

Widford Parish Council

Minutes of the Widford Ordinary Parish Council Meeting
Tuesday 6th November 2018 at 7.30pm in the Village Hall



PRESENT: Cllr Jill Buck, Chairman (JB); Cllr Carol Blackett (CB); Cllr Babs Edwards (BE);
Cllr Paul Riddle (PR); Cllr Michael Ripsher

13 members of the public, Cllr Bob Brunton, Cllr Eric Buckmaster

Clerk: Colin Marks, Clerk to the Parish Council

The Chairman welcomed everyone and opened the meeting at 7.30pm

ACTION

18.095 Apologies for absence

1. Councillors: None (all present)
2. Others: Sgt Duncan Wallace, PCSO Leon de Bruyn

18.096 Declarations of Interest and requests for dispensations

1. **Interests:** None declared
2. **Dispensation requests:** None received

18.097 Minutes of the Ordinary Parish Council Meeting held on 4th September 2018

It was **RESOLVED that the Minutes of the Ordinary Parish Council Meeting held on 4th September 2018 were a true and accurate record.** The Chairman signed the Minutes.

JB/Clerk

18.098 Police report: No report was received in time for the meeting, although the Chairman read some general items from a Neighbourhood Watch email.

18.099 Chairman's announcements: None

18.100 Planning

1. New Applications:

3/18/2181/FUL Land north of Abbots Lane, The Old Orchard: Erect 1 no. 4 bedroomed dwelling with landscaping and parking

It was **RESOLVED that no objections be made to this application, but that the following comments should be sent to EH Planning:**

If planning permission is granted, the following consideration to be taken into account: The junction of Abbots Lane with the B180 (Hunsdon Road) has very poor sight lines, exacerbated by difficulties with the Levenage Lane junction opposite (effectively a cross roads with a chicane). The condition is unlikely to be improved by the new traffic calming proposals for the Hunsdon Road presently under consideration. A slip road or layby leading off the B180 into Abbots Lane would greatly improve safety at a point where traffic speed is known to be dangerous and would allow cars to pass safely rather than overtake traffic that is backing up.

Clerk

2. Decision Notices. The following decisions were noted:

3/18/1999/HH Yew Tree House: Demolish garage. Erect 2-storey rear extension. Insert window to south elevation and door to north elevation. *DECISION AWAITED*

3/18/1957/FUL Land off Ware Road Abbots Lane Demolition of existing agricultural buildings and erection of 6no. detached four-bedroom dwellings with associated parking and landscaping. *DECISION AWAITED*

3/18/1726/FUL & 1727/LBC 3 Nether Street: Sub-division of dwelling to create 2 no. dwellings. *GRANTED*

3/18/1668/FUL The Green Man: Change of use to 2 x dwellings. First floor rear extension. Change of use of outbuilding to 1 x dwelling and parking. *DECISION AWAITED*

3/18/1543/FUL Plovers, Medcalf Hill: Demolish existing dwelling. Erect one two-storey replacement dwelling. *GRANTED*

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3. Other planning matters, including items received too late for the agenda

1. Late planning applications

3/18/2412/VAR Corner of Levenage Lane and Hunsdon Road: Application to vary condition 2 of approved plan 3/18/0110/VAR and 3/17/182/FUL. Change of use of former allotment land and erection of 3 no. dwellings – to increase size of garage adjacent to Levenage Lane from double to quadruple garages; to change materials to plot 1 dwelling from all facing brickwork to elevations, amending to lower half brick and upper half as Hardie Plank weatherboarding in soft green.

It was **RESOLVED to object to his variation application on the following grounds:**

Enlarging the garage from a double to a quadruple size will result in the loss of essential parking spaces for visitors. It could also pave the way for converting the enlarged garage into other accommodation at a later date, which would have a further adverse impact on parking space. However, the Parish Council had no objections to the partial change of materials from brickwork to weatherboarding.

Clerk

2. Green Man PH Asset of Community Value nomination: update. It was noted that the nomination has been confirmed and the Green Man is now on the EHC ACV Register. The Chairman asked the owner, who was present, if they would confirm to the Parish Council, in strictest confidence, what would be an acceptable bid if the community wanted to purchase the property.

3. Priory Farm: enforcement investigation into hedge reinstatement: NO UPDATE

4. Adams Farm development update: It was noted that the developer is seeking an informal meeting with the Parish Council prior to holding a public meeting.

5. Martlets (proposed name Meadow Gardens): It was noted that English Rural Housing Association will be the affordable homes landlord.

6. 2018 District Plan: It was noted that this was formally adopted by EHC on 23 October.

ALL

18.101 Reports by County and District Councillors:

Part 1

District Cllr Robert Brunton report résumé: There have been two planning committee meetings since September but nothing on the agendas affected Widford. In October there was a Gilston Steering Group meeting, a Development Charter Workshop, and a Co-operative Members Board meeting. The feedback from these will help formulate the masterplan for the area. Other meetings in October included an open planning enforcement meeting hosted vis MP Mark Prisk. The 2018 District Plan was unanimously adopted on 23 October. Residents are encouraged to read Cllr Linda Haysey's adoption statement on the EH website which emphasises the District Council's commitment to deliver the Plan through its adopted policies. The EHC Fly Tipping Enforcement Manger held a meeting on the tackling of this growing problem and how his department is liaising with the Rural Police. A further meeting is planned for January. There is now a dedicated fly tipping report page on the EHC website. Cllr Brunton reiterated his willingness to give support to any grant applications that would benefit the local community.

