

MINUTES OF COTTERED AND THROCKING PARISH COUNCIL HELD IN COTTERED VILLAGE HALL ON TUESDAY 10th JULY 2018 7.30 PM

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

Officer attending: Denise Anderson (Clerk) 0 members of the public

APOLOGIES

18.67 Apologies were received from Cllr David Charles due to being on holiday.

It was resolved to accept Cllr Charles's apologies.

DECLARATIONS OF INTEREST

18.68 None

PUBLIC PARTICIPATION

18.69 No members of the public present

MINUTES OF MEETING

18.70 The minutes of the meeting held on Tuesday 8th May 2018 were before the meeting and signed as a correct record.

CHAIRMAN'S REPORT

18.71 Cottered and the requested Boundary Change, initiated by Buntingford Town Council, hit the headlines of the Hertfordshire Mercury on Thursday 5th July. Vice Chairman John Bull gave an excellent summary of the main issues especially the lack of democratic processes and basic lack of Ward representation. This coverage forms a good starting position for the Parish Council in the second round of the EHDC consultation process.

Affinity Water laid a water pipe across the Village Green on the 11th June despite a personal request to stop, by three Parish Councillors to the two men digging up the Green. This matter is now being pursued by the Cottered Greens Trust on the grounds that the action violated all the company's guidance rules and most likely the law, as the Greens are private property.

The Chairman congratulated the Clerk on achieving her Certificate in Local Council Administration qualification.

FINANCE**18.72 Finance report and payments authorised**

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

18.73 Annual Governance and Accountability Return 2017-18

The Clerk confirmed that Cottered and Throcking Parish Council had complied with all the requirements of the audit process and the required information had been published on the Parish Council website and placed on the noticeboard in the centre of Cottered.

PLANNING**18.74 Planning Report**

The updated planning schedule is an appendix to these minutes.

3/18/0833/HH 3/18/0834/LBC	Lodge Farm Broadfield Throcking Buntingford Hertfordshire SG9 9RD	Approved
3/18/0785/FUL	Land Adjacent To 2 Middle Farm Cottages Cottered Road Throcking Buntingford SG9 9RN	Refused
3/18/0442/FUL	Hertfordshire Guide Centre Baldock Road Cottered Buntingford Hertfordshire SG9 9QP	Refused

18.75 Planning Applications since the Parish Council Meeting 8th May 2018

3/18/0683/FUL	Westcott Potato Lane Cottered Hertfordshire SG9 9PX	The Parish Council objected to this Planning Application
3/18/1166/FUL	Barn At Warren Lane/Spring Lane Cottered Hertfordshire	There was no objection by the Parish Council to this application but comments were submitted
3/18/1108/FUL	Bluntswood Hall Cottered Road Throcking Hertfordshire SG9 9RN	There was no objection by the Parish Council to this Application
3/18/0656/FUL	1 - 4 Peasecroft Cottered Buntingford Hertfordshire SG9 9QS	The Parish Council objected to this Planning Application

18.76 Planning Applications

LPA Appeal Reference: 18/00025/REFUSE	Radio Mast Site Adj The Old Rectory Cottered Road Throcking Buntingford Hertfordshire SG9 9RR	There was no objection by the Parish Council to original Planning Application.
3/18/1342/HH	2 Clayton Drive Buntingford Hertfordshire SG9 9RX	There was no objection by the Parish Council to this Application

The Parish Council had received an email from the owners of Wescott stating that they felt a number of points made in the Parish Council objection to their current Planning Application were inaccurate and suggested they had the opportunity to explain their plans to the Parish Council.

Resolved that the Chairman would contact the residents with a view to making an arrangement to discuss the Wescott Planning Application.

18.77 Community Governance Review of the Buntingford Parish Boundary

The Chairman reiterated that the Mercury coverage and Cllr Bull's reported comments provided a good platform for further representation in the Second Stage Consultation.

Councillors felt that there was little evidence as to how the draft recommendations had been arrived at and that they should express their view with regard to these draft recommendations by further seeking the views and opinions of the residents of Parkside and the Redrow development.

HIGHWAYS**18.78 The junction of The Crescent and A507**

There are no further developments regarding improving the safety at this junction although Councillors did acknowledge that the new owner of 4 The Crescent had significantly cut the hedge back which was beneficial.

18.79 Pedestrian crossing on A507 Baldock Road

Councillors had received a feasibility study on the possible locations for a pedestrian crossing and had noted the proposals. There is a proposal to consult with the villagers on the proposed options and Councillors will await the results of the consultation.

PARISH MATTERS**18.80 The Old Barn and Village Green**

The Chairman continues his discussions with Affinity Water

18.81 Children's Playground

Cllr Bull reported that he had had no further news on the application he had made to Tesco for a grant. The Clerk reported that she and Cllr Bull were meeting with a representative from Sovereign Playgrounds to discuss a quote for the renewal of the current safety surfaces.

18.82 The New General Data Protection Regulations (GDPR)

The Clerk presented a draft Privacy Notice for Councillors' consideration and comment.

Resolved to approve and adopt the Privacy Notice as presented.

The Clerk will upload the approved Privacy Notice to the Parish Council website.

The Clerk also presented the findings of a Personal Data Audit Questionnaire. This highlighted some areas that required attention to ensure compliance with the new General Data Protection Regulations. Clerk and Councillors will address these areas.

18.83 Council documents

The draft Publication Scheme and Training and Development Policy were before the Council having been presented at the Annual Meeting of the Parish Council.

Resolved to approve and adopt the Publication Scheme and Training and Development Policy.

A draft Litter Picking Risk Assessment was before the Council.

Resolved to approve and adopt the Litter Picking Risk Assessment as presented.**CLERK'S REPORT****18.84 Clerks Report**

1. The Clerk formally reported that she had completed her Certificate in Local Council Administration (CiLCA) qualification and was awaiting receipt of her certification. She explained that the achievement of this qualification attracted a pay increment and she suggested this was discussed in September when her Annual Pay Review took place. The Clerk also suggested that a Press Release to the Cottered and Throcking News to publicise her success. Councillors agreed and the Clerk will draft a document for Council's approval.
2. There had been an issue with the lack of grass cutting outside Bull Cottage. This was reported to John O'Conner who responded immediately but reported the grass had been cut by the homeowner and requested a site visit to resolve the issue. Cllr Bull stated he would investigate the current situation
3. A query had been received from Andrew Stevenson at East Herts Council about the ownership of land outside the properties in Brook End Lane and specifically who is responsible for the drainage system. The email had been forwarded to Councillors for response. Andrew requested to meet with a Councillor(s) late morning/early afternoon at the site to discuss the matter. The Chairman asked that his contact details be sent to Andrew so they could discuss and agree a meeting if necessary.

Correspondence for noting or not on the Agenda

Letter and information from Seafarers UK re flying the Red Ensign on Merchant Navy Day 3rd September 2018.

Letter from Healthwatch Hertfordshire and Community Ambassador Programme. The Clerk will place the information on the Village Hall noticeboard.

DATES OF NEXT MEETINGS**All meetings to start at 7.30pm in Cottered Village Hall**

11th September 2018

13th November 2018

8th January 2019

13th March 2019

The meeting closed at 9.35pm

Signed _____

Date _____