

MINUTES of the ANNUAL MEETING of ESSENDON PARISH COUNCIL
HELD in the Village Hall on MONDAY 14th May 2018 at 7.00pm

PRESENT:

Councillors:

Ian Screech (Chair), Mike Brown, Keith Venables, Ian Venables, Rex Jones, Clerk Dee Daniell and one member of public

- 1 Apologies of absence have been received from Fran Christensen.
- 2 Election of Officers:
Chairman Mike Brown - Proposed IS, Seconded IV
Vice Chairman Ian Venables – Proposed IS, Seconded MB
Village Hall – Rex Jones – Proposed KV, Seconded IV
Allotments – Rex Jones – Proposed KV, Seconded MB
Playing Field – Keith Venables – Proposed IS, Seconded MB
WHBC/HAPTC – Ian Screech – Proposed KV, Seconded RJ
Planning – Mike Brown – Proposed RJ, Seconded KV
- 3 No gifts or hospitality received in 2017/2018
- 4 No other business – ordinary meeting followed

ORDINARY MEETING

PRESENT:

Councillors:

Mike Brown (Chair), Ian Venables, Ian Screech, Keith Venables, Fran Christensen, Rex Jones, Clerk Dee Daniell and one member of public

The chair expressed thanks to Ian Screech for all his work during his chairmanship.

- 1 Apologies of absence have been received from Fran Christensen.
- 2 No declarations of personal or financial interest in the Agenda.
- 3 Minutes of Meeting of Essendon Parish Council held on 12th March 2018 and Annual Parish Meeting held on 10th April 2017 were approved and duly signed.
- 4 **MATTERS ARISING:**
 - a. **WAR MEMORIAL**
No invoice received yet from Ringway for the fitting of the bollard. Discussion of the placement of the bollard that is best placed near the corner wall for protection rather than in the middle section of the wall surrounding the war memorial. It was agreed this was a good project to have put in place.
 - b. **LED LIGHTING**
The email from Highways was read to the effect that the current lighting is considered adequate. There was some discussion about the effect of adjusting the level of light and that any increase would only brighten the immediate pool of light given by the lamp and not broaden the spread of light that was afforded by the old village lighting system. It was suggested that HAPTC are contacted to establish whether or not any other villages are experiencing the same problem and how they have addressed the issue.
 - c. **ALLOTMENT GRASS CUTTING EQUIPMENT**
Councillor Rex Jones confirmed that all the equipment had been ordered and he is awaiting delivery. The invoice is not yet to hand and the supplier will deliver this once all equipment has arrived, Once on site, a meeting of allotment holders will be held where letters of personal risk will be signed.

5 ANY MATTERS RAISED BY THE PUBLIC

- a) Paul Plail, Chair of Essendon Village Hall Committee, requested permission to remove the wash hand basin situated in the meeting room and no longer used. It was originally used when the meeting room was used as a Midwives Clinic. It was agreed that this can be removed. The Village Hall Committee are entering a fund-raising process with the Weston Anniversary Fund to enable improvement of the Kitchen and Bathroom facilities. The clerk agreed to assist in the application.

6 FINANCE

Cheques were signed for the following expenditure.

Furnitubes International (bollard)	£876.00
Stationery, Ink, Stamps	£70.94
Wine and Nibbles for Annual Parish	£84.14
HAPTC Annual subscription 2018/2019	£500.00
Clerk Pay 12/2 – 2/4/18	£498.56
HMRC	£124.40
Zurich (CAS Ltd) Insurance 2018/2019	£706.18
Gallagher & Brocklehurst (internal audit)	£240.00
TOTAL	£3,100.22

The precept for 2018/2019 of £16,500 has been agreed and received at the bank.

The insurance payment for 2018/2019 is on a 5-year term, this being the second year. The new allotment grass cutting equipment has been added to the All Risks list of items within the insurance policy, thus the increase from £671 to £706 above. This is still far below the previous insurance payment in the region of £1,200.

