

MINUTES of the MEETING of ESSENDON PARISH COUNCIL
HELD in the Village Hall on MONDAY 12th February 2018 at 7.00pm

PRESENT:

Councillors: Ian Screech (Chair), Mike Brown, Ian Venables, Fran Christensen, Rex Jones, Clerk Dee Daniell and five members of the public

- 1 Apologies for absence received from Councillor Keith Venables.
- 2 There were no declarations of personal interest in items on the agenda.
- 3 Minutes of the meeting of Monday 8th January 2018 were read, approved and duly signed.
- 4 **MATTERS ARISING:**
 - a. **WAR MEMORIAL** – Approval has been received from Mark Goodyear of Highways on the siting of a half bell bollard. One company supplies these bollards at a cost of £800 and siting requires lifting equipment, cement, etc. The first company contacted has quoted £1250+VAT for fitting. Ian Venables to seek further quotations for this work.
 - b. **RUBBISH AND RECYCLING SKIP EVENT** – No developments.
 - c. **ESSENDON VILLAGE SIGN REPAIR** – Completed thanks to Ian Venables.
 - d. **SUNSET VIEW** - No developments. Clerk to contact Grant Shapps.
 - e. **LED LIGHTS** – Clerk contacted Highways. No developments. Will follow up.
 - f. **ALLOTMENT GRASS CUTTING** – The parish council has been awarded £1,000 from the Locality Budget of Councillor Stephen Boulton for a local project. As this required an on-the-spot decision, the Clerk applied for equipment for cutting grass in the allotments and children’s playground. The insurance company was consulted with regard to the Health and Safety aspect of providing such equipment for the use of allotment holders owing to the previous concerns of liability of the parish council. The insurance company has assured the parish council that it is covered if users of the equipment are trained and fully understand the risks involved. The Councillors decided that subject to risk assessment, training would be enforced and signed for and the equipment be kept securely locked. Only those users having signed would be allowed access to the equipment. The equipment applied for involved petrol mower, petrol strimmer and petrol hedge cutter. The £1,000 would also cover the necessary gloves and safety visors required to operate the equipment.
 - g. **VILLAGE CHRISTMAS TREE SUB-COMMITTEE** – Ian Venables agreed to chair the sub-committee and has agreements from Graham Williams and Nigel Brunt to serve on the committee. There would be further invitations to join the committee but it was decided to limit the number of members to six. There was some discussion on the use of parish council funds to pay for the event and fund-raising events were discussed.
- 5 **THE SPINNEY** – The chair decided to allow the presentation prior to the meeting.
- 6 **ANY MATTERS RAISED BY THE PUBLIC.**
 - a. A member of the public thanked the parish council for the Village Christmas Tree event considering it “wonderful” and afforded the opportunity to meet other residents of the community and suggested a raffle to raise funds towards the 2018 event.
 - b. It was agreed that the “200 Club” draw could take place. Paul Plail, on behalf of the Village Hall committee organised the draw. Councillor Fran Christensen drew the following numbers: 132 : Sue Rogers (£50), 135 : Vanessa Spragg (£20), 101 : Angela Venables (£10)
 - c. A member of the public requested if there were any developments on the installation of the Speed Identification Device (SID). The clerk assured the Council that further emails had been sent on this item and advised that the latest date had been suggested as between 2nd and 6th March 2018. It was also asked how the SID was to be funded and the clerk explained that she had applied for and won funding from the Police Commission.
 - d. A member of the public requested advice on a problem parking issue where a neighbour was parking over their drive. The police had been involved and meetings with the community police had already taken place. There was some discussion regarding the

parking problems in the village as a whole. A recent email received from a resident regarding parking around the Church was read and discussed. There is nothing the parish council can do to alleviate parking problems in the village. With the increase in vehicle ownership in a small village whose infrastructure is not designed to accommodate such increase.

7 FINANCE

Cheques were signed for the following expenditure.

B. Kent-Lemon – mulled wine, mince pies, etc for Christmas Tree event	£84.68
D. Daniell – Wix Website annual subscription 2018	£74.25
D. Daniell – Clerk duties 20/11/17-12/2/18	£450.72
HMRC – Tax due on Clerk's pay	£112.80
TOTAL	£722.45

The clerk advised the annual subscription for HAPTC will rise to £500 in the forthcoming year. The chair announced that a separate bank account has been set up under the name of "Trustee Essendon Village Hall" to be used for the village hall contingency fund. An explanation was requested as to how these finances would be organised when and if monies would be required for future expenditure on the village hall. It was explained that this would be in the form of cheque payments using the same signatories as the parish council bank account.

8 PLANNING MATTERS

An update on outstanding planning applications was read including Wildewood, Essendonbury Farm, Burnside and Camleigh Farm. There was a question regarding the ongoing work at Essendonbury Farm and it was confirmed that this was electric cable laying. There was a very brief discussion on the aforesaid presentation on behalf of Essendon Property Ventures and agreed this would be discussed further once the application had been officially received.

9 CORRESPONDENCE

- a. Email from Councillor Rex Jones – enquiries regarding the trusteeship and responsibility for maintenance, etc, of the village hall as well as the employment status of the caretaker. The trustees delegated a committee responsible for the official running of the village hall and its expenditure thereof. It was confirmed that all the relevant documentation that had been held by Councillor Alan Steele during his chairmanship had been passed to the current treasurer Rupert Priestnall. It was suggested these enquiries would be answered within those documents. There was a brief discussion on pension entitlement and PAYE when the chair confirmed the clerk was registered for PAYE. The clerk confirmed the caretaker was employed by the Village Hall and provided the parish council's own village hall document folder that was passed to the chair for further research.
- b. The clerk announced the Borough, Town and Parish Councils Meeting on 28th March at 6.30pm and requested any items for the agenda. It was agreed to suggest the village LED lighting. The chairman and clerk will attend the meeting.
- c. It was agreed that the Beacon supporting victims of crime poster be posted on the noticeboard.
- d. The Cole Green Way Greenspace Action Plan is now inviting comments and there is an opportunity to view and discuss the plans at Hertingfordbury Cowper School in Birch Green on 14th March between 5pm and 7pm. It was agreed that the poster advertising this event be posted on the village notice board and advertised on the website.

10 ANY OTHER BUSINESS

- a. Complaints received from residents regarding dog fouling in the village. It was agreed the clerk contact WHBC to erect further dog fouling signs, particularly in School Lane.
- b. The traffic calming gates on the entrance to the village approaching from Brookmans Park are still in need of repair. The clerk to report this as a fault to Highways.

DATE OF NEXT MEETING: Monday 12th March 2018 at 7pm
This meeting was closed at 8.40pm