

MINUTES OF COTTERED AND THROCKING PARISH COUNCIL HELD IN COTTERED VILLAGE HALL ON TUESDAY 13th SEPTEMBER 2016 AT 7.30 PM

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

Officer attending: Denise Anderson (Clerk) 4 members of the public

APOLOGIES

16.74 Barry Dean sent his apologies as he was on holiday.

David Charles sent his apologies as he was recovering from treatment and a hospital stay.

It was resolved to approve Barry Dean and David Charles's absence

DECLARATIONS OF INTEREST

16.75 None

MINUTES OF MEETING

16.76 The minutes of the meeting held on Tuesday 12th July 2016 were before the meeting and signed as a correct record.

CHAIRMAN'S REPORT

16.77 Chairman's Report

July 13th

Parish Council Meeting.

July 24th

The Chairman and his wife Liz attended a civic reception at Buntingford. This annual event is a useful way of keeping contact with Buntingford Council.

August 28th

The Chairman attended a Garden Party given by Ken Crofton, the Chairman of EHDC. There appeared to be growing confidence that the EHDC District Plan is nearing completion.

FINANCE**16.78 Finance report and payments authorised**

The finance report was before the meeting and the report is an appendix to the minutes.

The receipt of £5,293.00 New Homes Bonus was noted. The Clerk reminded Councillors that this was the last 'peak' payment and subsequently the New Homes Bonus will be reduced with a projected final payment in 2018/2019. There is currently no information on the New Homes Bonus after this date.

16.79 Approval of the Annual return for the year ended 31st March 2016

The clerk presented the Annual return for the year ended 31st March 2016 including the External auditor certificate and report to the Council.

It was resolved to approve and accept the Annual return for the year ended 31st March 2016

The Clerk confirmed the Notice of Conclusion of Audit, with requisite information had been displayed on the Parish noticeboard and uploaded to the Parish Council website.

PLANNING**16.80 Planning Report**

The updated planning schedule is an appendix to these minutes.

3/15/1813/FUL LPA Appeal Reference: AP/16/0028/REFUSE	Cheyne House Cottered Buntingford Hertfordshire SG9 9QB	Approved with conditions
3/16/0819/FUL	Orchard End Brook End Cottered Buntingford Hertfordshire SG9 9QR	Approved with conditions
3/15/2272/OUT LPA Appeal Reference: AP/16/0039/REFUSE	Prestwick Ermine Street Buntingford Hertfordshire SG9 9RT	Appeal dismissed

16.81 Planning Applications since the Parish Council Meeting 12th July 2016

3/16/1824/HH 3/16/1825/LBC	Bowling Green Farm Baldock Road Cottered Buntingford Hertfordshire SG9 9PT	There was no objection by the Parish Council to this application	
3/16/1706/FUL	Coles Green Farm Throcking Road Cottered Buntingford Hertfordshire SG9 9RB	There was no objection by the Parish Council to this application	
3/16/1663/HH	The Bungalow Warren Nursery Warren Lane Cottered Buntingford Hertfordshire SG9 9QG	There was no objection by the Parish Council to this application	Approved
3/16/1535/HH	9 Parkside Buntingford Hertfordshire SG9 9RT	There was no objection by the Parish Council to this application	Approved

16.82 Planning Applications

3/16/1944/HH	Prestwick Ermine Street Buntingford Hertfordshire SG9 9RT	There was no objection by the Parish Council to this application
3/16/1253/FUL	Redrow Homes Ltd Land North Of The Park Farm Industrial Estate And The Freman College Ermine Street Buntingford Hertfordshire	There was no objection by the Parish Council to this application
3/16/1797/ADV	Redrow Homes Ltd Land North Of The Park Farm Industrial Estate And The Freman College Ermine Street Buntingford Hertfordshire	There was no objection by the Parish Council to this application

16.83 District and Buntingford Community Area Neighbourhood Plan (BCANP)

The BCANP is still being examined. With regards to the District Plan 'there is a view' that it will be complete by the end of the year.

16.84 Community Governance Review of the Buntingford Parish Boundary

EHDC decided that a boundary review should be conducted. As part of the process there will be a formal mechanism by which Cottered and Throcking Parish Council can make comment.

16.85 Cottered Conservation Area Appraisal

A meeting arranged between Councillors and the Conservation Officer for him to introduce his work on the assessment of the Conservation Area in the village had to be cancelled due to illness. Councillors are awaiting a proposed new date in October.

