

**MINUTES OF COTTERED AND THROCKING PARISH COUNCIL HELD IN COTTERED VILLAGE HALL ON TUESDAY 10<sup>th</sup> JANUARY 2017 AT 7.30 PM**

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

Officer attending: Denise Anderson (Clerk) 3 members of the public

**APOLOGIES**

17.01 None

**DECLARATIONS OF INTEREST**

17.02 Bryan Pitman Declared an Interest in 3/16/2585/HH and 3/16/2586/LBC Shipwrights Cottage Baldock Road Cottered Buntingford Hertfordshire as he was a next-door neighbour and stated he would take no part in the discussions related to this Agenda item.

**MINUTES OF MEETING**

17.03 The minutes of the meeting held on Tuesday 8<sup>th</sup> November 2016 were before the meeting and signed as a correct record.

**CHAIRMAN'S REPORT**

17.04 A Chairman's Report was not available due to the continued ill health of the Chairman.

**FINANCE****17.05 Finance report and payments authorised**

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

**17.06 2017-2018 Budget**

**Resolved: The budget was agreed and the Precept for the financial year commencing 1<sup>st</sup> April 2017 to remain at the current figure of £8,000. Proposed by Cllr McGrath and seconded by Cllr Dean.**

**PLANNING****17.07 Planning Report**

The updated planning schedule is an appendix to these minutes.

3/16/0471/VAR	Redrow Homes Ltd Land North Of The Park Farm Industrial Estate And The Freman College Ermine Street Buntingford Hertfordshire	Approved
3/16/2297/VAR	Ivy Bank Baldock Road Cottered Buntingford Hertfordshire SG9 9QR	Approved
3/16/2285/HH	Ye Olde Off Licence Baldock Road Cottered Buntingford Hertfordshire SG9 9PU	Refused
3/16/2168/HH	Cromack View Baldock Road Cottered Buntingford Hertfordshire SG9 9QT	Approved

**17.08 Planning Applications since the Parish Council Meeting 8<sup>th</sup> November 2016**

3/16/2585/HH 3/16/2586/LBC	Shipwrights Cottage Baldock Road Cottered Buntingford Hertfordshire SG9 9QN	The Parish Council objected to this application
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**17.09 Planning Applications**

3/16/2585/HH 3/16/2586/LBC	Shipwrights Cottage Baldock Road Cottered Buntingford Hertfordshire SG9 9QN <b>RECONSULTATION</b>	The Parish Council objected to this application
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Cllr Pitman left the room whilst discussions took place regarding the Shipwrights Cottage application.

3/16/2684/HH	1 Middle Farm Cottages Cottered Road Throcking Buntingford Hertfordshire SG9 9RN	There was no objection by the Parish Council to this application
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#### 17.10 **Buntingford Community Area Neighbourhood Plan (BCANP)**

Councillors were unsure of the stage of the BCANP in relation to the request for Cottered and Throcking Parish Council to provide explicit consent to allow Buntingford to act as the qualifying body. Councillors were also concerned about the fact that Warren Nursery was identified as a main industrial site and felt this should be rectified.

**It was resolved that the Clerk would contact the Senior Planning Policy Officer at East Herts District Council to ascertain the current position of the BCANP**

#### 17.11 **The District Plan**

The East Herts Pre-Submission District Plan Consultation has now been completed. Cllr Pitman to investigate the next stage of the process and provide an update.

#### 17.12 **Community Governance Review of the Buntingford Parish Boundary**

No further information on the timetable of the review process had been received. Cllrs felt it appropriate to solicit the views of the residents of Parkside who would be affected by any boundary change.

**It was resolved that the Clerk would seek an update on the process.**

#### 17.13 **Diocese Boundary Change**

Councillors discussed the proposed Diocese boundary change along with the comments received from Rev Canon Mike Leverton. Council disagreed with the proposed boundary change.

