standing Orders reinstated**

- 6. HIGHWAYS**

Cllr Standbrook reported that several road signs are covered with foliage. Cllr Fellowes will send photos to his contact at Highways.

- 6.1 To update on traffic calming implementation:**  
Cllr Fellowes reported that he has been in contact with Highways. We are now awaiting for a feasibility study to be carried out.

## **7. PLANNING**

- 7.1 To receive & discuss the latest Planning Report circulated by the clerk:**  
The Clerk briefly went through the applications that had been decided since the last meeting. Bob Deering had advised the Clerk that Cllrs in Bayford are very concerned re the Bellswood development. They have requested a meeting with EH planning dept.  
Clerk will email the Clerk at Bayford with our support, and suggest representation from Little Berkhamsted Cllrs at the meeting.

## **8. OPEN SPACES**

- 8.1 To report on playground issues, including Playground inspection:**  
Cllr Standbrook reported that the playframe and playhouse require repair. This will cost circa £1200. This was unanimously approved.
- 8.2 To update on new hard standing area to the front of the pavilion:**  
Cllr Standbrook advised that work will start when the weather improves.
- 8.3 To update on refurbishment of the goal mouth on the recreation field:**  
Cllr Standbrook advised that work will start when the weather improves.
- 8.4 To discuss possible planting around village signs:**  
This item will be deferred to later in the year.
- 8.5 To further discuss maintenance of highway hedges:**  
Cllr Fellowes advised that some hedging has been cut back. Cllr Morris has sent a letter to Mrs Vavarides to ask her to trim the highway facing hedging on the land she owns. The PC have not received a reply. The Clerk will email the letter again to the landowner. Cllr Morris will liaise with highways in order to get the hedging cut as a matter of urgency.
- 8.6 To discuss and approve new waste bin for the playground:**  
The Clerk advised that a larger waste bin had recently been purchased. This will be installed in due course. The expenditure was unanimously approved. Cllr Hunter will ask Simon Hedley to carry out the installation.

## **9. PREMISES MANAGEMENT**

- 9.1 To update on advertising for both venues:**  
It was agreed to defer this to the next meeting.
- Village Hall**
- 9.2 To update on maintenance work carried out:**  
Cllr Standbrook advised that the doorknob has been repaired.  
It was noted that there is a build up of condensation on the wall in the bedroom of the cottage which will be investigated further for possible repairs.
- 9.3 To update on repair of damage caused by the Limes boiler flue:**  
Cllr Standbrook advised that Simon Hedley had started the work, however, the alterations to the boiler flue have not worked and the repair work has been compromised. The putty and paint have been damaged. Simon has put temporary protection in place over the window. Going forward, Cllr Standbrook has suggested to the owners that an expert opinion is sought to find a solution. Awaiting reply.
- 9.4 To update on new heater installs:**

Cllr Standbrook reported that new heaters have now been installed. They are much more efficient. It was agreed that Sandie will switch them off if the hall gets too hot. It was agreed not to go ahead with remote controls for the new heaters at the present time.

**9.5 To discuss repairs to chimney stack & cottage roof:**

Cllr Standbrook has received 2 quotes for the damp on the chimney stack in the cottage and associated works. The additional quote is awaited.

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

**9.6 To receive latest report on the C & C Pavilion:**

Cllr Hunter advised that the Cricket Club (CC) are yet to clear the bar area. Cllr Hunter will liaise with the CC to carry this out before a deep clean can take place.

It was noted that the company that have signed a contract to do Llama walks have not started yet. The Clerk will email the owner of the company.

The light at the far end of the pavilion is not working, The Clerk will ask Cllr Morris to look at this.

**9.7 To update on maintenance work that has been carried out:**

Cllr Standbrook reported that maintenance work is required on the gutters and will be carried out in due course.

**9.8 To discuss the offer from EHDC re Climate change & sustainability project:**

Cllr Standbrook reported that the grant has come through. The insulation work is starting on 22<sup>nd</sup> January.

**9.9 To update on the painting of the exterior of the pavilion:**

Cllr Standbrook advised that quotes had already been sought and agreed. It was unanimously agreed to go ahead with the work when the weather permits.

**9.10 To discuss potential new contract for 2025 for Apple Daycare (ADC):**

The Clerk reported that ADC had been in contact with her regarding using the building from 7:30am to 6:30pm on Tuesday to Thursday from March/April going forward. Cllr Morris has liaised with the immediate neighbour who is happy with this arrangement. Cllrs unanimously approved the hours/days. In addition, it was noted that noise needs to be kept to a minimum and that a gate key could be provided for safe parking on the field. The Clerk will contact ADC.

**9.11 To update on 2025 contract with the Cricket Club:**

Cllr Morris will be organising a pre-season meeting with the club.

**Bus Shelter**

**9.12 Updates on maintenance work etc:** Nothing to report

**War Memorial**

**9.13 Updates on maintenance work etc:** Nothing to report

**10. To receive the latest Crime Report:**

The clerk had circulated the two latest crimes reports for November and December.

16/11/2024 Interference with a motor vehicle, Little Berkhamsted Lane.

27/11/2024 Criminal damage Robins Nest Hill as a result of a fail to stop road traffic collision.

Residential Burglaries are expected to have increased at this time of year, there has been a slight upward trend in crimes such as shed break ins and theft from motor vehicles, particularly van break ins.

Please always ensure doors and windows are always closed and locked, and do not leave any valuables on display or tools in vans.

The East Herts Neighbourhood Policing Team have been involved in identifying numerous patrols, in particular in the early to late hours of the evening in response to Hare coursing and poaching across areas of East Herts. This has been a positive result with 3 x person being stopped in a vehicle just before Christmas believed to be involved in poaching.

If you need to report a crime in progress, please call 999, for all other please use 101 or online reporting <https://www.herts.police.uk/ro/report/ocr/af/how-to-report-a-crime/>

- 11. To update on new PC Website:** Website is yet to be published. In Cllr Morris's absence, this item was deferred to the next meeting
- 12. FINANCE**
  - 12.1 To approve latest accounts summary circulated by the Clerk:**  
Unanimously approved and signed.
- 13. Items for future consideration:**

Agenda item to discuss ways to improve condensation build up issue in the cottage bedroom.  
Agenda item to discuss Surveyor contact with the Clerk to potentially reduce business rates for the Pavilion  
Agenda item to discuss repairing the hole on the alleyway to the back of the Five Horseshoes pub  
To discuss the uneven alleyway between Goddards Close to Church Road
- 14. To approve the date of the next Parish Council meeting Wednesday 19<sup>th</sup> March:** approved
- 15. To close the meeting:** Cllr Hunter closed the meeting at 8.55pm.

**Mrs Laura Brooks-Payne**  
**Parish Clerk - Mrs Laura Brooks-Payne**  
**Email: [clerk@littleberkhamsted.org.uk](mailto:clerk@littleberkhamsted.org.uk)**