



# Little Hadham Parish Council

## PARISH COUNCIL MEETING MINUTES

Minutes of the 11th meeting of **Little Hadham Parish Council** (2019 – 2023 Session) held virtually via teleconference on Tuesday 5<sup>th</sup> May 2020 at 8.00pm.

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

**Also:** Clerk: C Page, Cllr Williamson, J Williamson, Cllr McAndrew

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- 20.4.1 To receive and accept apologies for absence. Cllr Wilkinson has sent apologies, which were received by the Chair and the councillors. Cllr Hoodless was unable to connect via Zoom
- 20.4.2 Democratic 10 minutes.
- 20.4.3 Declaration of interest and dispensations – to receive Declaration of Interest from councillors on items on the agenda. No interests or dispensation.
- 20.4.4 Approval of minutes held on the 7<sup>th</sup> April 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.
- 20.4.5 Matters arising from the minutes. Nothing to discuss concerning the minutes.
- The Chair has forward Charity foundation information to Jan Williamson.
  - Zoom – sharing cost with Hunsdon. The chair in favour of obtaining an annual subscription, sharing the cost with Hunsdon. Cllr Attwell said that we will need these type of communication tools for the foreseeable future. Chair proposes we purchase the subscription. Cllr Westlake seconded; all councillors agreed. Motion was carried **Action: clerk to discuss the feasibility of this with Hunsdon Parish Council. Hunsdon PC have agreed to split the cost.**
  - The Chair mentioned the Corona virus committee lead co-ordinator has combined that role with chairing the committee. Jan Williamson is now heading up this initiative and reporting into the Parish Council.
- 20.4.6 Covid-19 Update – Jan Williamson
- The system that has been adopted by us is working smoothly now with few new residents requiring help. The hamlet representatives and volunteers have got all their vulnerable residents in sight and provide shopping, dog walking, prescription collection and phoning, but it is clear that many of them are be looked after by other means such as family, friends, neighbours, carers or church.
  - We are a back stop should that system fail them and if we cannot support them due to complex needs, we have the backstop of Operation community and Hertshelp run from Bishop's House. At risk residents on the Government Scheme can get priority shopping slots and food parcels as well as other support from service providers such as Salvation Army, CAB and Mental Health helpline etc.
  - We have just gone over to fortnightly meetings LHCR and have worked well with important updates from the church and hamlet reps.
  - Social Prescribing has reached an exciting level whereby it has a website <https://www.carebank.uk> that you can get all information in one place. It is still under construction but has everything you need to know in one place. We are still offering activity packs and social diary page to residents who do not have Wi-Fi if they let us



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know who they are. There is also a monthly paper and online quiz from Much Hadham Sunday Lunch Club that we have been invited to join.

- We are setting up a taster quiz which is being run in conjunction with Hertfordshire Rotary and Little Hadham Village Hall, but we will offer it to Much Hadham as well. We have really made fantastic connections with Much Hadham over the past 6 weeks and I hope this will continue long after Covid 19.

## 20.4.7 Reports – Areas of Responsibility

- 1 Highways – Cllr Arkell – Update from Bypass team and work is continuing the bypass. Some of the road closures cancelled but gone ahead otherwise. Main work is flood alleviation scheme and flyover at Albury Road.
- 2 Environmental affairs – Cllr Hoodless - no update available.
- 3 Playing fields and young people's needs – Cllr Mardell – Not a great deal, the gate does to be left open and people are going in there. Gates are in poor repair and need replacing. Metal gate is fine at the far end. **Action: Cllr Mardell to get quotes for new gates.** Signs are good and clearly visible.
- 4 Community – Cllr Mardell – no update. Defib is up and running. Weekly health check carried out.
  - Village Hall – Jan Williamson - The village Hall shall remain closed for the month of May and until further clear guidance from Government is released. There is no doubt that this situation will have seriously hampered our refurbishment plans as we were poised and ready to do major fund raising. The momentum will have gone flat and the economy will be seriously depleted which could affect our chances of funding. We may have to look at new distancing measures to comply with new safety rules. We do not have spare money to spend on alterations. I believe it will be some time before we are able to reopen as it is not essential! The upside is that we could be one of the first new innovative social distancing hubs to be built and therefore could be used as a template for other new projects of the future. It is so sad that we have 2 big funds in place and cannot use them. The Post Office is still open as usual. VE day is Friday and try to participate as best you can. There is a social diary on CareBank website.
- 5 Consultations and Public Relations – Cllr Arkell – Problems with Facebook uploading, nothing else to report. Chair asked for Cllr Arkell to link with her.
- 6 Neighbourhood Plan – Cllr Attwell – Nothing to report. Have not heard anything after the Parish Council asked for feedback from the Parish regarding help and volunteers to work on the Neighbourhood Plan. Cllr Attwell proposes we vote at our next meeting whether we shelf the plan for the time being. **Action: Cllr Attwell and the Chair to have a chat with George Pavey to talk about what that will mean for us.** Cllr Williamson said George is the main contact and could decide whether to put it on hold until further notice.
- 7 Significant External Factors – Cllr Hoodless – no updates available.
  - Stansted Airport – Chair – Signed up to Stop Stansted Expansion. The chair of SSE asked chief exec to withdraw their planning application considering the current situation. The second is Stansted airport going through a consultation to look at airplane tracking which will affect the air space over us.
- 8 Flood prevention project C15 - progress update – Cllr Westlake -
  - Risk Assessment due May 2020 done every three years. Emailed HCC asking if we need to do anything, or does it happen automatically. **Action: Cllr Westlake and the Chair to speak offline with the clerk** Update sent off.



