

**MINUTES OF COTTERED AND THROCKING PARISH COUNCIL HELD IN COTTERED VILLAGE HALL ON TUESDAY 12<sup>th</sup> JULY 2016 AT 7.30 PM**

Present: Bryan Pitman (Chair) Terry McGrath  
Colin Bayles John Bull  
David Charles

Officer attending: Denise Anderson (Clerk) No members of the public

*The Chairman reminded the public that the meeting was being recorded for the accuracy of minute taking.*

**APOLOGIES**

16.55 Barry Dean sent his apologies as he was attending a funeral on this day.

**It was resolved to approve Barry Dean's absence**

**DECLARATIONS OF INTEREST**

16.56 None

**MINUTES OF MEETING**

16.57 The minutes of the meeting held on Tuesday 10<sup>th</sup> May 2016 were before the meeting and signed as a correct record.

**CHAIRMAN'S REPORT**

16.58 Chairman's Report

**10<sup>th</sup> May**

Parish Council meeting.

**24<sup>th</sup> May**

The Annual Parish Meeting

**27<sup>th</sup> May**

The Chairman attended a briefing meeting at the EHDC offices concerning the progress of the District Plan. By the 25<sup>th</sup> August it is expected that a recommendation will have been made regarding whether or not to continue the Village Hierarchy system. This system defines a village's likelihood of being a candidate for development approval.

**28<sup>th</sup> May**

The Councillors in their role as Trustees of the Greens Trust, met the owner of Ivy Bank to discuss access across the greens to the property. An application for an easement across the Green is awaited.

**It was resolved that The Chairman would make an informal approach to the owner and remind them that the Trust awaits their application.**

**24<sup>th</sup> June**

Barry and David noticed that a rectangular hole had appeared at the end of the small lane crossing the green outside the properties, 39 to 42 The Crescent. Barry contacted Thames Water who confirmed they had recently been working on their service pipes in the area. Thames Water then agreed to erect public protection barriers around the hole, before Village Day. As this had not been done by 25<sup>th</sup> June, John Harwood Bee quickly arranged to have cones around the hole.

There had been some concerns raised about the grass cutting under the new contractor. This was largely due to it being a new contract and some of the finer details not being communicated to John O'Conner.

**It was resolved that the Clerk would contact the Contract Manager with a view to arranging a meeting with Councillors to identifying and resolving the issues raised.**

**FINANCE****16.59 Finance report and payments authorised**

The finance report was before the meeting and the report is an appendix to the minutes. Councillors discussed the renewal quote for the Parish Council insurance.

**It was resolved to agree to a 3 year undertaking with the current insurer as this offered the Council a saving on the premium over the agreed period.**

**16.60 Annual return for the year ended 31<sup>st</sup> March 2016**

The clerk confirmed that the Annual return had been sent to the appointed external auditor and that the necessary notices for the Exercise of Public Rights had been displayed on the Parish noticeboard and uploaded to the Parish Council website.

**PLANNING****16.61 Planning Report**

The updated planning schedule is an appendix to these minutes.

**3/16/0938/HH Cromack View Baldock Road Cottored Buntingford Hertfordshire - Refused**

There was no objection by the Parish Council to this application

**3/15/1725/FUL Elmfield Stables Thirty Acre Farm Broadfield Throcking Buntingford – Appeal**

An informal hearing took place on 22<sup>nd</sup> June 2016 at 10.00am at the East Herts Council Offices

**16.62 Planning Applications since the Parish Council Meeting 10<sup>th</sup> May 2016**

None

**16.63 Planning Applications**

None

**16.64 District and Buntingford Community Area Neighbourhood Plan (BCANP)**

The 6 week public consultation for the BCANP ended on the 30th June 2016 and confirmation from East Herts District Council is awaited as to when the plan will be examined.

There is no further update on the District Plan.

**16.65 Community Governance Review of the Buntingford Parish Boundary**

The Clerk wrote to East Herts Council to express the views of Cottored and Throcking Parish Council but to date had not received a response.

