

FURNEUX PELHAM PARISH COUNCIL

Minutes of the meeting held on Thursday, 11 January 2018, at 8:00 pm in the Furneux Pelham Village Hall.

Present: Cllr S Bratt, Cllr R Gale, Cllr H Smart, Cllr P Watmough and Cllr Mrs D White.

In attendance: F Forth, Parish Clerk and 3 members of the public.

18/1) Apologies

Apologies received and approved from Cllr C Cantes.

18/2) Declarations of interest

None.

18/3) Adoption of previous minutes

RESOLVED to approve the Minutes of the Parish Council meeting held on the 2 November 2017 as a true and accurate record. The Chairman signed the Minutes.

18/4) Matters arising

- a. Car park update - still cars parking in the car park overnight without a permit. Discussed what actions could be taken to enforce the requirement to purchase a permit for parking in the car park when not using the Village Hall. Agreed that should identify what other parishes do. In addition, identify what the legal status is in respect of abandoned vehicles. **Action: Clerk**
- b. Allotment lease - not applicable until September 2018
- c. Whitebarns Lane - see item 18/5 below.
- d. Playground - see item 18/6 below.
- e. Road sweeper - defer to the next meeting.

18/5) Whitebarns Lane

The Chair briefly outlined the position up to the date of the last meeting. Subsequent to that meeting, the East Herts Council legal team reviewed the conveyance and have confirmed that the Lane transferred to Circle Anglia Housing.

Proposal made that as each party believes that the other party owns the lane, that a letter is written to Circle Anglia Housing, with a copy to East Herts Council, asking for the Lane to be inspected/surveyed to enable a timescale to be developed for the maintenance work required.

If Circle Anglia Housing refute that the Lane transferred to them, consideration will need to be given to the next steps. This may require asking Circle Anglia Housing tenants to apply pressure. Agreed that it was not appropriate to get them involved as yet.

A resident thanked the Parish Council for its perseverance in this matter. It was also pointed out that the potholes were bad again as a result of the recent bad weather.

Following a discussion, it was agreed that the cost of undertaking the pothole repair work properly should be investigated. Consideration to be given to creating an emergency repair fund or seeking contributions from affected residents to cover the cost of this work in the short term.

Note - repairing the potholes is not a Parish Council responsibility but assistance given to support residents affected.

Action: Chair, Cllr C Cantes & Cllr H Smart

18/6) Playground

Cllr P Watmough reported that there was more general enthusiasm for the playground but less so for getting people to be part of a Committee to run it. The approach to the school highlighted support from the Headteacher and the agreement that a letter could go out electronically to all parents as well as those in the pre-school. Letter to seek comments and participation in a Steering Group to get the playground established.

The Chair reported that there were no restrictions on using the land for a playground. The covenant placed on the land title required a link to the Village Hall and a playground fits with the 1946 Village Hall governance document. Whilst there was still nothing formal from the Environment Agency, indications had been that this would not be a problem.

The Clerk reported that the insurance aspect was still being pursued.

Agreed that the next steps would be to:

- send the letter out to parents seeking volunteers;
- pursue the insurance aspect; and
- develop terms of reference for the Group to be established to take forward the playground development and subsequent running of it.

Action: Chair, Cllr P Watmough and Clerk

18/7) General Data Protection Regulations

The Clerk updated those present on the new General Data Protection Regulations which provide for new rules, rights and obligations relating to hard copy and electronic management, and use, of personal data. Effectively, there will be more focus on people than there was in the Data Protection Act 1998.

Whilst the interpretation and application of the Regulations is not fully clear as yet, the Parish Council, along with others, will need to be compliant on the 25th May 2018.

The Regulations cover being a 'data controller', a 'data processor', and bring in the requirement to have a Data Protection Officer which cannot be the Clerk or a Cllr as need to be independent and expert in the legislation. There will be a cost associated with buying this service, based on income and be higher in the first year.

The next steps, which could result in additional hours being required, include:

- preparing impact statements in relation to data currently held;
- attending training;
- revising or adding to the existing governance documentation;
- re-instating the computer anti-virus protection on the Parish Council laptop as will no longer be able to use the Clerk's personal laptop; and
- seeing what develops nationally.

