

MINUTES of the MEETING of ESSENDON PARISH COUNCIL
HELD in the Village Hall on MONDAY 11th February 2019 at 7.00pm

PRESENT:

Councillors:

Mike Brown (Chair), Ian Venables, Keith Venables, Rex Jones, Tracey Willetts, Clerk Dee Daniell and two members of public

- 1 No apologies for absence. Councillor Fran Christensen was not in attendance.
- 2 No declarations of personal or financial interest in the Agenda.
- 3 Minutes of Meeting of Essendon Parish Council held on 7th January 2019 were approved with a date amendment and duly signed.

4 **MATTERS ARISING:**

a. **VILLAGE HALL CURTAINS**

The finance of £3,500 has been deposited into the Parish Council bank account from the Village Hall Committee and Councillor Rex Jones is organising the purchase and installation. Further details at the next meeting.

b. **SID**

Mark Goodyear at HCC has been confirmed that he will chase up the Licensing and Enforcement team who are dealing with this matter. The Clerk will contact Mark Goodyear again prior to the next meeting if the work has not been carried out to reduce the overhanging branches.

c. **WAR MEMORIAL FLAGPOLE**

The Clerk confirmed that Councillor Stephen Boulton had agreed to finance this to the tune of £500 (to include installation) from the Locality Budget. The application was subsequently made and the Clerk confirmed the money is in the bank. There was a brief discussion as to location of the flag pole and Councillors agreed to meet to confirm the most appropriate place for the flag pole to be installed. An email from UNO regarding the damage to the bollard was read to the effect that they agreed to pay £120 towards repainting of the bollard following the damage by the UNO buses. Bank account details had been requested and these were given to the Chair to submit to UNO.

d. **HAPTC REPORT BACK ON PUBLIC DISTURBANCE**

The Chair read the email response from HAPTC and it was agreed to quote the text within the minutes for future reference:

QUOTE

Anyone, whether a councillor or member of the public, who disturbs proceedings may be required by resolution to withdraw. It is not desirable for such a resolution to be moved until the chairman has at least once requested the offender to desist and the request has been ignored. Where the chairman's request has been disregarded, the resolution should be moved automatically and without comment. Almost any interruption by a member of the public is technically a disturbance. An offender who refuses to obey the resolution may be removed by force, but care should be taken to use no more force than is necessary. It is usually desirable (but not legally necessary) to secure the help of the police..... a resolution of exclusion ought not to extend to future meetings Barton v Taylor (1886) 11 AC 197.

UNQUOTE

It was agreed in the event of any future disturbances, meetings will be suspended and police called.

5 **ANY MATTERS RAISED BY THE PUBLIC**

- a) Jane Oram suggested a resolution be made on point 4d public disturbance that Councillors adopt a policy to suspend meetings. It was resolved that in the event of

a disturbance arising in any future meeting that the meeting will be suspended and police contact made if necessary. Proposed Ian Venables, Seconded Rex Jones.

6 FINANCE

A section from a notice from HCC Council Tax and Budget Plans 2019/20 was read to the effect that “the draft budget ... includes a 2.99% increase (the maximum we’re allowed to charge) for our element of council tax. This works out at an extra 76p a week for average Band D households.”

There was a brief discussion about on-line banking and agreed to continue the use of cheque payments.

Cheques were signed for the following expenditure:

Petrol for lawnmowers for allotments (R. Jones)	£19.95
Clerk: Invoice 0019 19/11/18-11/2/19 12 wks	£512.36
Clerk: Admin expenses/inks/website hosting	£117.43
HMRC Tax on Clerks salary	£128.20

TOTAL £777.94

7 PLANNING MATTERS

A brief discussion on an email received from Harriet Swale on behalf of the architects concerning the planning application for Essendon Country Club requesting the parish council to support the calling in of this application to committee. It was decided that on the basis that our comments had been submitted that this would be left for planning department to decide.

