



Little Hadham Parish Council

PARISH COUNCIL MEETING MINUTES

Minutes of the **Little Hadham Parish Council** held in the Little Hadham Village Hall on Tuesday 3rd September 2024 at 7:30 p.m.

Present: Cllr N Kent (Chair)
Cllr M Wilkinson
Cllr R Mardell
Cllr Hoodless
Cllr Westlake

Also: Clerk, 7 Members of the public

24.07.01 **To receive and accept apologies for absence.** Apologies received from Cllr Williamson who is on holiday. The Council accepted his apologies.

24.07.02 **Public Issues** - Members of the public and councillors can raise matters of concern.

- Sign of the Times Festival – it was asked if the licence had been revoked. Cllr Kent read out the email from SAG – ***as requested I am writing to confirm our process in regard to complaints received specifically in relation to an event taking place within East Hertfordshire. Unfortunately, I am unable to provide any advice in regard to the complaints you have forwarded to Oliver Rawlings as I do not work in licensing and enforcement however, I thought it would be helpful to confirm the purpose of the East Herts Safety Advisory Group (SAG), which sits within the Community Safety dept.***

To give some background, SAG provides a forum for partners to come together to discuss proposed events. SAG Partners generally consist of Hertfordshire Police, East of England Ambulance, Hertfordshire Fire & Rescue, Hertfordshire Highways, EHC Environmental Health and Licensing.

On receipt of the event management plans partners will review the documentation, specific to their area of expertise, and where necessary provide additional recommendations in relation to public safety, supporting the event organisers with the planning and management of an event. It is important to note that SAG is not a statutory body and therefore does not have legal powers or responsibilities to approve or prohibit events from taking place however, where needed/necessary individual agencies such as Police, Env. Health and Licensing and Enforcement do have such powers.

In addition to the initial SAG meeting, it is our usual practice to hold a debrief after major events therefore, please let me know if you are happy for me to share your attachment with SAG partners and/or the event organisers. It is also possible that the complainants may have reported incidents with Env. Health, Highways and Police who will individually deal with those reports, outside of SAG.

- A member of the public has asked if we sent out a message of condolence. Cllr Kent said we have not but are actively seeking the identity of the person.



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- It was asked why has this been kept out of the newspapers. How can we establish a link with the festival. **The incident has now been reported in the local newspaper.** Cllr Mardell has been looking into this and has been told the parked cars were not a contributing factor. The person injured was knocked down on the other side of the bridge where there were no parked cars. Apparently, he was walking home after looking at the festival from the fence.
- A resident from Albury Road said there have never been signs up that side of the bridge. **Action: clerk to find out if signs were put up, obtain a copy of the traffic management plan. Emailed Event organiser, awaiting response.**
- How does a formal review get actioned. Are risk assessments carried out: what do you do if it rains, speed restrictions etc. – all these questions were asked. **Action: clerk to send in a freedom of information request for highways management plan and contingency plans that were provided. An email has been sent to East Herts Licensing by Cllr McAndrew. Awaiting response.** We can then assess, what the rationale was for not giving the information. Cllr Kent proposes, Cllr Westlake seconded, all councillors agreed. Motion carried. **Action: Clerk to request the Licensing team to come down to the village hall again to answer questions.**
- There is a concern that with Standon not happening this festival will be bigger. There is a concern that there is no count of attendance. **Action: clerk to write to the organisers to find out if they are doing an investigation into what went wrong and have them share with us. Emailed Event organiser, awaiting response**
- Cllr Kent's view is that it shouldn't go ahead until a full investigation has been carried out including Highways, Licensing, to find out if there are mitigating steps. That is her personal view. Cllr Mardell suggests there may have been something in place in case of bad weather. Investigate why cars were parking on the road. Kristina said there were no support staff to get people off the site on the Monday.
- With out new elective MP, is he aware of the situation. The MP – Chris Hinchcliffe is holding a surgery in the VH, Saturday 28th September. Josh Dean MP. **Action: Cllr Kent to ask him to attend one of our meetings. Josh Dean has been invited to our PC meeting**

24.07.03 Declaration of Interest and dispensations.

- To receive declarations of interest from councillors on items on the agenda. None.
- To receive written requests for dispensations for declarable interests. None.
- To grant any requests for dispensation as appropriate. None.