The final accounts have been internally audited by Gallagher & Brocklehurst and AGAR part 2 and Certificate of Exemption for authorities with income and expenditure below £25,000 were signed by the Chair and the Clerk in her capacity as RFO.

The pay for the Clerk was discussed. No scale point rise for two years. The Clerk left the meeting during the discussion. It was agreed the Clerk be paid on scale point 21 with immediate effect. The Clerk rejoined the meeting.

7 PLANNING MATTERS

Mike Brown read the list of outstanding applications:

6/2017/1452/LAWP – Camleigh Farm, Cucumber Lane for single storey side extension

6/2018/0724/LAWP – Holwell Court Farm for rebuild of outbuilding

LAWP are for Certificate of Lawfulness and no comments are made.

6/2018/0772/FULL – West End Farm, West End Lane for erection of stable and menage

The Parish Council comments on the previous application were made and stand.

An email was read from Jane Oram regarding the Local Plan and particularly the planned development of Birchall Garden Suburb abutting the A414, part of which will be within the boundary of the parish of Essendon. The Clerk produced maps of the Essendon boundary for Councillors to view the extent of the boundary. It was stated that any boundary change would need to be applied for with the Boundary Commission and the method for such application would necessitate research to establish what the process would entail. It was suggested a residents' referendum, which might be costly, would be required should any such application be made. It was considered there is no need to do anything at this stage whilst awaiting the Inspector's response to the questions raised during the Stage 4 hearings during the week commencing 25th June 2018. It was decided that this item will be put on the Agenda for the Parish Council meeting on 25th June to be discussed further.

8 CORRESPONDENCE

- a) Ian Screech read an email from Colin Rees regarding a request from the Fete Committee for financial support in the sum of £1,500 towards the purchase of new tables for the annual fete on August Bank Holiday that is to be renamed Essendon Village Day. It was agreed that this would be an acceptable expenditure from parish

funds on the understanding the tables would be the responsibility of the Fete Committee for insurance purposes Proposed Ian Screech, Seconded Rex Jones. Ian Venables as Chair of the Committee was excluded from the voting process.

- b) Email from Hertfordshire County Council regarding the flooding in Holwell Lane was read. This was in response to the clerk's email following up a suggestion from a resident of Holwell Lane that the drains require clearing. HCC stated "We have assessed your report and the location is considered safe . . . we will add your report to a list of possible future works". It was reported that another resident has been forced to pay to fell two trees and for the road to be closed for two days to effect the work as a result of the continued flooding.
 - c) An email from John Loizou regarding lorries using the B158, speeding vehicles and the state of the road was read. It was decided to reply on the basis that this is an ongoing issue and to alert Mr Loizou to the DriveSafe initiative on the website.
 - d) HSP Annual Meeting 6th June 2018 at Herts University – no attendance.
 - e) Letter from Chancellor's School regarding consultation to develop the school premises to provide accommodation for an increase in the school's admission number from 180 to 210 places. The contents have been noted.
- 10 ANY OTHER BUSINESS
- a) SID update – email from Mark Goodyear today stating that the contractors had again been contacted and believed that the necessary socket had at least been installed.
 - b) Keith Venables asked if there had been any developments in the enquiry to cut back trees by the old garages in Glebe Cottages. No response to date.
 - c) Keith Venables reported a sign down on the High Road. The clerk confirmed this had already been reported.
 - d) Keith Venables reported on the state of the hedges on Essendon Hill. The clerk was requested to contact Gascoyne Estates asking what the intention is in the severe cutting back of the hedges.
 - e) The drain in West End Lane by Hanbury Lane is completely blocked. The clerk will report this on the HCC Fault page.
- 11 DATES OF FUTURE MEETINGS: As set out on the Agenda
2018: 25th June; 3rd September; 8th October; 19th November;
2019: 7th January; 11th February; 11th March; 8th April (Annual Parish Meeting);
13th May (Annual Meeting)

DATE OF NEXT MEETING: Monday 25th June 2018 at 7pm

This meeting was closed at 8.25pm