



# Little Hadham Parish Council

## PARISH COUNCIL MEETING MINUTES

Minutes of the 14th meeting of **Little Hadham Parish Council** (2019 – 2023 Session) held virtually via teleconference on Tuesday 1<sup>st</sup> September 2020 at 8.00pm.

**Present:** Cllr M Attwell (Chair)  
Cllr F Arkell  
Cllr M Wilkinson  
Cllr S

**Also:** Clerk: C Page, Cllr Williamson, J Williamson, H Standen (Deputy CEO) + 2 members of the public

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- 20.7.1 Election of Chair - Cllr Lloyd-Williams Liz opened the meeting and congratulated the clerk on achieving her CiLCA qualification and would like to propose a token of gratitude be made. Cllr Arkell seconded. All councillors agreed, Motion carried. Cllr Lloyd-Williams resigned as Chair. Cllr Lloyd-Williams proposed Cllr Attwell take on the role as Chair, Cllr Arkell seconded, all councillors agreed. Motion Carried. Cllr Attwell said he would like to Cllr Lloyd-Williams on behalf of the Parish Council and the parish for all the hard work she has done over the last 5 years. She has gone above and beyond what is expected of a Chair and gave her a lot of time, effort, hard work and personal skills to the role. It is sometimes a thankless role and is not all tea and medals being parish chair. Thank you for your patience with us whilst you and the clerk worked out what the future looks like for us. I would like to make a personal thank you as to how you worked with us and that you will continue to be a consultant over the next 3 months. Cllr Wilkinson said well done. Cllr Lloyd-Williams resigned as a Little Hadham Parish Councillor, with immediate effect.
- 20.7.2 Co-option of new councillor. Cllr Attwell said that meetings have been held over the last couple of months with Steve Blight, who has offered take on the role of a parish councillor. Steve met with some of the councillors last month, and it is with no surprise that we would like to ask him to join us. Cllr Attwell proposes the co-option of Steve Blight, Cllr Arkell seconded. All councillors in favour. Motion was passed. Cllr Blight congratulated the clerk for her award and Liz Lloyd-Williams for her hard work and tolerance. He feels gaining assistance from the community with getting volunteers involved with some Parish Council initiatives is the way forward.
- 20.7.3 To receive and accept apologies for absence. Cllr Reeves-Hoodless, Cllr Westlake (on holiday), Cllr Mardell (travelling back from work) sent apologies.
- 20.7.4 Democratic 10 minutes. Questions or comments on matters contained in this Parish Council meeting. No comments from the members of the public
- 20.7.5 Declaration of interest and dispensations – to receive Declaration of Interest from councillors on items on the agenda. No declarations of interest from the councillors.
- 20.6.1 Approval of minutes held on the 7<sup>th</sup> July to be agreed and signed as a true record. All councillors agreed the minutes to be an accurate record of the meeting. Chair will sign the minutes and hand to the clerk at the next available time, due to meeting being held virtually.
- 20.7.6 Matters arising from the minutes –  
Actions Outstanding  
20.6.7.7 - Flood prevention project C15 - progress update – Cllr Westlake to email Ian Hollinbrook to see the update  
20.6.8 - Cllr Mardell to discuss with PCSO DeBruyn the scheduling of the Police Liaison meetings



# Little Hadham Parish Council

## 20.7.7 Reports - Areas of Responsibility

1. Highways – Cllr Arkell – Ford is now open. Temp traffic lights opened a day early.
  - Bypass – making good progress with the underpass. Read the Bypass newsletters posted on the PC website.
  - Drive Safe – **Action: Cllr Mardell and Cllr Arkell to start with speed awareness monitoring and to work on the SIDs machine project with Herts County Council.** If you need any help or pointers, ask for assistance and we can ask the village for help.
2. Environmental affairs – Cllr Hoodless – Nothing to report
3. Millennium Wood – Chair – The wood has been threatened with sale. A working group has been set up. Cllr Westlake is chair and a great deal has been achieved. Cllr Attwell wants to minute the Parish Council's thanks to Cllr Westlake and the working group for all the work they are doing. A good example of what can be done when people donate their time.
  - Applying for TPO – East Herts Council visited the site and met with members of the group but did not result in a positive outcome as the wood is still yet too young. Next step is to see if a public footpath could officially be routed through the wood. Looking at whether we can register the wood as a community value asset. An application has been completed.
  - Likely we will shelve our Neighbourhood Plan and have a single policy NP covering the wood. A phenomenal amount of work already been done
  - Cllr Williamson said that an ACV will have the quickest effect. The ACV was sent in to ECH on the 18<sup>th</sup> August by the clerk. Ms Standen has been working on this. Said the council acted quickly and spoke with Cllr Lloyd-Williams. The ACV lapsed in 2017 because the owner of the wood had advertised it for sale. What an ACV would mean is that it gives the person who puts it up as an asset to get a chance to put in a bid for sale. A 6-month notice is given. Ownership was transferred between two companies and was recorded a sale. Legislation says if recorded as a sale with land registry then the ACV becomes null and void. East Herts Council worked hard to get this as an asset for the parish. Cllr Wilkinson asked what the process is now. Ms Standen said she will pick it up tomorrow and will come back to the PC with her response. Steve asked if we have approached the current owner to see what their plans are. Helen said it is the same person and passed between two companies. The entity wants to sell the land, but the owner. **Action: hold an offline meeting. Cllr Attwell to set a meeting up.**
4. Playing fields and young people's needs – the playing fields been made safe to open. Signage put up to comply with Government guidelines. Repairs for the gates and fences for both playgrounds were discussed at the June PC meeting. A working party of Cllrs Arkell, Mardell, Lloyd-Williams and Attwell received quotes which the Parish Council have reviewed the quotes and recommend the quotation from All County Fencing. Cllr Mardell knows their work and recommended them. It will be a £3,000 spend. Cllr Blight said he will sit back as he has not been involved with the project and will go with what the councillors think. Cllr Attwell proposes we except the quote from All County fencing. Cllr Wilkinson seconded; all councillors agreed. Motion carried.
5. Community – Cllr Mardell – Nothing to report  
Village Hall – Jan Williamson – Covid recovery response – Although most volunteer support has quietened down in the village there is still a prescription collection being