24.07.04 Approval of minutes held on 2nd July 2024 agreed and signed as a true record. Agreed and signed.

24.07.05 Matters Arising from the minutes.

24.07.06 Planning applications - considered by EHC (Appendix 1) – Cllr Wilkinson Planning decisions - received from EHC (Appendix 1)

24.07.07 Reports to the Council To receive reports from representatives on outside bodies, local authorities, and agencies.

- **District Councillor Report** - Cllr Williamson – no report available
- **Village Hall** – Jan Williamson – (Appendix 2)
- **Police Report** – Cllr Mardell – (Appendix 3)



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- **Playground update** – Cllr Mardell – nothing to report. Post for the fence has failed and the gap is being used as a shortcut from the carpark. **Action: clerk to check when the playground audit is in place. Have emailed twice for an answer from East Herts.**
- **Footpaths** – Cllr Hoodless – footpath 52 bridge post down. Action: Cllr Hoodless to ask for a plan of when the footpaths are being mown
- **Highways** – Cllr Kent – update
- **Orchard / Allotment.** Cllr Westlake asked if we could reimburse Joel for the filling of the water butts. £1 for each filling. Cllr Westlake proposes increasing the allotment rents, Cllr Kent seconded. All councillors agreed. from to. Allotment agreement states 28 improvement notice then 28 notice to quit. Still have 28 days to improve, then if they don't, they get 2 weeks to the notice to quit, subject to the allotment act. In principle to agree. **Action: Cllr Kent to check the Allotment Act that we can take this action. Cllr Kent has advised Cllr Westlake on the action that can be taken.**
- Apple pressing – had 12 people, this year we are doing food and drink. Meet and Greet on the 14th December. Cllr Kent suggests speaking to the Farmers Market

Community Events

24.07.08 Finance – Clerks Report (Appendix 4)

1. To agree to payment of accounts.
2. Income, including grants and VAT refunds.
3. To receive and agree bank statements, bank reconciliation and financial report
4. Village Improvements update. Clerk proposes buying the new benches. Cllr Kent seconded; all councillors agreed.
5. Email / website – Nina Holmes is seeking photos and information to put on the website. New bios and pictures. Cllr Kent suggests we all have the same photos taken at the same time and in the same place. **Action Cllr Westlake to arrange for photos to be taken place at the next PC meeting. Each councillor to provide an updated photo.**
6. Maintenance person salary increase

24.07.09 Correspondence

24.07.10 AOB – Cllr Mardell. By the Smithy if you look at the entrance, to the right, a resident has created a drive over the grass and has chopped the hedge, parking their vehicles at the front of the house. **Action: clerk to report to Herts Highways, Planning, also report to Clarion Housing,** The property is not one of Clarion Housings. **This has been reported online. Ref no.401004328569**

Bat boxes – 6 received. have all been allocated.

24.07.11 Date of Next Meeting: 1st October 2024

24.07.12 Close of meeting: 20.38



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Appendix 1 – Planning Report

PLANNING APPLICATIONS	PC DECISION
<p>3/24/1227/VAR PROPOSAL: Removal of conditions, 5, 6, and 7 of planning approval 3/24/0414/LBC. (Replacement windows throughout. Replacement roof and windows to garden room. Internal alterations: removal of partition wall between kitchen and dining room and installation of new doors to the kitchen and boot room; installation of part glazed partition wall to living room; removal of doors between kitchen and study and dining room and hallway; removal of doorway to first floor) Condition 5: to alter two ground floor bay windows to have 2 central catchments instead of 3. For 2 first floor south facing windows to remove the fanlights. Condition 6: Proposed design of the internal ground floor archway doors. Condition 7 - information regarding the proposed infilled doors to Kitchen/Study and in the Main Bedroom/Bathroom. AT: Ford House The Ford Deadline: Please send your comments to EHC by: 30th July 2024</p>	
PLANNING DECISIONS	EH COUNCIL COMMENTS
<p>3/24/1098/VAR PROPOSAL: Variation of Condition 2 (approved plans) pursuant to planning permission 3/23/0305/HH dated 13.04.2023 (for: Erection of two-storey side and rear extension; single storey rear extensions; single storey front porch extension; pitched roof front dormers and alterations to fenestration throughout). The amendments include removal of proposed single storey front gable end porch and repositioning of front door opening within existing front projection. Removal of glazed rooflight above orangery and alterations to window/door openings. Change from flat roof to pitched mansard style roof around the perimeter of single storey rear extension with adjustments to the building footprint. AT: Westfield Lodge Westfield Farm Lane</p>	<p>Grant Planning Permission subject to Conditions</p>