**It was resolved the Clerk would contact East Herts Council again to seek an update on the matter.**

**16.66 East Herts Council Strategic Land Availability Assessment (SLAA)**

The Planning Policy team is commencing an informal stakeholder consultation on the draft conclusions of the Strategic Land Availability Assessment (SLAA). The purpose of the SLAA is to assess the potential suitability of sites for future development. The results will inform ongoing work on the District Plan and Neighbourhood Plans. A final version of the SLAA will be presented to East Herts Members at the District Planning Executive Panel in August.

Councillors expressed concern as to the results that should the Village Hierarchy system cease.

**16.67 Cottored Conservation Area**

East Herts District Council is undertaking an appraisal for the Cottored Conservation Area and is undertaking such exercises in relation to all its conservation areas. Once the draft document has been prepared a public meeting will be organised and comments taken into account.

As the Clerk had been required to clarify some details already Councillors felt it appropriate, with their local knowledge, to enter into a conversation with the representative from the Conservation Team during the compilation of this appraisal process and would make contact with him.

**HIGHWAYS****16.68 Warren Lane**

There were no items for discussion on the Agenda but Councillor Charles brought up the subsidence to the road in Warren Lane between Osbourne Farm and Warren Nursery.

**It was resolved that the Clerk would report this to Highways.**

**PARISH MATTERS****16.69 Telephone Box**

The Clerk had received an update regarding the painting of the Cottored telephone box. Due to the inclement weather the Gary Thrusell had been delayed in starting this job but assured the Clerk that work would start at the end July.

**16.70 The Old Barn and Village Green**

It was confirmed that the water pipe had now been redirected and all that remained was for the Village Green to be made good again. Councillors felt it appropriate to write to the owner of the property to clarify his understanding of the situation regarding the Village Green outside his property.

**It was resolved that the Clerk will send a letter conveying the Council's comments.**

The Water Company is still being pursued for an easement.

**16.71 Notice boards**

The Clerk confirmed that the new Throcking notice board had been erected and a claim had been made through the Council's insurance company for the replacement noticeboard.

**16.72 BT OPENREACH enquiry: BT cabinets Baldock Road**

Paul Airey Senior Project Manager Bucks & Herts BDUK Openreach attended the meeting to provide details of the proposed project. He explained this was partly government and partly a HCC initiative to bring superfast broadband to rural areas. In summary Cottered is an exchange only telephone area and therefore requires two new BT boxes, to link old technology and new technology, in order to provide the superfast service. The speed of the new service will depend on the distance properties are from the cabinets and Throcking 'won't necessarily benefit' from this Phase 2 update but it is anticipated that further funding for a Phase 3 update will extend to the more rural area of Throcking. Mr Airey stated that many current internet providers will still support the new superfast service, some households may need a new hub or to seek another internet provider.

**It was resolved that Cottered and Throcking Parish Councillors in their roles as trustees of the Cottered Recreation Ground Trust (known as the Green's Trust) would approve the wayleaves required by BT to site the boxes on Village Green.**

**CLERK'S REPORT**

16.73 The Clerk's report was before the Council and is an appendix to the minutes.

**Cottered Noticeboard (next to post box)**

This noticeboard is looking very tatty and is very difficult to secure information to the hard wood background. The Clerk has contacted Greenbarnes (the suppliers of the Throcking noticeboard) to obtain an estimate for the cost of self healing pinboard material to cover the background of this noticeboard. The cost for this would be £149.60 (inc VAT – recoverable).

The Clerk is also prepared to clean and give the noticeboard a coat of wood preserver if Council is agreeable.

**It was resolved that the Clerk would order some of the self healing pinboard material for the notice board but felt the services of a local tradesperson should be employed to clean and stain the notice board.**

**Correspondence for noting or not on the Agenda**

None for this meeting

**DATES OF NEXT MEETINGS**

All meetings to start at 7.30 pm in Cottered Village Hall

Tuesday 13<sup>th</sup> September 2016

Tuesday 8<sup>th</sup> November 2016

Tuesday 10<sup>th</sup> January 2017

Tuesday 14<sup>th</sup> March 2017

The meeting closed at 9.55pm

Signed \_\_\_\_\_

Date \_\_\_\_\_

**PUBLIC SESSION**

There was no public session.

Public session closed at 9.55pm