



# Little Hadham Parish Council

## PARISH COUNCIL MEETING MINUTES

Minutes of the 10th meeting of **Little Hadham Parish Council** (2019 – 2023 Session) held virtually via teleconference on Tuesday 7<sup>th</sup> April 2020 at 8.00pm.

**Present:** Cllr E Lloyd-Williams (Chair)  
Cllr M Attwell  
Cllr R Mardell  
Cllr M Wilkinson  
Cllr C Westlake  
Cllr F Arkell

**Also:** Clerk: C Page, Cllr Williamson, J Williamson, M Scott, Cllr McAndrew, B Evans

The Chair welcomed everyone to this first virtual PC meeting. We have received the necessary government regulation (Section 78 of the Coronavirus Act 2020 (“the 2020 Act”) to give guidance on holding Parish Council meetings. The standing orders have been updated to reflect this. Some house rules: If you would like to speak about something on the agenda as we come to it, raise your hand. Vote by show of hands and will then talk through the vote to ensure it is correct. Will make it more accessible next month by upgrading to a licence.

- 20.3.1 To receive and accept apologies for absence. No apologies received.
- 20.3.2 Democratic 10 minutes. Mike Scott would like to speak about the planning application **20/0383/PL**. The Chair asked Mike to recap his objection. *I live at Hadham Hall, 250 metres from the Hadham brewery. Application for extension times is ludicrous as initially there were conditions that they could receive deliveries at certain times. Times are now considerably different. Ridiculous times to go on to midnight. See this place in the future to be a rave out of town. Of issues is the proximity to the houses in the area, there are houses closer in Church End. Noise pollution is also a concern. The real problem is the outside use, as it will be a total disruption to the area, with traffic, parking, noise, pollution.*
- 20.3.3 Declaration of interest and dispensations – to receive Declaration of Interest from councillors on items on the agenda. No interests or dispensation.
- 20.3.4 Approval of minutes held on the 3<sup>rd</sup> March to be agreed and signed as a true record. Minutes were agreed as a true record. The chair has signed a copy which will be kept for the clerk until the Coronavirus pandemic is over.
- 20.3.5 Matters arising from the minutes. Nothing to discuss concerning the minutes.
- 20.3.6 Covid-19 Update - Chair. We are now able to lead the community response. Thank you to all councillors for their work and to Cllrs Mardell and Attwell who have volunteered to help with ambulance driving and supporting the Fire Brigade, also to Jan and Carole for taking the lead on the community response. The main step taken is a community led effort to support those in the community who are more vulnerable. The PC has now taken a lead role. Aim is to mainly make sure we have no vulnerable people in the community that aren't being overlooked. The councillors have met offline and voted to set up a committee reporting back to the PC. Terms of reference are drawn up. There are five councillors on the committee, but not all will attend each meeting. The group needs to appoint a chair who will report back to the PC. Jan has been pivotal and taken on the coordinator role with all calls going through her. The Chair has discussed with Jan offline that in lieu of not having a chair Cllr Lloyd-Williams will take that role

### 1. Community Feedback – J Williamson



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Jan Williamson provided an update to say there are six hamlets, with Church End yet to have a key representative, although two people are looking out and a potential third is on board. Volunteers are assigned to an area. All details are kept on one master spreadsheet. Another spreadsheet is kept of the vulnerable and at risk. All reps have a copy of that to add to. The clerk is second co-ordinator to support. We need to get a backup for each rep role and to identify the at risk and volunteers. Operation commUNITY is a backup. We are working with Much Hadham and Hunsdon to see how they are working through this. Strong networking links are being forged. In the process of identifying the roles for the reps and getting guidelines up and running to gain an idea of what they should be doing (guidelines to be shared with the clerk and PC Chair). Engage with all 63 volunteers. We only have about 14 people who are vulnerable on our list. Reason for this is because there are several friends and neighbours who are performing the care role. Reps try to talk to the volunteers to see if they are looking after someone off the record, i.e. neighbour. Health and safety, GDPR, identification badges. Prescription collection in hand. We are striving to set up a co-ordinated prescription collection service. Linking in with Social Prescribing – and Patient Participation group. Our networking links with Operations CommUNITY are being forged through Simon Marlow as he is supporting Social Prescribing. A virtual form of the social prescribing has been developed with Much Hadham, and we are getting it out to residents. Need to identify the residents that don't have computers and phones so they can have the hard copies.

