

**Minutes of the Meeting of Cottered Parish Council held on
Monday 9th November, 2009
7.30 p.m. in the Village Hall**

Present: Bryan Pitman (Chair)
David Charles
Lesley Greensmith
Terry McGrath
Brian Murchie
Derek Newman

The Clerk and 2 members of the public

Action

- 1 **Apologies:** no apologies were received
- 2 The **minutes** of the meeting held on 14th September 2009, having been circulated, were approved as a correct record.
- 3 **Chairman's report**, updates on previous items
 - (i) On the 21st September the Chairman attended a meeting of the **Buntingford Town Plan Action Group** as for the first time representatives from the surrounding villages were invited to attend. Discussion included the Local Plan which will be replaced by LDF next year, the increased size of Buntingford with housing developments recently approved and the gypsy and traveller sites which has been put on hold by EHDC. There was agreement between the Parishes that they would exchange email addresses and information including meeting minutes etc.
 - (ii) On 7th October the Chairman and Clerk attended an **East Herts Planning** update. The presentations included Planning Policy – an update on the Regional Policy Framework and the Local Development Framework but nothing about keeping the 1, 2 and 3 categories for villages. Cottered is currently a category 3 village which results in strict control of new development. Other subjects discussed included, the Development Control changes over the last year, Planning Enforcement, the review of the Councils Policy and the pragmatic approach which lead to 25 enforcement orders out of a total of 400 cases investigated in one year.
 - (iii) **Football Club lights:** a safety certificate has been provided.
 - (iv) **Tender for grass cutting**, letters have been sent out and several potential contractors have been shown around. Tenders to be received by end of November with a decision being made at the January meeting.
- 4 **Finances**
 - (i) The balance of the current account is £4,638.91 and the balance of the interest account is £5,289.92.
 - (ii) The budget report for the first 7 month was accepted.
 - (iii) Review of the effectiveness of the internal audit. Council considered the report and accepted the review.
 - (iv) Councillors were advised that Lloyds TSB required all members of the Council to undergo an identification check.

The following cheques and a Standing Order mandate were approved and signed:

Standing Order to pay Litter Picker £121.91 on the 28th of each month starting 28/11/09

554 J Diales

£11.86 Expenses October & November

555	Cottered Village Hall	£20.00	Hire of hall November meeting
556	Stewart Bullard	£1,960.32	Grass cutting
557	EHDC	£55.20	Playground Equipment Inspection
558	B Pitman	£5.38	Replacement tubes for phone kiosk

5 Planning

Three planning applications were received since the last meeting:

- (i) **Lordship Lodge**, Cottered, SG9 9QL. Single storey extension to side of house. The Parish Council had no objections and permission has been granted.
- (ii) **Freman College**, Bowling Green Lane, Buntingford, SG9 9BT Extension to Wood Store and replacement of covered way with enclosed link. The Parish Council had no objections.
- (iii) **Flanders Green Cottage**, Brook End, SG9 9QR Provision of new horse ménage – remove topsoil, level field, cover with sand and form bunds on three sides – retrospective application. The Parish Council made no objections.

Decision notices received and permission granted for

- (i) **Grantchester, Baldock Road**, demolition and re-build plus extension.
- (ii) **4 Middle Farm Cottages, Throcking** single storey side extension
The application for **Bowling Green Farm**: listed building consent for replacement windows and French doors was been withdrawn.

Cumberlow Green: no response has been received from HCC Planning enforcement regarding the follow up letter sent on 28th August, 2009. Consideration to be given to a further letter.

6 Clerk's report

No Parking on the Verge signs response from Highways “The placing of no parking signs has to be done with a Traffic Regulation Order that requires consultation and public notices (as with the verge parking ban opposite the new kerbs). This is something that can be added to a list for future consideration alongside other candidate sites, or could be considered if funding was obtained to progress it. As a guide, £5,000 is a typical sum to promote and implement a Traffic Regulation Order, although this figure may rise if the order is objected to and is dependent on the number of signs needed.”

Training: Clerk did not attend Financial Training course in September and the cheque was cancelled. The Clerk plans to attend Agenda & Minute setting training course on 25th November, the Clerk & Chair intend to attend a Land Registry drop-in session on 19th November. Both sessions are free of charge to HAPTC members.

SLAA (Strategic Land Availability Assessment) Call for sites **update**: including full list of sites in EH plus plans of sites identified in the Parish. Agreed to circulate to all Parish Councillors.

Hertfordshire County Council Waste Development Framework – Consultation on Waste Development Plan Documents. These documents will be subject to public consultation which commences on 2nd November and will last for six weeks ending 18th December. A CD is available with full documents, also available on line.

EHDC Playing pitch strategy and outdoor spots audit: questionnaire on the use and quality of facilities within the Parish to help the Council secure external funding. The Clerk to complete with the aid of Alan Chamberlain.

Clerk

A letter from BT has been received inviting the adoption of the telephone kiosk in

Throcking. The accompanying document shows that this area now has full mobile network coverage and that no calls were made from the kiosk in the last 12 months. The Council agreed that the Village should adopt the kiosk. The Clerk will write to BT. Clerk

The Future of Street Lighting in Hertfordshire: letter from Highways detailing current challenges, replacement of street lighting, maintenance costs, carbon footprint and financing over the next 25 years.

Letter from Oliver Heald MP enclosing letter from London Luton about their Draft Noise Action Plan asking for the Parish Council's thoughts on this document. The meeting were of the opinion that this plan had been shelved. Copies of the letter will be circulated with the minutes. A letter had been received from NATS with TCN update. Clerk

Hertfordshire Resilience Emergency Planning in Partnership: The Clerk attended the first of a series of presentations regarding major incident planning for Town and Parish Councils. A handout is available.

The following publications have been received:

Haptic - October 2009 Newsletter

Time to Speak Up, Hertfordshire, the East of England Regional Assembly is consulting the public across Hertfordshire on options for the Region's housing and employment growth from 2011 to 2031

Countryside Voice the magazine of the CPRE, Autumn 2009

CVS for Broxbourne and East Herts – Annual Review 2008/9

News from East Herts Community Safety Partnership newsletter

Transport Services for disabled, older people and those with limited mobility August 2009

7 Other matters

(i) Despite representation to Planning Enforcement and Highways the owners of Magpie Farm still appeared to be proceeding with the re-opening of an old entrance directly onto the A507. Brian Murchie declared an interest and did not take part in further discussion. It was felt that in the interest of safety the re-opening of this entrance should be discouraged. The Chairman agreed to investigate further with Planning. Chair

(ii) The Clerk was asked to write a letter of thanks to Mr Martin Smith at Toppesfield, Brook End for the work undertaken on the Village Green. Clerk

(iii) It was noted that the telephone kiosk in Cottered is in need of a clean and a coat of paint. The Clerk to investigate sourcing the correct paint. Clerk

(iv) Trees overhanging the boundary of the "Old Rectory" are making it difficult to walk along the footpath. The Clerk to write a letter to the owners asking if they will have the trees trimmed. Clerk

(v) The footpath in front of The Crescent is overgrown, narrowing the width of the footpath. The Clerk to contact Highways. Clerk

(vi) It was noted that the trees around the playing field and across the road need cutting back. Arrangements are in hand for this to be done. Checks to be made on other trees.

(vii) The footpath along Bull Lane where it goes past the pub has been reported as being very muddy. The Clerk to ask Roger Gumm to liaise with Colin Hanbrook to see if this can be resolved. Clerk

The meeting closed at 8.55pm.

Dates of next meeting: Monday 11th January 2010