**It was resolved that Cllr Colin Bayles would collate the comments of the Parish Council in order for the Clerk to respond to the Diocese of St Albans.**

#### 17.14 **Cottered Conservation Area Appraisal**

Councillors met with the Conservation Officer regarding the Cottered Conservation Area Appraisal. A public meeting will be arranged to present the proposed Cottered Conservation Area Appraisal and Management Plan to the residents of the Parish.

### **HIGHWAYS**

#### 17.15 **The junction of The Crescent and A507**

The Clerk reported that an email and supporting photographs were sent by the *A Safer A507* group, on behalf of Cottered and Throcking Parish Council, to Cllr Rose Cheswright on 16<sup>th</sup> November 2016. To date there has been no response to the email.

Cllr Pitman stated he had received a letter from residents of Peascroft who reiterated the problems with the hedge on the boundary of 4 The Crescent (a Circle Housing property) which sits on the corner of the A507 Baldock Road and The Crescent. Councillors felt if the hedge were to be removed and a more 'transparent fence' installed this might go some way to assisting the ongoing visibility issues at this junction.

**It was resolved that the Clerk would contact Circle Housing to discuss this proposition.**

### **PARISH MATTERS**

#### 17.16 **The Old Barn and Village Green**

Afinity Water is still being pursued for an easement.

#### 17.17 **Annual Playground Inspection Report**

Councillors were in possession of the Annual Playground Inspection Report. It was felt that one of the issues that should be addressed is the repainting of some of the equipment.

**It was resolved that the Clerk would contact Wicksteed Playgrounds to enquire about the type and cost of paint required and any relevant Health and Safety issues.**

#### 17.18 **Subsided hole in Peascroft**

In June 2016, a hole appeared in the green at the end of Peascroft as a result of pipe work undertaken by Thames Water. Cllr Dean reported this to Thames Water and they agreed to fence it off. This wasn't done and cones were placed around it for Village Day. Since June Cllr Dean has contacted Thames Water on numerous occasions in order to resolve the issue but to no avail.

**It was resolved that the Clerk would write to Thames Water and Cllr Dean would furnish her with the details of his communications with them.**

**CLERK'S REPORT**

17.19 Clerks Report

The Clerk has reported the 'knocked down' road sign for Throcking on the A507 Baldock Road on 16th October 2016.

The Clerk has accepted the post of Clerk to Aspenden Parish Council.

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

1. Copies of *Hertfordshire Transport Facts 2016 (based on 2015 data)* and *Hertfordshire Road Casualty Facts based on 2015 data* has been received by the Clerk. The full 2016 Traffic and Transport Data Report (based on 2015 data) is available at [www.hertfordshire.gov.uk/ttdr](http://www.hertfordshire.gov.uk/ttdr) The Clerk will put this web link on the Parish Council website.
2. A letter has been received from HMRC requesting that our PAYE payments are paid electronically. The Clerk has enquired as to whether our Payroll Administrators can process this but as they only handle the paperwork and don't make any payments this is something they are not able to do. The Clerk needs to speak with the Business Manager at Lloyds Bank in Royston to set up Direct Debit.

The Clerk also needs to amend the signatories to the account another matter she will discuss with the Business Manager.

The Clerk suggests that the Council consider reviewing their banking methods in order to comply with current payment processes.

3. A Throcking resident had contacted the Clerk to report the problems people in Throcking were having with irresponsible dog owners not picking up their dog excrement and leaving it on the roads and in the grass verges. The resident was seeking the help of the Parish Council in addressing this issue.

Councillors suggested that the resident contact the Dog Warden especially in the light of the new powers available under the Public Spaces Protection Order.

Councillors suggested and approved the purchase of a digital 'Dictaphone' to aid the accuracy of minute taking.

**DATES OF NEXT MEETINGS**

All meetings to start at 7.30 pm in Cottered Village Hall  
Tuesday 14<sup>th</sup> March 2017

The meeting closed at 9.40pm

Signed \_\_\_\_\_

Date \_\_\_\_\_

**PUBLIC SESSION**

There were comments regarding Thames Water being liable should there be an accident due to their negligence in repairing the hole at the end of Peascroft and DNA testing for dog faeces in relation to the dog fouling issue.

Public session closed at 9.45pm