# Little Hadham Parish Council

used by some of our residents still wishing to isolate from Covid 19. I decided not to advertise it in the Parish Newsletter as people are trying to return to independent living within the new normal circumstances. Amanda Davey is still collecting but not as many!

The deadline for the Survey for Social Connection & Internet Access has been extended to 14<sup>th</sup> September to allow for people who are on holiday. We have had about 10% returns but still would encourage people to fill in a paper or online version if they have not done so already.

We have done a deep clean and repaint of the main hall and foyer in the Village Hall which was supported by a team of local volunteers who have done an amazingly good job. We are indebted to those people who stepped up to the challenge. We have also introduced new rules to comply with government advise and have set up a one-way system and signage to make clear our new terms and conditions for hiring. Risk assessments and compliance for track and trace is required by all hall hirers.

We are in the process of ordering our film equipment which unfortunately ran into difficulties due to Covid 19. We hope that it will be installed and ready to use very soon.

I am hoping to reinstate coffee morning in October with a booking system and social bubbles being catered for. It will be with full waiter service and PPE protection.

Much Hadham Health Centre have booked our hall for the 2<sup>nd</sup> and 3<sup>rd</sup> week of October for flu jabs. They are anticipating a rise in demand and cannot facilitate it at the Health Centre.

Little Hadham Village Hall have been supporting Hertford Shires Rotary Group in organising a drive-in cinema which will take place on 24<sup>th</sup> September in Stapleford. If any profit is made after expenses LHVH will benefit from this.

Cllr Blight proposes that we have our next meeting in the VH, providing it is safe to do so and is in line with government guidelines. The village hall is the hub of the village.

6. Consultations and Public Relations – Cllr Arkell – Nothing to report
7. Neighbourhood Plan – Cllr Attwell – Considered by Millennium Wood Group, quite a bit of interest. Lots of volunteers to support
8. Significant External Factors – Cllr Hoodless – nothing to report.
9. Stansted Airport – appeal submitted to Uttlesford by the owners of Stansted airport. We can represent ourselves at the appeal process if we wish to do so. Cllr Attwell has no strong view on this. Action: **All councillors to reply to the email sent out by the clerk.**
10. Flood prevention project C15 - progress update – Cllr Westlake – nothing
11. Risk Assessment due May 2020
12. Security – Cllr Mardell
13. Police Liaison – PCSO De Bruyn – Cllr Mardell.  
Crime stats period from 1<sup>st</sup> August to 1<sup>st</sup> Sept 2020: Little Hadham  
– criminal damage to gate accessing farmland. Unfortunately, there are limited enquiries to pursue. Suspects not identified.



# Little Hadham Parish Council

– Theft of mail from a residential property. Police enquiries completed. Suspect not identified.

**Action: Clerk to place an article in the Parish News regarding the theft around catalytic converters.**

14. Operations – Cllr Attwell – nothing to report

15. Grants – Cllr Attwell – nothing to report

16. Allotments – Cllr Wilkinson – have received an enquiry for an allotment.

20.7.8 Update from Cllr Williamson - covered in Millennium Wood item

20.7.9 Chair's Report

20.7.10 Clerk's Report

1 To agree to payment of accounts. All councillors agreed to the payment of accounts.

2 To accept the accuracy of the financial statement. All councillors accepted the accuracy of the accounts.

3 New Homes Bonus – we have received an amount of £1,630.

**4 Action: clerk to find out if we can use the VH for our meeting, also to get notices out that the PC meetings are going ahead from 6<sup>th</sup> October**

20.7.11 Planning matters. To receive the report from the Planning Committee

20.7.12 Correspondence

20.7.14 Date of next Council meeting – Tuesday, 6<sup>th</sup> October 2020 – 21.50

20.7.15 To close the meeting – Steve ambition to bring an improved structure in our reporting to make things Get actions closed out.

**For members of the press and public, the Parish Council meeting is being held virtually via Zoom videoconference that will commence at 8.00pm. All normal Parish Council rules apply. There will be the normal Democratic 10 minutes for questions. Contact the clerk and she will invite you. [clerklittlehadham@gmail.com](mailto:clerklittlehadham@gmail.com)**