

FURNEUX PELHAM PARISH COUNCIL

Minutes of the meeting held on Thursday, 5 July 2018, at 8:00 pm in the Furneux Pelham Village Hall.

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

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

18/48) Apologies

Apologies were received and approved from Cllr H Smart.

18/49) Declarations of interest

None.

18/50) Adoption of previous minutes

RESOLVED that the minutes of the annual meeting held on the 10th May 2018 be accepted as a true and accurate record of the proceedings and be signed by the Chair.

18/51) Matters arising

- a. Car park update - the Chair reported that he had prepared a letter regarding the abandoned red landrover which will be delivered to properties in Barleycroft End, around 9 houses. The letter asks that a permit to be purchased or the vehicle removed. **Action: Chair**
- b. Allotment lease - not applicable until September 2018
- c. Whitebarns Lane - see item 18/53 below.
- d. Playground - see item 18/54 below.

18/52) Co-option of Parish Councillor

The Clerk reported that there had been no request for an election and therefore the Co-option policy was now being followed. However, prior to advertising the vacancy, it was identified that there were 2 potential candidates and it was agreed to pursue these further before advertising.

Action: Chair and Cllr P Watmough

In addition, Cllr Mrs D White highlighted that she would be moving in around 18 months and would be willing to step down should both the potential candidates be willing to be co-opted. The Chair thanked her for this offer.

18/53) Whitebarns Lane

Since the last meeting, the Chair reported that he had tried engaging further with Clarion, without success, and noticed that someone had filled in the pot holes.

He also highlighted that he had drafted and circulated a proposed letter for residents in Whitebarns Lane that outlined the position to date. Feedback was that the letter was good and should be issued. **Action: Chair**

18/54) Playground

The Chair reported that he'd spoken with a person in Bramfield who'd successfully raised funds for a playground there. The key points made were:

- need to be satisfied that a playground is wanted, and this can be achieved by undertaking a survey of the village, ensuring that children and grandparents are included;
- identify what level of volunteer input is available from the village to undertake the grounds work and fund raising; and
- be specific about what is needed and ensure this is costed, preferably 3 quotes.

The advice was that the above actions should be undertaken prior to applying for a grant as this will enable clarity for any funding application.

Based on this advice, no application was made for a grant after the last meeting. The next steps will be to undertake detailed consultation over the summer to confirm that a playground is wanted by knocking on doors, using electronic survey tools and seek further comments through facebook.

Action: Chair and Cllr P Watmough, with support from the Clerk

18/55) Mary Wheatley Trust

The Chair explained the background to the Mary Wheatley Trust, in particular highlighting that the Trustees are appointed as follows:

- 2 by the Church; and
- 2 by the Parish Council.

The Parish Council trustees are the Chair and Mr M Watson, and the latter is due for re-election this coming November. Following a discussion, it was agreed that the Parish Council seek another person to be appointed as Trustee in November. **Action: Chair**

18/56) Governance documentation

The Clerk outlined that the governance documentation had been reviewed and the results of that review had been summarised and circulated with the agenda. Whilst some minor amendments had been identified to ensure documentation is in line with best practice, a full update of the Standing Orders had been undertaken. Standing Orders had primarily been amended due to the Transparency Code and data protection changes. The policies affected by the General Data Protection Regulations (GDPR), Data Protection and Freedom of Information, have been deferred until the September meeting as the GDPR implementation is still in progress.

RESOLVED to approve the governance documentation as amended by the Clerk.

18/57) Flood project

The Chair reported that the consultation/drop in session, held at the end of May, had been prepared well by the Environment Agency to provide information on the options to prevent the river flooding behind the brewery development.

There was a clear preference for diverting the course of the river but this would cost around £600,000 and less than £100,000 was currently guaranteed. It was made clear to the Environment Agency that the Parish Council has no funds to contribute. In addition, the landowners affected had not been spoken to as yet regarding this proposal.

It was proposed that the Environment Agency lead come to the next meeting to provide an update, with an option for residents to drop in beforehand to discuss with any concerns with the project. This will need to be advertised.

Action: Clerk

Cllr R Gale raised that there is flood alleviation work in relation to the A120 Bypass and asked whether any implications for the local project had been considered. It was agreed that this would be followed up with both the Environment Agency and Herts County Council. **Action: Clerk**

Finally, the insurance implications of this project for home owners was raised, for example, how would it change the flood risk for nearby residents. The Clerk agreed to follow this up with the Environment Agency. **Action; Clerk**

18/58) Finance

a. Update on current financial position

A statement of the budget to actual comparison as at 5th July, as circulated, was received. There were no matters to highlight.

b. Expenditure

RESOLVED to approve the following expenditure:

| | |
|--------------------------------|---------|
| LCPAS, Data Protection Officer | £150.00 |
|--------------------------------|---------|

Cheque and supporting documentation duly signed.

