

Minutes

Ordinary Parish Council Meeting

Held on Monday 8th April 2024
Time: 7.30 pm
Venue: Hertford Heath Village Hall.
Present: Cllrs Drake, Duggan, Fogden.
 2 Members of public and Cllr Hoskin



Reference	Agenda Item	Resolved/Action
2024.01	<p>Public question time. Member of public raised a question about the buses failing to inform residents that they would not be running through the village due to the emergency road closure by Thames Water on the 5th-11th April. Many residents were left without means to travel to neighbouring towns and had to catch taxis. This raised the issue that Uno buses do not communicate well, and passengers are often left waiting at bus stops. Cllr R Duggan said that she had raised a complaint with HCC Highways. The parish council will do so too. Member of public requested that the accounts for the parish council are published as per our Transparency Statement. Agreed that only the last year will be published and it will be carried out by the clerk.</p>	
2024.02	To receive and accept apologies for absence.	None
2024.03	Declaration of Members Interests and dispensations.	None
2024.04	<p>Review application of potential new councillor. Received an application from Rosemary Bolton.</p>	
2024.05	<p>Candidate asked to leave the room to allow the council to decide. Rosemary Bolton left the room.</p>	
2024.06	<p>Decision regarding co-option of new councillor. All councillors in agreement to co-opt Rosemary onto the council.</p>	All agreed.
2024.07	<p>Co-opted councillor asked to complete Acceptance of Office and Declaration of Interest forms and then take a seat on the council. Rosemary Bolton joins the meeting.</p>	Completed and approved.
2024.08	<p>Additional member needed for the HR Committee. Rosemary Bolton offers to sit on the committee.</p>	
2024.09	To confirm the minutes of the ordinary parish meeting on 15th January 2024.	All approved
2024.10	<p>To receive reports from outside bodies.</p> <ul style="list-style-type: none"> • Crime report received from East Herts Rural Police for February and March 2024. 2 X Theft 1 X Threats to Destroy Property 1 x vandalism to car Clerk reported that there had been reports of items being stolen from sheds in Harrington Court in the last week. Reports of youths loitering by the allotments and one holder stating that some items are missing. These incidents have been reported to the police. • East Herts District Councillor Tim Hoskins reported the following. <ul style="list-style-type: none"> ▪ EHDC will be revisiting the Local Development Scheme (LDS) which sets out the timetable for the preparation of planning policy documents which shape the future of the District. EHDC has agreed that the District Plan 2018 needs updating. Formal work will commence at the end of 2024 under the new planning system. 	