HIGHWAYS

16.86 The junction of the A507 and The Crescent

There are still concerns about the safety and visibility at this junction. A Cottered resident has suggested various courses of action the Parish Council could take up with Highways to attempt to address the matter.

It was resolved the Clerk would contact Highways with a view to discussing how this ongoing issue could be addressed and resolved.

PARISH MATTERS

16.87 Telephone Box

The Cottered telephone box has been repainted and restored to original condition. The Clerk had obtained a further quote from Gary Thrussell of £45.00 in order to fit the replacement panes and any other parts to complete the refurbishment of the telephone box.

It was resolved that the quote should be accepted and that the Clerk should order the replacement parts and instruct Gary Thrussell to complete the work.

16.88 The Old Barn and Village Green

The Council acknowledged and thanked the owner for re-establishing the Village Green outside his property and were sure this was appreciated by the village. Councillors felt it appropriate to write to the owner conveying their appreciation and seeking to clarify the situation regarding the Village Green outside the Old Barn.

The Water Company is still being pursued for an easement.

16.89 Defibrillator

The Clerk had received an email from Verity Maclachlan, Guide Leader and British Heart Foundation Instructor, informing the Parish Council that Girlguiding Hertfordshire had been awarded half the cost of a defibrillator which they plan to place this outside of the Guide Centre for use of both the centre and the whole village. The email asked for help with further fund raising to purchase and fit a secure cabinet to house the defibrillator. Verity offered to deliver a training course(s) for Councillors and Cottered residents as part of this fundraising initiative.

It was resolved that the Clerk would contact Verity to gain more information about this proposal.

16.90 Maintenance of posts and fencing around Recreation Ground

It was noted that some of the posts and fencing around the Recreation Ground were damaged and required some maintenance work. The gate into the field behind the Village Hall was also mentioned as needing attention.

It was resolved that the Clerk would obtain a quote from a local tradesperson to undertake this work.

During discussions the matter of the hole Thames Water had left on Village Green was raised. Councillor Dean had been in contact with Thames Water since the onset of this issue and it was decided to ask him to follow up the problem and seek resolution.

CLERKS PAY and HOURS

16.91 Resolved to move this agenda item to the end of the meeting.

CLERK'S REPORT

16.92 Clerks Report

The Clerk has applied for a further available grant from The Transparency Fund of £440.70. This grant is intended to pay for the Clerk's time to update and maintain the website to ensure the Parish Council is compliant with the Transparency Code.

The Clerk has carried out the training for the CiLCA qualification and has been working on the portfolio of evidence required for assessment. A CiLCA registration fee of £250.00 is required in order to enable candidates to submit their work for assessment and gain their qualification. The Clerk seeks the approval of the Council for payment of this registration fee.

It was unanimously resolved to approve the payment of £250.00 for CiLCA registration.

Correspondence for noting or not on the Agenda

1. Letter from East Herts Citizens Advice Service (now known as Citizens Advice East Herts, CAEH) requesting a donation towards their services.
It was resolved to approve a £50.00 donation to CAEH
2. Letter from Herts Air Ambulance requesting a grant towards their life saving work.
It was resolved to approve a £50.00 donation to Herts Air Ambulance
3. Email on behalf of East Herts Council from Nortoft regarding an Open Space, Sport and Recreation Assessment for East Herts Council. The consultants are requesting the help of the Parish Council in completing a questionnaire to be returned by 15th October 2016. Councillor Pitman agreed to complete the questionnaire.

DATES OF NEXT MEETINGS

All meetings to start at 7.30 pm in Cottered Village Hall

Tuesday 8th November 2016

Tuesday 10th January 2017

Tuesday 14th March 2017

The meeting closed at 8.35pm

Signed _____

Date _____

PUBLIC SESSION

Representatives of the **A SAFER A507** Group outlined their campaign to re-classify the A507 to a B road with a 7.5-tonne weight limit except for access. From their discussions so far with Sir Oliver Heald MP, County Councillors and Paul Kenealy, District Councillor, the group believe this is an optimistic campaign and the plan is to gather over 250+ signatures to enable this campaign to go before a Highways Panel. They will keep the Parish Council updated with their work and hope to work collaboratively with them.

Public session closed at 8.45pm

CLERKS PAY and HOURS

16.91 **Resolved to close the meeting to public and press due to the confidential nature of the business discussed.**

The 2016 – 2018 National Salary Award figures were before Council.

It was unanimously resolved to agree the New Pay Scales (back dated to 1st April 2016) for the Clerk's salary and to pay the Clerk an additional 3 hours per month to maintain the Parish Council website. The monies for this would be generated by a further Transparency Fund Grant.