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- 9 Security – Cllr Mardell
- Police Liaison – PCSO De Bruyn – Cllr Mardell – From 1<sup>st</sup> – 29<sup>th</sup> April 2020  
Firstly, there have been a recent series of Burglaries in Much Hadham where outbuildings had been targeted. Gardening equipment, tools etc have been removed and enquiries are still being progressed. There has been no crime to report back on in the Little Hadham area other than the incident that happened yesterday (Tuesday 28<sup>th</sup> April). The male in question had been staying with a relative locally - he has been charged with numerous offences and is now on remand in prison. His first court appearance will be 22<sup>nd</sup> May 2020 where we are hopeful, he will receive a substantial sentence
  - Cllr Mardell said the Village Hall car park is being used for nefarious purposes and has seen activity in the car park, particularly at night. Drug related material has been picked up from the car park. Jan Williamson said any sightings in the Village Hall ring 111. A decision was made by the Village Hall committee not to chain the car park, and it has been up for discussion again, whilst the hall has closed. The defib is at the Village Hall and should be available for all, a gate could hinder the accessing of it.
- 10 Operations – Cllr Attwell – Insurance needs reviewing. Need to approve the premium payment. Cllr Attwell proposes we renew with Zurich and accept the premium of £603. The Chair seconded; all councillors agreed.  
Rental agreed for Westland Green lease needs to be looked at.
- 11 Grants – Cllr Attwell – nothing to report.
- 12 Allotments – Cllr Wilkinson – nothing to report.
- 13 Bury Green Phone Box – Cllr Westlake – Been approached by someone to take the books. **Action: clerk to put a notice in the box to ask not to leave books on the floor.** Cllr Westlake to make a list of what works needs to be done in the phone boxes. **Signs complete. Action: Cllr Westlake to put out a request for a metal shelf unit for the phone box**
- 20.4.8 Update from Cllr Williamson – Millfield Lane. Contacted about the land at Millfield Lane, possibility connection to the travelling community and the purchase of. A primary concern is how that land will be used, as it is currently a stable and designated grazing. Discussions with East Herts through Cllr Williamson are ongoing. Two weeks ago, the land was in the process of was being sold and was linked to the travelling community. East Herts council got the courts to put on an injunction, and it is confirmed the injunction is in perpetuity Which means if the new owners attempt to move onto the site, they will be in the full knowledge that they will be breaking the injunction. There could be a custodial sentence. Cllr Attwell said the injunction has been taken down, but that there is evidence available they were put up.
- 20.4.9 Cllr McAndrew – bin collections. Collections will start from 11<sup>th</sup> May, which will be garden waste bins. If you were due to be collected 30<sup>th</sup> March, you will be the first. Look on the website. The refuse operatives' men were grateful and happy to receive so many thank you gifts. Recycling centres – remain shut now. Household centres for essential waste only to commence. Social distancing measures will be in place. Will take some time to get back to normal. Highways works are on hold for the moment.
- 20.4.10 Chair's Report
- To include 'Death of a Senior Royal' We are being asked what our procedure is. The expectation is we have a condolence book and after discussion with the church it is felt there need only be one book in the village Hall. Jan Williamson said this would be fine and a location would be found, and the hall would be opened to accommodate this. The chair felt it was an appropriate thing to do, the councillors agreed. Cllr Attwell wonders if we realistically need two books. The chair proposes



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we get 2 photos and one book, Cllr Westlake seconded, all councillors agreed. Motion was carried. **Action: clerk to purchase two photographs and one book. Order has been placed.**

- The chair said that we have to acknowledge that it's not business as usual and that we are all doing our best to navigate as you can inside the council and outside, and wanted to say 'thank you'. The Zoom conferencing works. Chair wanted it minuted what an impressive job Jan Williamson is doing and everyone on the LHCR committee. It is impressive what is being achieved. It should also be noted that the Afternoon teas are being distributed once a month, on a delivery service – nearly 50 boxes. **Action: put something in the Parish Magazine. Done.** Thank you to the whole parish to everyone who is doing everything that is needed.

## 20.4.11 Clerk's Report

1. To agree to payment of accounts. Payment of accounts was agreed. The clerk mentioned the end of year accounts will sent out for internal auditing and then will be signed off virtually at the next PC.
2. To accept the accuracy of the financial statement. The financial statement was accepted as an accurate statement of the accounts.
3. Death of a Senior Royal – 2 authorised images of the 2 senior royals = £187.20 Condolence books at £59.65 each. VAT included for both prices
4. GDPR – ICO registration fee, to ensure compliance and we are obliged to pay the fee of £40 or £35 if DD. Councillors agreed to setting up the payment as a DD.

## 20.4.12 Planning matters. To receive the report from the Planning Committee

20.4.12 Correspondence – message from a resident. Dog waste, people walking and playing on the crops. Dog fouling continues to be a problem and the current situation has exacerbated. It was suggested we put signs up about observing the countryside code. Cllr Attwell is happy for signs to go up as are all the councillors. The chair commented she had seen some signs that would be suitable. **Action: Chair to speak to Nicholas Maddex for signs. Action: clerk to print off playground signs to replace those taken down. Cllr Mardell is replacing the signs as they are removed.**

20.4.13 Date of next Council meeting – Tuesday, 2<sup>nd</sup> June 2020

20.4.14 To close the meeting 9.26pm