	<ul style="list-style-type: none"> ▪ The Council has agreed that the District Plan 2018 needs updating. The Call for Sites will inform this update and is an opportunity for landowners, developers, agents, and site promoters to tell the Council about sites which they feel have the potential for development. This will be launched in April/May 2024. ▪ Changes to the waste and street cleansing services operated jointly by East Herts and North Herts Councils were agreed and will come into operation in May 2025. Changes can be found on EHDC website https://www.eastherts.gov.uk/latest-news/2023/changes-waste-collection-services-2025 ▪ East Herts Council has installed Airscan monitors in three areas in East Herts where air quality does not meet national clean air standards: Bishop's Stortford (Hockerill Junction), Hertford (Gascoyne Way) and Sawbridgeworth (London Road). ▪ Consultation on parking – parking policies will change to look at active travel, and improve quality. Level up on charges for car parking. ▪ Informed the council of the availability of the Hyper local environmental grant 	
2024.11	Approve monthly accounts for January and February 2024 and agree bank reconciliation.	All approved.
2024.12	<p>Receive an update on the H & S for football hut – Cllr Drake</p> <p>Cllr Drake reported that in the coming season two junior coaches and some players are going to play for the seniors.</p> <p>There is a backlog of games to be played due to many games being cancelled because of flooding in the goal mouths. This has now been rectified by the team.</p> <p>H&S – Cllr Drake has carried out some minor repairs. Football team have arranged a working party to carry out outstanding issues on Saturday 20th April. Update on next agenda.</p>	
2024.13	<p>Receive an update on the village green improvement project – Cllr Duggan</p> <p>We have received 3 quotes for the installation of the pathway. The improvements will be carried out in 3 phases. F</p> <p>1st phase – installation of accessible pathway</p> <p>2nd phase – installation of power on the green.</p> <p>3rd phase – community contribution offset.</p> <p>Look at putting together a working group to assist with this project.</p>	Clerk to action
2024.14	<p>Grant application from the Fireworks Committee to cover insurance for 2023 display.</p> <p>All councillors agreed to grant funding of £381.00 to the Fireworks Committee. Clerk will look at including the fireworks event in the parish council insurance for the coming year.</p>	All in agreement. Clerk to action
2024.15	<p>Allotment update and confirm allotment rent for 24/25.</p> <ul style="list-style-type: none"> • 5 vacant plots remain. Two have been allocated today. • Photographs of plots when allocated will be taken as a record. • Suggest photos of plots on a monthly basis as a record of how they are being looked after and to act as the report. • Suggest putting plot number stakes on plots to easily identify. Tim Hoskins from Sustainable Hertford Heath has offered to make these for us. • Report of items missing from Plot holder 05/04/24 and report on Facebook of youths acting suspiciously around allotments. plot holders have been emailed and posted on their Facebook page that if anyone is missing anything to let us know. • Pond on the allotments is going to be maintained and cleared by a resident FOC. Just awaiting clarification on whether newts are present. • Most plots which are allocated are beginning to show signs of work. Will reassess next month. 	

	<ul style="list-style-type: none"> Sent payment reminder to allotment holders. 5 outstanding. <p>Agreed to not increase the allotment rental.</p>	All in agreement.
2024.16	<p>To review the playground inspection report from February 2024. No remedial work required.</p>	
2024.17	<p>To consider planning applications from 10th January to 2nd April 2024. Erection of part single, part two storey rear extension. Construction of front porch. Alterations to fenestration, installation of Juliet balcony. Open for comment: 11 Downfield Road Hertford Heath Hertfordshire SG13 7RX Ref. No: 3/24/0218/HH Received: Wed 07 Feb 2024 Validated: Fri 23 Feb 2024 Status: Awaiting decision</p>	No comments
2024.18	<p>To consider planning applications from 11th January to 2nd April 2024. None</p>	
2024.19	<p>Chairman's announcements. None.</p>	
2024.20	<p>Clerk's Report</p> <ul style="list-style-type: none"> Year End, Internal and external audit to be arranged. Internal audit initial meeting arranged for 7th May. Payroll company has been taken over. New portal for payroll. Clerk not happy with process. HR Committee to look at alternatives. Pension submissions - LPPA portal still not user friendly. Clerk awaiting assistance from Civica regarding submissions. Grass cutting - Summer timetable started in March. Flooding opposite Haileybury – Land that is flooded adjacent to the road is owned by Haileybury. Cllr Hoskin has already written to Cllr Kaye regarding this and other areas in the village which are prone to flooding due to poor drainage. Parish council to support this complaint by writing to Cllr Kaye and Haileybury. Allotment pond - Sample water sent away for analysis to check whether newts are present. Analysis takes a month. If none are present work can start asap, if there is evidence of newts then work cannot start until November. Potholes – Parish council to write to HCC Highways regarding potholes in Downfield Road. 	
2024.21	<p>Items for social media and newsletter.</p> <ul style="list-style-type: none"> Working group for Village Green improvements. Call out for more councillors - Mystery around what a parish councillor does. Share positive stories on things we have achieved over recent years. Introduce and welcome Rosemary. 	
2024.22	<p>Items for next parish meeting.</p> <ul style="list-style-type: none"> Community transport update Bus service update H&S football hut update Village green improvement update Possible development of park 	

Meeting closed at 20.38

Signed..... Date.....