

MINUTES OF THE COUNCIL MEETING OF COTTERED PARISH COUNCIL HELD IN COTTERED VILLAGE HALL ON TUESDAY 9 JULY 2013 AT 7.10 PM

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

Officer attending Marty Kilby
Present: 8 members of the public.

APOLOGIES

13.26 Francis Ridley

DECLARATIONS OF INTEREST

13.27 None

MINUTES OF MEETING

13.28 The minutes of the meetings held on Tuesday 14 May 2013 were before the meeting and signed as a correct record.

CHAIRMAN'S REPORT

13.29 21st May Three members of the PC met at the village hall, but not in their role as Parish Councillors but as Trustees of the Cottered Recreation Ground Trust, colloquially known as the "Greens Trust". The meeting was to receive the annual report of the Auditor and in future to recognise a clear separation of the PC business from that of the Trust.

2nd June The Chairman was contacted by Buntingford police and asked to attend a formal interview at Buntingford Police Station. It appears that despite assurances from the legal adviser at EHDC, that the Chairman had not committed any offence at the PC meeting of 8th Jan, (when he was accused of breaking the law) this had not been accepted by all and the matter was referred to the police. At the police station the Chairman was cautioned, told he had the right for a lawyer to be present and then the interview was officially recorded on a police tape recorder.

19th June Official notification was received that the appeal regarding Elmfield stables had been dismissed.

25th June The Chairman attended a meeting of the Buntingford Neighbourhood Planning Team at which it was requested that all the local parishes should hold parish meetings in September with the aim of forming parish teams to produce individual Parish Plans and so contribute to the overall Buntingford Plan

In the afternoon the Chairman met Mr R Saunders in Brook End Lane to inspect damage to the common land green caused by a lorry.

28th June The Clerk and Chairman met Julian Thornton the HCC Rights of Way Officer to inspect and discuss the drainage issues with some of the residents of Brook End Lane.

In the evening the Chairman attended a civic reception given by Buntingford Town Council and Neighbourhood Plans was the subject of much discussion.

FINANCE**13.30 Clerk's Finance Report**

The clerk reported on the registration of the Council for PAYE purposes. The Council's accountants are Carol Willis Accountants of Barkway, Royston.

13.31 Report of Internal Auditor

Councillors had met with the internal auditor and agreed with a number of changes to be made to the accounting procedures of the parish council and the parish trust. A copy of the notes are attached to these minutes. It was agreed to adopt the report dated 21 May 2013. The Trustees of the parish trust would meet to make arrangements for the appropriate actions to be adopted.

13.32 Finance Report and Payments Authorised

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

652	ICO	£35	Data Protection renewal
653	M Kilby	£67.29	expenses June/July
654	HMRC	£98.40	PAYE April, May, June
655	M Kilby	£145.20	Clerk salary June/July less tax April-June
656	Cottered Village Hall	£150	Room hire July
657	W Murchie & Sons	£46.66	diesel grasscutting
658	W Murchie & Sons	£44.93	diesel grasscutting

PLANNING**13.33 Planning Schedule**

The updated planning schedule is an appendix to these minutes. It was noted that Elmfield Stables had lost the appeal and the application had been refused.

13.34 Neighbourhood Plan

Buntingford Town Council had invited all the parishes bordering its boundaries to join with them in an extended neighbourhood plan. After discussion it was agreed to hold a parish meeting at 8.00 pm following the parish council meeting on Tuesday 10 September 2013 in order to seek the views of parishioners. Agreed John Harwood-Bee would draft a notice explaining the purpose of the meeting and this would be put in the magazine as well as on notice boards and the website.

HIGHWAYS**13.35 Closure of A507 for repairs**

Noted that at some time between 22 July 2013 and 22 January 2014 the A507 would be closed between Buntingford and Baldock to enable repairs to take place to the highway.

13.36 Brook End drainage

Brook End, which was common land, had been subject to flooding because the ditch was either blocked or needed deepening. HCC Countryside Management Officer (Julian Thornton) had met householders and the Chairman and Clerk on site. HCC was ascertaining ownership of the ditch which along the road lay sometimes within neighbouring properties and sometimes on the common land side. When ownership was ascertained, then the appropriate works could be put in place. HCC would keep the parish council informed.

RECREATION GROUND**13.37 Road to the Petanque and Cricket Pavilion**

The access road to the pavilion had been repaired.

13.38 Playground

Noted that the annual inspection would take place in the next few weeks. Agreed that the replacement panels for the rocking horse should be obtained from Wicksteed and it was decided to wait until the report of the annual inspection before ordering the appropriate parts for repair.

CLERK'S REPORT

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

OTHER BUSINESS**13.40 Paint for phone box**

Agreed clerk to obtain details about correct paint for the phone box.

13.41 Recreation Ground Trees

Clerk to ask J W Salmon for a quote to remove the 2 dead standing trees on the Recreation Ground boundary with the A507.

13.42 Peasecroft parking

Noted that the garages were now empty (meaning a loss of £500 monthly rent to Circle Anglia). This had resulted in the Peasecroft road becoming almost impassable because of parked cars. Residents were advised to park in front on the unused garages.

DATE OF NEXT MEETING

13.25 Tuesday 10 September 2013 now starting at 7.00 pm to be followed by a parish meeting at 8.00 pm to discuss the neighbourhood plan.
12 November 2013; 14 January 2014; 11 March 2014; 13 May 2014 (Annual Meeting)

The meeting closed at 8.33 pm

PUBLIC SESSION

Elmfield Stables - Parishioners expressed concern that the owner of Elmfield Stables regularly slept in his van on site. Cllr John Harwood-Bee agreed to investigate the legal status.

Access Cottered Road (water tower) to Broadfield Lodge Farm - Parishioners asked that the status of the whole of this access be ascertained. It consisted of a number of apparent rights of way orders on differing sections of the road. Some sections appeared to be footpaths, some bridleways, some byways and some private road. HCC were investigating and had said they would inform the clerk of the outcome. The clerk to pass this information to the relative landowners.

The public session closed at 8.50 pm

Signed _____

Date _____