18/8) A nations' tribute 11th November 2018

The Chair reported that there is a national plan to light beacons and ring bells in recognition for the centennial celebration of WW1 ending. A local resident has already put plans in place to have an event on this date, including lighting a beacon and linking in with the church.

The Chair suggested that the Parish Council support this event as opposed to undertaking an event of its own and consider, upon request, providing support in the new financial year. This was agreed.

18/9) Finance

a. Update on current financial position

A statement of the budget to actual comparison as at 11 January, as circulated, was received. The financial position is on target to date as the two expenditure items highlighted as overspending are due to timing differences - litter picking and grass cutting and allotments (water).

b. Expenditure

RESOLVED to approve the following expenditure:

Linda Gale, Welcome Pack	£20.00
Fiona Forth, Welcome Pack	£50.00
Affinity Water, repayment	£144.74

RESOLVED to approve the following expenditure with payment to be made once invoices received:

JI Pridmore, path to Allotment	£880.00
Paul Turner, pothole work	£300.00

Cheque and supporting documentation duly signed.

c. Approval of budget for 2018/19 and determination of the precept

d. Forward financial plan 2018/19 to 2022/23

These items, which had been circulated with the agenda, were taken together as linked.

The Clerk outlined that three options for the precept had been circulated with the agenda. These options were prepared as East Herts Council had indicated in a recent letter that the New Homes Bonus would probably not be paid as it had been in the past. The options were:

- maintain the existing level of precept £3,000;
- increase the precept by £500 to £3,500, and £500 each year thereafter until precept of £8,000 is achieved; or
- increase the precept by £1,000 to £4,000, and £1,000 each year thereafter until the precept of £8,000 is achieved.

The reasoning for aiming for a precept of £8,000 was outlined, primarily to ensure that the Parish Council would be able to operate within its resources on a financial year basis and maintain a balance of £4,500.

Following a lengthy discussion, RESOLVED to determine the precept at £3,500 for 2018/19 and accept the budget with the precept at that level, as circulated, for 2018/19.

In addition, RESOLVED to approve the forward financial plan on the basis of the precept being set at £3,500 for 2018/19 to 2022/23 period.

e. Support for the Community Morning

The Clerk had circulated the request for support for the Community Morning with the agenda. Following discussion, RESOLVED to donate £40 to this initiative.

f. Donation to the Parochial Church Council for the upkeep of the graveyard

The Clerk had circulated the request for a donation from the Parochial Church Council with the agenda. She also highlighted that the previous donation was £800. Following discussion, including a review of the financial information provided, RESOLVED to make a donation of £400 as this was considered the shortfall shown by the financial information.

g. Donation to the Village Hall Management Committee for lights and Christmas Tree

Cllr Mrs White highlighted that the Village Hall had made a loss this year due to the improvements that had been undertaken. £40 had been spent on the lights and £105 on the tree, and it was confirmed that no specific event was linked with the tree. Following discussion, RESOLVED to contribute 50% towards the cost, effectively £72.50.

18/10) Allotments

Cllr Mrs D White stated that there was nothing to report. The water had been turned off and it has been confirmed that the school would not be interested in a plot as they have their own plot within the school.

18/11) Village Hall Committee

Cllr Mrs D White reported that the Carol Service this year had been held at the stables. In general, the bookings are healthy and there's no issues to report.

18/12) Correspondence

a. Planning applications

The Clerk reported that it had been a busy couple of months in relation to planning applications. There had been no further progress on the application to erect 5 dwellings on land at Barleycroft End. Since the last meeting:

- 8 decisions had been made - permission granted;
- 7 applications had been considered; and
- 2 applications had been withdrawn.

Details of all applications are on the Parish Council website and those since the last meeting are detailed in Appendix A.

