

**MINUTES OF THE COUNCIL MEETING OF COTTERED PARISH COUNCIL HELD IN COTTERED VILLAGE HALL ON TUESDAY 14 MAY 2013 AT 7.10 PM**

Present Bryan Pitman (Chair) Terry McGrath  
David Charles Brian Murchie  
John Harwood-Bee Francis Ridley

Officer attending Marty Kilby  
Present: County Cllr Rosemary Cheswright; District Cllr Jim Ranger; Sgt Duncan Wallace (Hertfordshire Police) and 14 members of the public.

**APOLOGIES**

13.06 None

**DECLARATIONS OF INTEREST**

13.06 None

**MINUTES OF MEETING**

13.07 The minutes of the meeting held on 13 March 2013 were before the meeting and signed as a correct record.

**CHAIRMAN'S REPORT**

13.08 26<sup>th</sup> March District Councillor Jim Ranger and the Chairman attended a public inquiry at Hertford concerned with the Mayville Barn development. Both Councillors gave evidence under oath, directly opposing the development. At the end of the day the inquiry was adjourned until 29<sup>th</sup> April. Both Councillors attended again on the 29<sup>th</sup> and the Inspector has yet to issue the decision

4<sup>th</sup> April In an attempt to "highlight" the village's concern about the consequences if the Peasecroft garages are demolished, the Chairman cooperated with the Hertfordshire Mercury, who photographed and ran a story about Ruth McGrath's unfortunate experience when being collected by an ambulance.

10<sup>th</sup> April Jim Ranger and the Chairman attend a Public Inquiry regarding a development application at Elmfield stables. In the afternoon the Chairman accepted an invitation to visit the site. The Inspector has yet to issue a decision.

12 April The Chairman and his wife attended the AGM and dinner at the Cottered Guide HQ. Sadly several of the ladies who have managed the HQ since it was formed are now standing down.

1<sup>st</sup> May The Chairman attended a course on the new planning system mainly concerned with neighbourhood plans

8<sup>th</sup> May The Clerk, Vice Chairman and Chairman attended a course on the Charities Commission and Trusts involving Parish councils. All found the course extremely useful especially in respect of the Greens Trust

**FINANCE**

**13.09 Annual Reviews**

The Annual Reviews relating to the Financial Regulations, the Register of Assets, and the Insurance cover were received and it was agreed that any comments would be dealt with at the July Council meeting. The risk assessments relating to the litter were approved and the grasscutting and mower assessments would be dealt with at the internal audit meeting on 21 May.

**13.10 Annual Return**

The Annual Return including the Annual governance statement for the year ended 31 March 2013 was agreed and approved for signature. It was noted that the Internal Auditor had requested a meeting to be held on 21 May to identify some administrative anomalies relating to the Parish Trust, and to put in place amended administrative systems.

**13.11 Finance Report and Payments Authorised**

The finance report was before the meeting, together with a statement of the bank holdings. The authorised payments were:

655	Limbach Banham	£198	Boundary matters
656	J. W Salmon Ltd	£552	Tree work
657	HAPTC	£364.85	Annual subscription 2013-2014
658	HAPTC	£90	Training
659	M Kilby	£410.69	Clerk invoice and expenses April/May
660	Suffolk Acre Insurance	£769.91	Insurance
661	Cottered Village Hall	£30	Room hire March and May

**13.12 New Homes Bonus**

Noted that the New Homes Bonus for 2013/2014 would be £2223 each year for 6 years until 2018/19, bring the total payment for 2013/14 to £2,734.

**13.13 Grasscutting - clearing of leaves**

A quotation of £500 had been received for the annual clearing of leaves from the green areas. It was unanimously agreed not to accept this quotation.

**13.14 Insurance claim relating to Guide Centre entrance**

Noted that Suffolk Acre Parish Councils Insurance had closed the claim by Mrs S Delamain with no payments having been made because it is considered that in light of the evidence available at the time of the failure close no liability would attach, and the claim was repudiated and not pursued.

**PLANNING****13.15 Planning Schedule**

The updated planning schedule is an appendix to these minutes.

**13.16 1 Lower Farm Cottages 3/13/0555/FP**

Side and rear extensions. Cllr Brian Murchie declared an interest in this application and took no part in the discussions. Agreed to approve.

**13.17 Garages site, Peasecroft, Cottesred - 3/12/0241/FP**

Two firm offers of land had been received, one from Pigeon Developments relating to their application of land north of Buntingford, and the other from a landowner within the parish. District Cllr Jim Ranger said that the matter was on hold at present because the refusal of the application to demolish the garages was being appealed by South Anglia Housing and until this appeal was held, no further action would take place.

**13.18 Mayville, Cottesred - E/11/0365/B**

Unauthorised use of an extended barn to create a residential unit. The appeal hearing had taken place, and the Chairman had given evidence supporting the decision to refuse the creation of a residential unit in this barn. The decision by the Inspector is awaited.

**13.19 Elmville Stables, Throcking - 3/12/1411/FP****Change of use to single pitch Traveller Site including mobile home, touring caravan, stable block and hardstanding**

The appeal hearing had taken place and the Chairman had given evidence supporting the decision to refuse the application. The decision by the Inspector is awaited.

**13.20 Neighbourhood Plan**

Buntingford Town Council had issued an invitation to parish councils with common boundaries to Buntingford join with them to consider whether a wider community based neighbourhood plan might be productive. Agreed unanimously to meet with Buntingford to discuss all possible aspects relating to neighbourhood plans.

**HIGHWAYS****13.21 Repairs**

A water leak needed repairing in Walkern Road; and a large pothole at Stocking Hill. Everyone was reminded that there was an online reporting system which was the only way the Highways authority would recognise the lodgement of complaints and concerns.

**RECREATION GROUND****13.22 Road to the Petanque and Cricket Pavilion**

Cllr David Charles had obtained a quotation of £350 from Peter Wilson to supply road chippings and repair the Pavilion path. It was unanimously agreed that this quotation be accepted.

**STANDING ORDERS**

13.23 The Standing Orders, having been circulated were agreed unanimously to be adopted.

**CLERK'S REPORT**

13.24 The Clerk's report was before the Council and the correspondence noted.

**DATE OF NEXT MEETING**

13.25 The date of the next meeting is Tuesday 9 July at 7.30 pm in the Village Hall. Agreed that the meetings for the current year until March 2014 would be held bi-monthly on the 2nd Tuesday in the month, unless changes were necessary.

Accordingly the dates for the forthcoming year are:

9 July 2013;	10 September 2013;	12 November 2013
14 January 2014;	11 March 2014;	13 May 2014 (Annual Meeting)

The meeting closed at 7.55 pm

Signed \_\_\_\_\_

Date \_\_\_\_\_