- 2 Leaflet Distribution – Clerk. A distribution list has been developed by area. A weekly newsletter will be notice boarded. The main topic this week are the scams throughout the country.
  - 3 What's next – Chair – We need to make sure we get the committee running effectively. By asking a much larger group to take on some of the lead roles. There are 63 in the volunteer group. It's good so many have stepped forward. Committee will meet weekly virtually and share best practice and any concerns. Cllr Attwell said a big thank you to Jan and Carole for the amount of work they have done.
- 20.3.7 Update from Cllr Williamson - EHC responding as it needs to. Very simple initiatives in place, one is the money coming through to help local businesses. Now desperately trying to get to the 2,300 businesses in East Herts. The papers have been lodged papers with the courts for the judicial review of the appeal to the decision of the Traveller site. The courts are working under the same circumstances. No idea of the timeline of that. Graham McAndrew said the speed monitoring survey that was going to be carried out between Much Hadham and the A120 is on hold.
- 20.3.8 Chair's Report – Chair advised there are grants available through the Charity Age Foundation for charities. Jan advised the village hall is a charity. **Action: Chair to forward details onto Jan.** Chair reminds people the recycling centres across the county are shut. Not only does that mean we can't use the dump, but also be aware we can't have rubbish taken away as that leads to fly tipping. Bonfires at the allotments as part of our terms and conditions is no bonfires on the allotments. We have put a notice up to remind people they can't have bonfires.

Zoom conferencing – Chair noted the time limit on zoom of 40 minutes and if we have a licence, we won't have the time restriction. **Action: Cllr Arkell is looking into the cost and packages available.** Need a minimum of 15 people to be named on the account. A monthly cost of £11.99 allows for up to 100 people on and time limit is 24 hours. Chair suggested we would probably go for a month by month payment plan. Better we pay a slightly higher rate with the expectation of doing it for less time. Clerk will retain ownership of the package to see who is using it. **Action: There is a dial in rate per minute, which Cllr**



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**Arkell will obtain.** Could be an extra £8 per month on top of the £11.99. Jan said it could be useful for people that don't have access to a computer, as they could still access the meetings. Chair noted that due to our current attendance figures is this feasible. Would rather see what the update would be from the community. We need to keep thinking about it but can add the audio at a later stage Action: obtain community feeling about audio access to virtual meetings. Chair noted we will continue to talk offline and bring it to the next meeting.

## 20.3.9 Clerk's Report

- 1 To agree to payment of accounts. Cllrs agreed to the payment of the accounts
- 2 To accept the accuracy of the financial statement. Cllrs accepted the accuracy of the financial statement. All councillors accepted the accuracy.

## 20.3.10 Live Planning applications considered by the Council

- **3/20/0541/HH** – Creation of a residential annexe at: Hoop House, Green Street. Please send your comments to be with EHC Planning by 7<sup>th</sup> April 2020. The LBC planning application has been withdrawn. Cllr Wilkinson advised she felt it was perfectly reasonable. The Chair comment it was, within the footprint of the property, no objections. Cllrs Westlake, Arkell, Attwell, Mardell have no objections. The Chair proposes proposed no objection. All Councillors agreed
- **20/0383/PL** – New premises licence for live and recorded music, supply of alcohol at Unit 6B Hadham Industrial Estate. Comments to be with EHC Planning by 16<sup>th</sup> April 2020. Cllr Wilkinson noted it is an invasion in people's privacy, and fears for noise pollution and traffic. Feels it is reasonable to sell alcohol, but to update to live and recorded music is a NO. Cllr Attwell said he is strongly supportive of the Microbrewery be able to sell beer for use off the premises. Feels as a business looking to trade as best they can to sell off sales, he support the business, but the entertainment licenses at this point of time, where they have failed to engage with the community and the noise issues outside, I', not supporting it. Cllr Westlake said it's not suitable, and noted she wondered what the other business thinks of it. Houses are too near. Cllr Mardell said he went over and couldn't agree to supporting the business. Live music if at the front is a barn yard, the back is a courtyard and the noise would echo. Yes, for doing business but not entertainment licence and outside music. Cllr Arkell noted he agreed with all the other councillors. The Chair proposed we object to this application as the venue the music and hours not appropriate, whilst adding a note we are in support of the business as it currently operates. Cllr Mardell seconded. All councillors agreed to object to this Public Licence application. Motion carried.

### Planning decisions received from EHC.

- **3/20/0058/FUL** – Retention of works of 4 no. stables, tack room and hardstanding at South Acre, Acremore Street. This matter was considered by East Herts Council on the 16<sup>th</sup> March and it was decided to grant planning permission.
- **3/20/0542/LBC** – Creation of a residential annexe at: Hoop House, Green Street. Withdrawn
- **3/19/2607/LBC** - Demolition of lobby and store to western elevation and erection of a single storey extension at: Fiddlers Croft Stortford Road. This matter was considered by EH Council on the 31st March 2020 and it was decided to Refuse planning permission



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20.3.11 Date of next Council meeting – Tuesday, 5<sup>th</sup> May 2020 – current proposal to be by zoom. Liz to email graham for his update and circulate to councillors and add to the minutes.

20.3.12 To close the meeting – 21.12pm