

**MINUTES of the MEETING of ESSENDON PARISH COUNCIL**  
**Held in the Essendon Village Hall on Monday 13 September 2021 at 7.00pm**

**PRESENT:**

Councillors: Mike Brown (Chair), Keith Venables, Ian Venables, Tracey Willetts and Fran Christensen.

In attendance: Clerk Nerine Chalmers. 2 members of the public were present.

**21/61 Apologies**

Apology for absence from Rex Jones received and accepted.

**21/62 Interests**

No declarations of interest from councillors on items on the agenda

**21/63 Minutes**

To confirm the Minutes of Essendon Parish Council held on 14 July 2021 as an accurate record of proceedings

Resolved that these minutes be agreed as a true and accurate record of the proceedings. The minutes were duly signed by the Chairman

**21/64 Matters arising**

No matters arising

**21/65 Public Issues**

Members of the public and councillors can raise matters of concern

- a) Concern was expressed over the very poor condition of the white wooden posts that act as traffic calming features at either end of the village. This issue was reported to the Highways Team at Hertfordshire County Council on 15 May 2021. The reference number is: 401001998685. The response was that based on the information provided, the team has assessed this fault as a low priority. This means it doesn't need attention right now. Resolved that the clerk should write to Cllr Stephen Boulton to request that the restoration of these features of the village be funded through his locality budget.
- b) A query was submitted as to when Welwyn Hatfield Borough Councillor Jonathan Boulton will resume regular surgeries on the first Saturday of every month. Clerk to enquire.
- c) Query as to the date for the installation of the second SID. Previous information was that the SIDs are installed in two windows each year, so the Essendon SID should be placed in the first window for delivery in around August / September time. Clerk to investigate.

**21/66 Disturbance on Thursday 26 August 2021 at the Village Hall**

The chair commended the chairman of the Hall Committee on his very comprehensive report of the incident, presented to councillors in advance of the meeting. The chair reminded the meeting that the Parish Councillors are the trustees of the hall, while the Hall Management committee oversees its day to day running. Both groups work in tandem to support the village. The purpose of the discussion was to ensure that no such disturbance can happen again. The following aspects were discussed and are in process:

- engaging with Community Police Officers to encourage a better working relationship with the village
- amendments to the booking process, including the deposit
- presence of a hall representative at the beginning and end of each event
- an online booking form providing comprehensive details of the hirer

An insurance claim will be submitted for the damage caused in this incident. The chair acknowledged the hard work of the Hall Committee.

**21/67****To receive updates on:**

- a) 21/26 a) Entrance to Spinney Development Ref number 401001679413. No result yet – clerk to follow up.
- 21/26 b) Poor quality roadworks at the bottom of Essendon Hill – Work completed
- 21/26 c) Blocked tunnel under the road at the bottom of Cum Cum hill - No result yet –clerk to follow up.
- 21/26 d) Drains on West End Lane - No result yet – clerk to follow up.
- b) ACV on the Rose & Crown Forms completed and sent to the Ombudsman. No update so far. The Parish Council wishes the Rose & Crown good luck for the future.
- c) Holes in the surface of the High Road opposite the Rose and Crown – Work completed
- d) Residents concerned about hedges intruding on alleyways in the village. Clerk wrote a generic letter to householders requesting that hedges be trimmed. Householder made enquiries and discovered that Hertfordshire County Council is responsible for hedge cutting. Request that the EPC should monitor the situation and contact HCC when cutting is required. Contact has been made with HCC. Awaiting a response.
- e) Refuse and Recycling Centres. Cole Green Recycling Centre is now open. Notices have been placed on the boards to this effect and a link added to the website. Noted
- f) Resident concerned about parking on the verge, blocking access to homes and obstructing access for emergency vehicles. Request for yellow lines on the corner of Glebe Cottages Road has been added to the next lining works program. Dangerous parking should be reported to the Police as soon as possible. Noted
- g) The damaged dog fouling notice which was reported on 9 July is still open on the WHBC website. Clerk to follow up.

