

Little Hadham Parish Council

Minutes of the 34th meeting of the **Little Hadham Parish Council** (2015 – 2019 Session) held on Tuesday 4th September 2018 at 8:48 p.m. in the Village Hall, Little Hadham.

Present:	Mrs E Lloyd-Williams	Chair
	Mr G Pearson)
	Mr N Wardrop) Councillors
	Mrs M Wilkinson)

Mr B Evans – acting Clerk, Ms Carole Page – incoming Clerk and 12 members of the public including EHC Cllr Geoff Williamson.

- 33.1. Absent.** Cllr Hoodless [holiday] and Cllr Tooke [holiday].
- 33.2. Declarations of interest by councillors on any items below.** None.
- 33.3. Democratic ten minutes.**
A resident asked when the Village Hall playground hedges would be cut. The Clerk said about mid-September when the birds had finished nesting.
- 33.4. Minutes of the Parish Council meeting** held on Tuesday 3rd July 2018 to be agreed and signed as a true record. Agreed.
- 33.5. Matters arising from the minutes.** None.
- 33.6. Highways**
- 33.6.1.** Outstanding road repairs and potholes. The Chair read a report from Cllr Pearson. [Appendix 1]. Cllr Wardrop said that many of the gullies on the A120 were blocked. This could lead to flooding at the traffic lights and outside the school as well as making the road icy in the winter. Cllr Pearson said that Herts Highways planned to clear gullies and drains in the coming weeks. He said that residents should keep records of parking issues on Chapel Lane over the next few months when the work at the former chapel was carried out.
- 33.6.2.** Bypass. The Chair reported that the public enquiry into land purchase and alterations to roads and rights of way had been held and the inspector's report was expected imminently. The conditions in the planning consent were being worked on and a short list of possible contractors was being prepared. Work was expected to start early 2019 with the road opening early 2020.
- 33.7. Environment affairs**
- 33.7.1.** Condition of footpaths. No report.
- 33.7.2.** Inspection of trees for which the Council is responsible. No report.
- 33.8. Playing fields and young people's needs**
- 33.8.1.** Playground conditions. Cllr Tooke had reported that the playgrounds were in good condition though he had to recover a litter bin from the river where it had been thrown after a fire had been burnt in it.
- 33.8.2.** Repairs to the zip wire to prevent staining of children's clothes. Cllr Wardrop said that it appeared that oily water was being trapped between the seat and the sleeve covering the chain. This dirty water was being squeezed out by the

- weight of children sitting on the seat. He proposed the Council buy a new seat at a cost of £86.00 inc VAT. Agreed. Action Clerk
- 33.8.3.** Cllr Tooke had reported that the playground gate had arrived and the fitting should be carried out imminently.
- 33.9. Community**
- 33.9.1.** Damage to kiosk. The Chair said the replacement window had been delivered to Cllr Wilkinson's husband who had agreed to make the repair.
- 33.9.2.** Cradle End Bus shelter – quotation for fitting window. No report. Action TH
- 33.9.3.** Maintenance of the parish defibrillator. Cllr Pearson assured members that the device was in a clean state. He noted that the Village Hall had arranged a demonstration for Hall Management members.
- 33.9.4.** To consider a request from the History Society for a donation of £200 towards a computer projector. Chair to follow up. Action ELW
- 33.10. Consultations and Public Relations**
- 33.10.1.** Progress on plans for a lunch for elderly and isolated residents using a £300 grant from the Stansted Airport Passenger Community Fund. The Chair said she had yet to speak to Mr Chris Bhatt. She had spoken to Cllr McAndrew who had agreed to add £200 from his community fund to the project. Action ELW
- 33.10.2.** Neighbourhood Plan. The Chair said that there had been no meetings since the last Council meetings. She said she would act as Chair until a replacement could be found. She said that the parish character assessment should be ready for the next Council meeting. She said the owners of the former GSK site were keen to speak to the committee. From the floor, Cllr Williamson said that housing developments at the site would be contrary to policy. The developers had gone quiet recently and it appeared they were hoping to get some local support. Cllr Wardrop said it was important to get more residents to join the committee.
- 33.11. Significant external factors**
- 33.11.1.** Noise from aircraft using Stansted Airport. No report.
- 33.11.2.** Report from Stansted Airport consultation meeting. The Chair said that Mr Nigel Pay was attending meetings.
- 33.11.3. Flooding**
- 33.11.4.** Cllr Pearson said that the Environment Agency had cleared the river bed at his request.
- 33.12. Security**
- 33.12.1.** Cllr Wilkinson read a police report. [Appendix 2]. Cllr Pearson encouraged residents to report incidents using the 101 phone number.
- 33.13. Parish Council**
- 33.13.1.** Progress on appointing a replacement Clerk. The Chair said that the handover was proceeding. Both Mr Evans and Ms Page would be paid this month. Ms Page is the Council Financial Officer and will be able to view the Council bank account and set up payments. Agreed. Action BME

33.13.2. Progress on the removal of historic Council documents to the County Archive. The Chair said she would chase this matter.