Appendix 2 – Village Hall

Volunteer Work During August

In addition to interior maintenance works, an ambitious project has been started to create an outdoor seating area. Volunteers have spent several days during August clearing away stinging nettles, brambles, and an overgrown hedge. This has revealed a stunning view over open fields.

We have the materials required to erect a chain link fence to create a safety boundary for the River Ash. This will be put up once more workforce can be found to support volunteers. Anyone who can help, please let us know via Joan (Vice-Chair) Welcome Café & Digital Inclusion Workshop

The Welcome Café opens again from 10am to 2pm on Wednesday 4th September. No new grant funding has been secured for September opening, although an application has been made to Herts Community Foundation.



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Free Drop-In Digital Inclusion Workshop, from 2pm to 3.30pm every Wednesday afternoon. This has funding from Clarion Futures until December 2024.

Red Chair Cinema (Evening & Afternoon). Evening membership - Red Chair Community Cinema is welcoming new members from September. Every film shown is checked for compliance under our MPLC annual licence to keep costs down. • This year's membership is £35 for 11 film screenings. Licenced bar/ice creams available. Afternoon Cinema – Home Instead Charities has awarded £500 towards film licences, which will cover up to 5 licences for 2024 /2025. Entry £7. Film programmes for evening and afternoon screenings are displayed on exterior noticeboard

Fundraising Quiz Night – Saturday 28th September - • Teams of between 4 to 8 people. If you need help making up a team, please get in touch and we will do our best to help. • Tickets £16 per person, includes cold fork supper. Please advise any dietary requirements. Raffle and licenced bar

Replacement treasurer has been found.

We have started to promote Gift Aid – further research needed for what we can claim.

Grant funding has become scarce. We will have to review how we can now make activities self-financing.

Appendix 3 – Police Crime Report August 2024

ANSTEY - No reported crimes

HORMEAD - No crimes reported

BRENT PELHAM & MEESDEN - No crimes reported

STOCKING PELHAM - No crimes reported

FURNEUX PELHAM - No crimes reported

ALBURY - No crimes reported

LITTLE HADHAM - No crimes reported

MUCH HADHAM - No crimes reported

HUNSDON

- THEFT FROM MOTOR VEHICLE – Unknown Offenders have committed 2 x thefts of number plates from vehicles parked in Tanners Way in Hunsdon.
- ARSON – Unknown Offenders have set light to a container at a location on Hunsdon Airfield.

WIDFORD

- THEFT OF MOTOR VEHICLE – Hunsdon Road – a vehicle has been stolen from outside a residential property at the location.
- THEFT OF MOTOR VEHICLE – Pegs Lane – a vehicle was stolen overnight from outside a residential property at the location.
- THEFT – Medcalf Hill – unknown Offenders have entered a site at the location and removed an item from within, which has not yet been identified.

WARESIDE

- THEFT FROM MOTOR VEHICLE – Fanhams Hall Road – a van has been broken into at a venue at the location and tools have been removed from within
- CRIMINAL DAMAGE – Farnham's hall Road - a vehicle has been damaged by unknown Offenders when attempting to gain entry to the vehicle at the location.

EASTWICK & GILSTON - No crimes reported

BRAUGHING

- RESIDENTIAL BURGLARY – Hare Street – Offenders have broken into a residential property and stolen a vehicle from outside the address at the location.



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- THEFT OF MOTOR VEHICLE – Hare Street – Offenders have attended the location and stolen a vehicle off the driveway at the location.

STANDON & PUCKERIDGE

- THEFT – Eikorn Drive PUCKERIDGE – Unknown Offenders have stolen a solar light from outside the front of a residential property at the location.
- THEFT – Northfields PUCKERIDGE – Unknown Offenders have stolen items of furniture from outside the residential property at the location.

