

**MINUTES OF COTTERED AND THROCKING PARISH COUNCIL HELD IN COTTERED VILLAGE HALL ON TUESDAY 13 MAY 2014 AT 7.10 PM**

Present: Bryan Pitman (Chair) Terry McGrath  
 David Charles Brian Murchie  
 John Harwood-Bee  
 District Councillor Jim Ranger  
 Sgt Duncan Wallace (Hertfordshire Police)

Officer attending: Marty Kilby (clerk) 6 members of the public

**APOLOGIES**

14.06 Cllr Francis Ridley, Cllr Rose Cheswright

**DECLARATIONS OF INTEREST**

14.07 None

**MINUTES OF MEETING**

14.08 The minutes of the meeting held on Tuesday 11 March 2014 were before the meeting and signed as a correct record.

**CHAIRMAN'S REPORT**

14.09 20<sup>th</sup> March - Neville Chuck and the Chairman attend a Neighbourhood Planning meeting in Buntingford. Roger Gomm sent his apologies as he was on holiday.

31<sup>st</sup> March - A bad sewage blockage near the footpath entering the Recreation Ground in Brookend Lane, was reported to Thames Water by the Chairman. After several attempts at clearing the blockage, Thames Water decided it was being caused by tree roots and subsequently got a specialist contractor to cut them away. However the problem reoccurred on 13th May and Thames Water will be again clearing away more tree roots.

4<sup>th</sup> April - The Chairman and Vice Chairman attended Oliver Heald's surgery in order to seek his help in resolving two issues with the Circle Anglia Housing Association. Further to him contacting Circle Anglia the access path to 42 The Crescent has still not been repaired (though the Chairman mistakenly thought it had been). Unfortunately Circle Anglia are not willing to confirm what their future plans are for dwellings 1 to 4 The Crescent. (Within a fortnight of the meeting with Oliver Heald, Circle Anglia confirmed they would repair the access path. This has not yet been done.) Additionally the MP wrote to Circle Anglia asking about the future of 1-4 Peasecroft which is behind the garage site, which is being extensively repaired. CAH response was that they had not made a decision about 1-4 Peasecroft.

14<sup>th</sup> April - The Parish Councillors interviewed a number of residents for the post of Litter Picker. Nigel Bentley was appointed to fill the position.

16<sup>th</sup> April - The Chairman attended a Neighbourhood Plan Team meeting in Buntingford. The main purpose of the meeting was to agree the final draft of the Neighbourhood Plan Questionnaires and to plan their delivery and collection.

**FINANCE****14.10 Finance report and payments authorised**

The finance report was before the meeting. The authorised payments were:

Standing Order 28th each month Nigel Bentley - £135.83		
700 CDA Herts	£30.00	Annual subscription
701 HAPTC	£341.70	Annual subscription
702 Carol Willis FCCA	£120.00	Payroll services 2013-2014
703 M Kilby	£262.40	Salary April-May 2014
704 M Kilby	£40.81	Expenses April-May 2014
705 W Murchie & Sons	£285.40	Mower maintenance and fuel
706 K E Street	£100.00	Internal audit

**14.11 Audit Commission Annual Return year end 31 March 2014**

The Annual Return including the Annual governance statement for the financial year ended 31 March 2014 had been approved by the internal auditor and was agreed and signed.

**PLANNING****14.12 Planning schedule**

The updated planning schedule is an appendix to these minutes.

#### 14.13 East Herts District Plan

Comments on the EH District Plan have to be submitted by 22nd May.

#### 14.14 Neighbourhood Plan

Cottered & Throcking have joined Buntingford Town Council and 6 other parishes round Buntingford to prepare a joint neighbourhood plan. Cllr John Harwood-Bee summarised the meeting held in Cottered Village Hall at which EH officers answered questions about the district plan. Questionnaires had been prepared and should be delivered to every household in the area within the next week.

#### 14.15 Telephone boxes

Any change of use of the telephone boxes needed planning permission. Agreed to bring proposals to the next parish council meeting in July.

### HIGHWAYS

#### 14.16 Peasecroft parking

No response had been received from East Herts Council about the possibility of introducing staggered parking in Peasecroft or the dropping of the highway kerb without a fee. Clerk to again ask Hertfordshire Highways for a response.

#### 14.17 Brook End drainage

Further reports from HCC were awaited.

#### 14.18 Throcking Road

Ringway had agreed to meet Parish Councillors on site to consider the condition of the road. Clerk to arrange suitable date.

### LITTER

#### 14.19 Litter Picker

The Chairman and Council thanked Eddie Hayden for his many years of collecting the litter in Cottered and Throcking and keeping the villages tidy. Nigel Bentley was welcomed as the new litter picker.

#### 14.20 Litter Bins

The litter bins were in a bad condition and needed attention. Some needed to have the posts re-concreted in, some needed the bottom of the bin replacing. Cllr Brian Murchie said he might be able to suggest plastic infills. Brian Murchie to update the clerk. Cllrs to let Clerk know what type of bins were required and clerk to obtain prices for replacement bins.

### RECREATION GROUND

#### 14.21 Mower and grasscutting

The mower needed servicing or replacing. Cllr Brian Murchie to see if servicing was possible. It had not been possible to find a parishioner willing to cut the recreation ground free of charge. Clerk to ask the grasscutting contractors how much they would charge for adding the recreation ground cutting to the grasscutting contract.

#### 14.22 Pavilion grants

Grants were available for redecorating/repairing the pavilion. What was needed was a schedule of works, together with estimated cost, which could then be presented to East Herts Council. Cllr David Charles agreed to draw up what needed doing and the possible cost.

### CLERK'S REPORT

14.23 The Clerk's report was before the Council and the correspondence noted. Clerk to request some of the new Dog Fouling stickers.

### OTHER URGENT BUSINESS

#### 14.24 Herts County Council Parish and Town Council Forum

Cllr John Harwood-Bee reported on the recent HCC local council meeting, the first of its kind. The two major issues were health in the community, and highway problems. The Highway representative had stated that he would not answer any questions. It was noted that it was extremely difficult to get any information or assistance from Hertfordshire Highways since the restructuring of the Department had taken place.

### DATE OF NEXT MEETING

Tuesday 8 July 2014 at 7.30 pm in Cottered Village Hall

The meeting closed at 7.59 pm

Signed \_\_\_\_\_

Date \_\_\_\_\_