Footpath No 2 was reported as closed for repair. Current report on footpaths was given to Keith Venables and will be placed on the website as usual.

6/2018/2898/FULL – Holwell Court Farm, Holwell Court, Hatfield, AL9 5RL – erection of a single storey timber framed barn - APPROVED.

6/2018/2947/HOUSE – 4 High Road, Essendon AL9 6HW – erection of part single part two storey side/rear extension following demolition of existing single storey rear extension and Conservatory and alteration to openings - APPROVED

6/2018/2884/HOUSE – Dimsdale House, Essendon Place, High Road – erection of a new timber clad garden room to the rear garden and alterations to garage roof - APPROVED

8 COUNCILLOR AND CLERK APPOINTMENTS/ELECTIONS MAY 2019

A welcome was extended to newly appointed Councillor Tracey Willetts. The clerk distributed a new Councillor training timetable to Councillor Willetts. The clerk also distributed a list of Councillor contact details for confirmation and future distribution. Election nomination packs were distributed and it was agreed the clerk would draft an advertisement for approval at the next meeting. The clerk would also distribute a copy of the Election Timetable to all Councillors.

The chair had researched models of job descriptions for a new clerk/RFO. A pack was put on circulation for discussion at the next meeting. It was decided that the appointments committee would consist of councillors Mike Brown (chair), Keith Venables and Tracey Willetts. The appeals committee would consist of Ian Venables (chair), Rex Jones and Fran Christensen. Once agreed and drafted, the advertisement would be posted on notice boards, website and parish magazine as well as the HAPTC monthly newsletter.

9 CORRESPONDENCE

a) HAPTC Buckingham Palace Garden Party Draw for invitation to Chair and guest. Unsuccessful again this year.

b) EQUINE INFLUENZA – an email alert had been received from Dawn Grocock at HCC Countryside and Rights of Way concerning the need to avoid contact with horses. It was agreed to post the contents on the website and the noticeboard.

- c) HAPTC notification of Armed Forces Day 29th June. Funding available but it was generally thought this would clash with the arrangement for Open Gardens Day on 9th June.
- d) Email from TDC Tree Care passed from Ian Screech regarding cutting of the field hedges. It was decided that Ian Venables would contact Robert Craig for a meeting to discuss future maintenance of the hedges.
- e) Local Plan Mineral Deposits CD had been received and Jane Oram offered to take this on behalf of the Essendon Society and report back to parish council if necessary.

10 ANY OTHER BUSINESS

- a) Councillor Rex Jones reported to parish council findings from the Village Hall Committee who are seeking advice on the appointment of a new caretaker and bookings clerk. In light of the fact that the treasurer Rupert Priestnall no longer wishes to be responsible for village hall bookings, the committee could not decide upon the best form of procedure. It was suggested that before the parish council could be involved, an advertisement needs to be drafted and posted by the village hall committee.
- b) A member of the public reported that the street light by the garages behind Rectory Close is not working again and as it is not numbered it cannot be reported as a fault in the usual way. The clerk explained this is not the responsibility of Highways and needs to be reported to WHBC garages.
- c) Councillor Ian Venables has inspected the war memorial following the report that it is out of plumb. This is in fact so and will be monitored.
- d) There has been an approach from Hilary Pickard, who organises the Essendon Gardens Open Day, to ask if the allotment holders would be interested in opening the allotments on that day, Sunday 9th June. Councillor Rex Jones, responsible for allotments, reported that he will make the request at the forthcoming allotment meeting.
- e) The chair suggested that all councillors should be registered as trustees of the village hall and the clerk was requested to email Rupert Priestnall with contact details of the councillors to this effect.

- 11 DATES OF FUTURE MEETINGS:
2019: 8th April (Annual Parish Meeting);
13th May (Annual Meeting), 17th June

DATE OF NEXT MEETING: Monday 11th March 2019 at 7pm

This meeting was closed at 8.28pm