**21/68****Planning**

- a) Notification received and considered for planning applications between 14 July and 13 September 2021

**14 July 2021**

**Application Reference:** 6/2021/2038/COND

**Proposed development at:** Cucumber Hall Barn Cucumber Lane Essendon Hatfield AL9 6JB

**Proposal:** Submission of details pursuant to condition numbers 2 (historic timbers) and 3 (submission of plans) on planning permission 6/2016/1529/LB  
For informative purposes only.

**20 July 2021**

**Application Reference:** 6/2021/1283/LAWP

**Proposed development at:** 1 Bury Cottages Essendon Hill Essendon Hatfield AL9 6AG

**Proposal:** Certificate of lawfulness for the installation of a set of wooden, electric (remotely operated) driveway gates into an existing driveway  
Further to our previous notification on the above application, this proposal was considered on 20 July 2021 when a **decision was made to refuse the application.**

**10 September 2021**

**Application Reference:** 6/2021/1261/HOUSE

**Proposed development at:** 4 Mill Green Cottages Low Road Essendon Hatfield AL9 6AB

**Proposal:** Erection of single storey rear extension  
Further to our previous notification on the above application, this proposal was considered on 10 September 2021 when a **decision was made to approve the application.**

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**21/69 Finance**

- a) To authorise payments made in accordance with the budget  
Payments to Moody Grounds Maintenance, TDC Tree Care and the clerk unanimously agreed.
- b) Transition from Barclays to Unity Bank nearing completion
- c) Transfer of funds to the Hall Replacement Fund - dependent on online banking arrangements
- d) Annual Governance and Accountability Return 2020/21 was submitted to PKF Littlejohn, the external auditor. Still awaiting completion.
- e) Helen McCash has agreed to do the internal audit for 2021/22. Noted
- f) Received from Hall Management Committee - £1,498.93 for unclaimed VAT. Noted.  
It was agreed on 14 July 2021 (minute 21/58 d) that repayment of the loan of £5,000 to the Hall Management committee for payment to OT Construction Ltd should be deferred for a period of one year.
- g) Invoice from the Village Hall Committee for £45, in payment for the hire of the hall for meetings in July, September and October, as previously agreed by the council.  
Thereafter the VHC proposes to start the weekly 2hr "Essendon Connect" hire slots in October following the "Freshers Fayre". Resolved. Payment of the invoice for £45 to be made; invoices will be submitted by the VHC for subsequent meetings.
- h) The Village Hall Committee has requested a contribution of £100 towards the cost of cheese, biscuits, wine and soft drinks at the "Freshers Fayre / launch evening" to be held on Thursday 7th October at the Village Hall. Resolved. Payment to be made to the VHC.

**21/70 Correspondence**

- a) Request from Paul Plail that the Parish Council should be represented at the launch of Essendon Connect by completing the Organisation Form. Resolved – clerk to submit the form.
- b) TDC Tree Care have informed the council that if they trim the hedge again next year they will need to cut back the inside of the hedges with chains saws. This will come at an increased cost as a one off for next year. Noted. Clerk to inform TDC Tree Care. Further a request will be made to TDC to do an additional cut to the playing field hedge.
- c) An Invitation to Evensong Service of Remembrance for Road Traffic Victims at St Albans Cathedral on Saturday 16th October 2021 at 4pm. Noted
- d) Letter from a resident with information from Parking Services confirming that a request has already been placed for the road in the Church Street area to be resurfaced, after which the correct lines will be painted, and the Bus Stop sign on the road removed. Noted
- e) Letter from the Rt Hon Grant Shapps MP accompanying a poster which has been placed on the board. The MP holds regular surgeries and can be contacted by phone or email if problems occur. All details are on the poster. Noted

**21/71 Next Essendon Parish Council Meetings:  
October 11, November 8, December 13**

The meeting closed at 20:30