Other news and updates:

Herts Connected has now been Live for 4 months with numbers gradually increasing. We are encouraging residents to scan the QR code attached to this email to receive Police alerts. Would it be possible to include this to your local community magazine please? Thank you.

Pcso Supervisor Leon De Bruyn is working on a project to help invite more residents from our communities to join Herts Connected through the Parish Council over the next few months.

The new Policing Priorities for Sept – Dec 2024 have been decided for the East Herts Rural area's following the meeting held last month.

BUNTINGFORD – ASB – Norfolk Road Bike Pump Track.
Monday – Sunday between 15:00pm – 18:00pm

EH RURAL – HARECOURSING – Wellpond Green and nearby rural area's.
Monday – Friday 17:00pm – 22:00pm
Saturday – Sunday 08:00am – 16:00pm

Thefts involving motor vehicles appear to have increased and there has been a reduction in Burglaries over the past month.

Please continue to ensure your property secure and valuables are not left easily in view or accessible. Document serial numbers and use property markers.

Photograph tools and valuables that may be kept in vehicles overnight if you are unable to remove them. Please consider improved external lighting at residential properties, CCTV, and dash cams in vehicles. On most makes of vehicle, keyless entry can be disabled.

To reduce the risk of theft, ensure car keys (particularly any spare keys) are secured in a secured location using a signal blocking/Faraday pouch when not in use. Hiding the keys in a metal tin can also restrict the signal from vehicle keys.

Your local policing teams are continuing regular patrols in hotspot areas at key times.

Please continue to report suspicious vehicles that may be seen driving around in your area. If you are able to record the MAKE, COLOUR and REGISTRATION number of the vehicle, that would be very helpful.

Additional Crime Prevention Advice can be found via this link: <https://www.herts.police.uk/cp/crime-prevention/>



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Appendix 4 – Village improvement update

Item	Amount	Project lead	
Refurb of Village Sign	£1800	Clerk	Completed
Village Pump	£1500	Clerk	Pump has been restored, post, chains, and brickwork to be restored
Memorial reflective signs	£700	Clerk	In discussion with Highways
Gateway boxes / picket fences at the 4 entrances to the village	£1200	Cllr Kent	Boxes ready for installation. The village maintenance person will plant seasonally
Pudding Stone information board	£1000	Cllr Kent	Board is almost ready for printing
Points of interest and information boards around the 8 hamlets	£8000	Cllr Hoodless	Work is almost at completion when boards will be printed
Community Orchard	£1000	Cllr Westlake	One bench and one picnic table installed.
Chalk Stream	£500	Cllr Westlake	Meeting with HMWT to discuss best use of the grant
Communal seating on village green spaces and at points of interest	£2000	Cllr Wilkinson	Benches to be ordered and placed at the three sites requested: Bury Green, Cradle End, New Road
Nags Head Bus Stop	£500	Cllr Mardell	To be completed by end of September



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Appendix 5 – Allotments

Allotments At the moment there is one half plot vacant. One couple have asked and been given permission to put a small greenhouse up. There are now 4 greenhouses altogether.

Little Hadham school have had success in their first growing season with many tomatoes, runner beans and more! 2 improvement notices have been sent out in August and this should be resolved shortly.

One person has already given their plot up. Due to division of some formerly full plots, there are now 4 full plots and 7 half plots.

Last year the income raised was £75.00 in total. I'd like to propose an increase to £18.00 for full plot, £9.00 for half, payable a year in advance on the 1st September.

We now have a system where Joel is happy to refill the water containers for the cost of water used from his supply (£1.40 per cubic metre, the size of the containers). The extra revenue of £60.00 could also be used to improve the site and a meeting is planned for allotment holders on 9 th September to discuss.

The notice board has been refurbished by Nigel Pay so thanks to him.

Community orchard

The wassailing earlier in the year did the trick and many of the trees have produced a good crop. There will be a need for a pruning get together later in the year as it didn't happen earlier.

Unfortunately, the grass is still being cut without permission which means the diversity of plants is not happening. The bench has been moved under a tree without permission with the inevitable results from the birds in the trees above. It is due to be moved nearer the picnic table.

The 22nd September is the date for our 2nd Apple Day 11-3pm. This year, veggie and meat hot dogs will be available. Last year only 15 people turned up though they all enjoyed themselves. It would be lovely if more could join in