The Clerk reported that the Parish Council's insurance had been renewed with Zurich Municipal for £342.20 and this was noted.

In addition, the Clerk reported that the Barclays bank mandate was being amended to remove C Cantes as a signatory following stepping down as a Cllr at the Mary meeting.

18/59) General Data Protection Regulations (GDPR)

The Clerk reported that work is continuing to document the systems in place for the Parish Council. This will ultimately become the "drop dead" book and include the identification of where personal data is held.

Cllrs were reminded that they needed to complete the GDPR awareness checklist and return it to the Clerk. **Action: Cllrs**

Finally, as mentioned above, the Data protection policy is still to be revised.

18/60) Allotments

Cllr Mrs D White stated that half of the plots has been taken for the coming year and potential for 1 more to be occupied as an interest had been shown by a new resident.

18/61) Village Hall Committee

Cllr Mrs D White stated that there was nothing to report apart from that the Village Hall will receive a percentage of the funds raised from the Village Fayre.

18/62) Correspondence

a. Planning applications

Since the last meeting:

- no decisions as yet in respect of the applications referred to the Planning Inspectorate:
 - application to erect 5 dwellings on land at Barleycroft End - appealing the lack of decision by East Herts Council [3/17/0059/OUT]; and
 - refusal of planning permission to demolish chicken barns and erect 3 dwellings [3/17/1657/FUL]; and
- 5 applications considered, 1 application withdrawn and 2 granted permission.

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

b. Communications to Parish Clerk

The Clerk referred to the following matters:

- Tesco bags of help scheme - reminder that this scheme can be applied for and it has been highlighted that applications in the area are currently low;
- Police statistics - no matters to report; and
- water companies - the dispute with Castle Water is still in progress. Photos of the allotments showing that there is no waste water have been sent.

c. Communications to or from Councillors

Cllr P Watmough referred to the recent article in the press regarding residents being given funding to fix their own potholes in Oxfordshire. The article highlighted that the funding for a parish council was proportional to the percentage of the county road network.

Cllr R Gale highlighted that the hedge surrounding the carpark needed to be cut back and the Clerk agreed to obtain quotes. **Action: Clerk**
Cllr R Gale also reported that Highways had been notified of the state of the road from The Wash towards Stocking Pelham.

The Chair highlighted that the footpath had not been completed at the new housing development opposite The Brewery Tap. It was a condition of the planning consent that this footpath was to be completed within 6 months of the first occupation of the houses which was around Christmas 2017. It was agreed that this would be reported to Planning Enforcement at East Herts Council. **Action: Clerk**

18/63) Residents comments

School parking - a resident raised that the school are looking for volunteers for the "stop and drop" system that operates in the mornings. Effectively operating like a parking warden and volunteers are typically parents but maybe the local resident who has been facing difficulties would like to volunteer. Email containing this information to be circulated. **Action: Clerk**

18/64) Next meeting

Confirmed that the next meeting of the Parish Council is on the 6th September 2018 in the Village Hall at 8pm.

The meeting ended at 9:05 pm.

APPENDIX A

Planning activity since the previous meeting:

| Application number | Proposal | Action |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| <u>3/18/1398/HH</u> | Two storey extension, single storey extension, new oak framed porch and roof lights installed to the new roofs at The Old School House, The Street. | Application considered |
| <u>3/18/1046/HH</u> | Proposed two storey side extension; block up side window and door openings and create 2 first floor and 2 ground floor side window openings at Hillside, The Street. | Application considered |
| <u>3/18/1044/FUL</u> | Demolition of detached garage; construction of new dwelling at Land west of Hillside, The Street. | Application considered |
| <u>3/18/0996/HH</u> | Erection of rendered storm porch and mono pitched single storey front extension and installation of timber framed window to enlarged opening to front elevation of house to match existing type at Perrymill House, The Causeway. | Application considered Permission granted |
| <u>3/18/0964/HH</u> | Extension to detached garage and part conversion to habitable area at Patient End House, Patient End. | Application considered |
| <u>3/18/0954/OUT</u> | Outline planning permission for two detached 4 bedroom dwellings; all matters reserved at Land adjacent to The Spinney, Whitebarns. | Application withdrawn |
| <u>3/18/0514/OUT</u> | Outline planning for the erection of 1 three bedroomed dwelling at Wych Elm, Barleycroft End. | Permission granted |