33.14. Allotments.

33.14.1. To consider removal of newly planted fruit trees. The Chair said this would be dealt with at the next meeting. Action TH

33.15. Chair's report.

33.15.1. Nothing extra to report.

33.16. Clerk's Report

33.16.1. Financial statement

Period ending 4th September 2018

Unity Trust Bank		£26,872.27
Petty cash		£25.17
	Total	£26,897.44

Included above

Received

HM Revenue & Customs	VAT refund Neighbourhood Plan	£160.00	
	VAT refund Council	292.66	£452.66
Stansted Airport Passenger Community Fund.	Donation to Christmas Lunch		£300.00

Paid

Anne Wright Graphic Design	Deposit Walks leaflet		£500.00
CDA for Herts	Annual subscription		£45.00
P Knott (Mower Services)	One cut playing fields July		£121.00
EHC	Playground inspections		£104.64
Staff salaries	July		£430.97
Clerk's expenses	July		£17.00
Seiretto	Web hosting and domain registration		£272.40

Uncleared cheque

Mothers & Toddlers donation			£100.00
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To be agreed

Received

Eastern Power Networks	Millfield Lane easement		£7.61
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To Pay

P Knott (Mower Services)	2 cuts playing fields grass August		£242.00
Staff Salaries	August		£409.01
PKF Littlejohn LLP	External audit		£240.00
Mrs E Lloyd-Williams	Kiosk window		£22.68
Clerk's expenses	August		£20.60

Total payments **£934.29**

Total in all accounts and petty cash after payment of this month's bills £25,870.76

33.16.2. Proposed to accept payment of accounts. Agreed.

33.16.3. Proposed to accept the accuracy of the financial statement. Agreed.

- 33.16.4.** Audit 2017/18 The Chair said that the external auditors had completed their consideration of the Council accounts and had raised no issues. She proposed that the final audit document be accepted. Agreed.
- 33.17.** **Planning matters.** The transactions of the Planning Committee were noted.
- 33.18.** **Date of next ordinary Council meeting – Tuesday 4th September 2018.**
- 33.19.** **The Chair closed the meeting to the Public and the Press at 9:46 p.m.**

Appendix 1 Highways and Flooding Report

Also, following numerous requests from myself and a Standon Road resident to BT, the BT kiosk at Standon Road A120 is due for removal this week and hopefully will be gone by the time of the meeting.

Date	Issue	Location	Done	Details	Highway Ref
12/01/2016	Drainage	A120 from Church End through to the traffic lights and up to Albury End turn.	NO	Regular issue with drains blocked causing water to back up and run on the road surface reducing the available road space, and making difficult conditions for cyclists. This water on the surface regularly freezes in icy conditions causing additional skid hazards. 04/02/16 Highways website says work scheduled. 13/02/16 Referred again to County Councillor Graham McAndrew 01/04/16 No Progress 01/05/16 No Progress 01/06/16 No Progress 21/11/16 Update from Highways that CCTV checks will be done between 5th-12th Dec overnight to identify how the drainage systems work, what issues are present, and what will be included in their rolling 18mths programme of works. 06/06/17 works identified now form part of the bypass reroute of drainage. Item ongoing for by pass completion. 25/08/18 further flooding and blockage of drains reported to Highways and County Councillor by Cllr Wardrop.	2O1007644901
28/07/2018	fly tipping	new road	yes	pile concrete in lay by. Now removed	4O1000036079
28/07/2018	yellow lines	Chapel Lane	yes	yellow lines requested to assist residents who have their drives blocked, and also the state of the laybys being built for the Old Chapel. Highways say that the laybys form part of the planning application that was agreed and at this stage do not agree to a need for yellow lines as the laybys for the new householder would have the effect of stopping parking opposite. They advise to report any new blockages on their website.	4O1000036279
06/08/2018	flooding	C15 J/W Ridgeway	yes	a lorry lost part of its hay load leaving it at the side of the road where it will block the drainage gulleys and be washed into the ditch causing flooding. Highways decided it was safe to leave it and said they would take no further action. The road flooded during the next thunderstorm and a householder had to paddle through it in order to get home and then went and removed the blockage	4O1000048193

				and the flood subsided. Highways and County Councillor informed.	
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Appendix 2 Police report from PCSO Leon de Bruyn

Unfortunately, I will not be able to attend the Parish Council meeting this Tuesday due to my shift pattern, so I have provided you with a brief update from the police.

There has been a burglary at a residential property where Suspects have gained entry to a small out house building as decorators at the property were working. The building was unlocked and insecure and Suspects have removed tools from within whilst unattended. There have been 2 x Thefts from motor vehicles, where a van had tools removed whilst unattended and the second was from a car who had both number plates removed whilst the owners were away.

There was an attempted burglary at a storage facility but suspects were disturbed and made off in an unknown direction.

Police responded to a report of a quad riding on a privately-owned field on 13th August 2018. The quad bike and its owner were identified and all relevant checks to verify owner and insurance were carried out. The quad bike was not insured to ride on the public highway and the owner, who was remorseful and fully admitted riding the quad bike on the field, was issued a verbal warning under Section 59 seizure. A Section 59 warning takes place before a vehicle is confiscated. Police continue to advise all land owners to take appropriate measures to secure their own land perimeters to help prevent further incidents such as these taking place.

There has been a recent increase in vehicle thefts across the area from Gilston through to Much Hadham. There has also been an increase in breaks to out-building where power tools have been targeted. Residents are advised to ensure their vehicles, sheds and garages are locked and secured and report any suspicious activity or interest paid to vehicles in the area. Please remove all valuables from within the vehicle and place your keys in a safe place inside, preferably to the rear of the property. Signing up to Neighbourhood Watch / OWL is an ideal way to receive up to date reports on local crime trends.

Kind regards

Leon DE BRUYN PCSO 6389

Buntingford Safer Neighbourhood Team

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Herts

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