Cllrs had provided no comments on the applications above as part of the consultation process.

b. Communications to Parish Clerk

The Clerk referred to the following matters:

- Police crime statistics - no crimes in December 2017; and
- further slippage has been incurred by the Environment Agency in its flood risk project, meaning no meeting this month and not known when this will be. Options currently being considered though are:
 - storage of flood water on land upstream of Furneux Pelham;
 - flood defence wall to protect some properties in Furneux Pelham; or
 - a bypass culvert/channel to divert flood flows.

c. Communications to or from Councillors

The Chair reported on the following matters:

- East Herts Council (EHC) enforcement at pallet yard - EHC still deciding whether or not to take legal action;
- use of Braughing road by pallet lorries - this is having an impact on the road and there had been an understanding that the preferred route was through Albury. However, there is no documentation to support this assertion;
- inconsiderate parking outside The Chantry House at school time - lorries and other large vehicles are churning up the edge of the property. Large stones are being placed on the edge and the owner has been informed of the impact of doing this; and
- parish magazine - an article submitted by a resident had been rejected by the editors.

18/13) Residents comments

None (contributions received as part of earlier items)

18/14) Next meeting

Confirmed that the next meeting of the Parish Council is on the 1st March 2018 in the Village Hall at 8pm

The meeting ended at 9:38pm.

APPENDIX A

Application number	Proposal	Action
<u>3/17/2970</u> <u>/LBC</u>	Replacement window to rear elevation - kitchen, install secondary glazing to all windows; replacement of central heating system with new balanced flue to first floor rear elevation at Bowyers Cottage, The Street.	Application considered
<u>3/17/2851</u> <u>/FUL</u>	Erection of a teaching canopy in the Early Years department to cover an existing outdoor teaching area; existing ground grass converted to artificial grass for all weather access at Furneux Pelham JMI School.	Application considered
<u>3/17/2806</u> <u>/HH</u>	Front enclosed porch at 8 The Old Common, Barleycroft End.	Application considered
<u>3/17/2718</u> <u>/HH</u>	Proposal to extend to front elevation with new storm porch and mono pitched single storey extension to provide utility room, cloak room and enlarged kitchen + proposal to change existing roof tiles to match extension at Perrymill House, The Causeway.	Application considered
<u>3/17/2662</u> <u>/FUL</u>	Proposed 5 bedroom detached house with double garage and new access at land adjacent to The Spinney, Whitebarns.	Application considered
<u>3/17/2596</u> <u>/HH</u>	Part single storey/part two storey rear/side extension at 2 Brick Cottages, The Street.	Application considered, subsequently withdrawn
<u>3/17/2595</u> <u>/HH</u>	Part single storey/part two storey rear/side extension at 1 Brick Cottages, The Street.	Application considered, subsequently withdrawn
<u>3/17/2592</u> <u>/HH</u>	Two-storey side extension, first floor infill extension and single storey rear extension at South View, Violets Lane.	Application considered, permission granted
<u>3/17/2469</u> <u>/LBC</u>	Proposed installation of external flue for condensing boiler to south elevation at 3 The Old Brewery, Violets Lane.	Permission granted
<u>3/17/2426</u> <u>/FUL</u>	Change of use to provide a Dog Training Facility, existing gated entrance relocated, improved access, additional on site parking, site storage, erection of new polytunnel and new 'portaloo' type toilet facilities at Greenbury Paddocks, Albury Lane.	Amended application considered, permission granted

Application number	Proposal	Action
<u>3/17/2369</u> <u>/FUL</u>	New dwelling at land adjacent to Hillside, The Street.	Permission granted
<u>3/17/2305</u> <u>/HH</u>	Erection of detached garage at South View, Violets Lane.	Permission granted
<u>3/17/2247</u> <u>/HH</u>	Two storey and single storey side extension at Hillside, The Street.	Permission granted
<u>3/17/2180</u> <u>/FUL</u>	Erection of stables, tack/feed room and hardstanding (Retrospective) at East End Farm, East End.	Permission granted
<u>3/17/2099</u> <u>/VAR</u>	Variation of condition 6 (footpath link) of planning permission 3/17/0957/FUL - Erection of five detached dwellings with garages - Condition 6 to be varied to enable the properties to be occupied prior to construction of this section of footway. An extension of six months beyond first occupation of the development to construct the footpath (a s278 application was initiated with HCC in February 2017) at Plots 1 and 5 Calvert Close.	Permission granted