County Cllr Buckmaster had not yet arrived, so his report was deferred to later in the meeting

18.102 Finance

1. Report of the Council's finances for 1 August to 30 September was received (Appendix A)

Finance Summary from 1 Aug to 30 Sept

	£
Opening bank balance 1 August	14,714.83
Plus: income to 30 September	6,000.00
Minus: expenditure to 30 September	<u>2,019.89</u>
	18,694.94
Minus previous months' cheques presented in period	<u>0.00</u>
Balance available to Council 30 September (cashbook balance)	18,694.94
Plus: unrepresented cheques 1172, 1175, 1176, 1177 as at 30 September	<u>1,033.67</u>
Bank balance: reconciled with bank statement at 30 September	<u>19,728.61</u>

Reconciliation of the Accounts to the bank statements was noted and it was unanimously **RESOLVED that the Accounts Statement for 1 August to 30 September be accepted.**

Clerk

2. Cllr Michael Ripsher, as a non-signatory member, signed the accounts sheet and bank statement to verify reconciliation.

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3. Financial statement and forecast. The Clerk provided a detailed statement of the budget vs actual financial position as at 30th September, and a forecast, with caveats, for the year-end, 31st March 2019. Finances are within budget and the projected bank balance for the year-end is potentially an approximated £13,300 against a budget projection of £6,800. The main factors influencing this projection are an improved 2017/18 balance carried forward because of lower than anticipated GDPR related costs. For 2018/19 the unbudgeted New Homes Bonus was a welcome, if unexpected, boost to income, as were grants received for the bus shelter repairs. The caution against what looks like a big increase in the Parish Council's bank balance is that there remains possible outlay for Closed Churchyard tree safety maintenance, for which the results of a tree survey are awaited. There are also outstanding requests for grants from the church for open churchyard maintenance and for help towards the restoration of the Wiseman memorial. There is also a request from the Playing Field MC for a maintenance grant. The connection of a water supply to the allotments is another consideration and there is the further possibility that EHC could seek a contribution towards the Parish Council election costs next May, which, if applied, could be in the region of £1,000.

The Clerk also reminded the Council that, although the prospect of precept capping has been put on the back burner, there is still the possibility of it being introduced at some point in the future, the consequence of which would be that if the Parish Council wished to increase its precept by more than 2%, for, say unanticipated emergency expenditure, the precept payment would be subject to a parish referendum for which the parish would have to pay, and for which costs have been suggested as being around £1,000. The Clerk therefore advised that the Parish Council builds up and holds adequate reserves for the future.

Clerk

It was **RESOLVED to accept the financial statement and forecast.**

4. The Clerk said the year-end forecast should be used as a starting point for the 2019/20 budget. He said he will provide a possible budget outline for councillors to consider.

Clerk

5. List of payments. It was unanimously **RESOLVED to approve all the payments as listed:**

Clerk

Date	Payee	Item	£	Chq	Power
27/9	Clerk	Salary September	607.43	1175	LGA 1972 s112(1), (2A) & s151; LA 2011 s41
27/9	HMRC	PAYE July-Sept 2nd Quarter	312.00	1176	LGA 1972 s112(1), (2A) & s151; LA 2011 s41
27/9	J Buck reimburse	Litterpicking tool	16.00	1177	OSA 1906 s9 & s10
22/10	J English	Litterpicking Oct	116.00	S/O	OSA 1906 s9 & s10
28/10	Clerk	Salary October	320.00	1178	LGA 1972 s112(1), (2A) & s151; LA 2011 s41
1/11	C Parrott	Closed Churchyard	240.00	S/O	OSA 1906 s9 & s10
6/11	Clerk	Expenses Sep/Oct	43.43	1179	LGA 1972 s112(1), (2A) & s151; LA 2011 s41
6/11	British Legion	Poppy Wreath	50.00	1180	LGA 1972 s137
6/11	ICO	Data Protection fee	40.00	1181	LGA 1972 s111
6/11	Clerk reimburse	Ink cartridges	59.94	1182	LGA 1972 s111
6/11	EHC	Dog bin contract	793.54	1183	OSA 1906 s9 & s10
6/11	J Buck reimburse	Hazard tape	6.99	1184	LGA 1972 s215
Recoverable VAT included			£142.25		

A request for a grant has been received from the Bishop's Stortford Citizens Advice Service. The importance of the CAB was recognised and it was agreed to make an immediate donation of £150, to be ratified at the January meeting.

Clerk

Clerk

Cheques for 6th November were signed at the end of the meeting.

18.103 Correspondence

The list of correspondence was noted as it appeared on the Agenda:

- Parishioner: issues with Levenage Lane junction (18.105.2.2)
- Parishioner: issues with contractors parking in Levenage Lane (18.105.2.2)
- Roland Brass: Developer requesting meeting re Adams Farm and Priory Farm (18.100.3.4)
- Parishioner: complaint about the bus service and the effect of road closures on the service (18.105.3.4)

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- Parishioner: drain pipe damage by the Levenage Lane/Hunsdon Road junction (18.105.2.2)

18.104 Village Reports

1. Village Hall and archive

The Chairman reported on the meeting with the Village Hall Committee Chairman on 1st November. She said she was impressed with the amount of time and energy the VHC Chairman had invested in looking for a way to continue to support the Village Hall into the 21st century. It was interesting to learn that the village school is also interested in the project. Obviously, the Playing Field Committee needs time to discuss the VHMC proposals further.

Regarding an Open Village Meeting, the field was purchased by public subscription for the benefit of the village and it must therefore be policy to consult with all residents, not just those adjacent to the field. This in no way implies that the project will necessarily go ahead, for unless there is support from the village it will not succeed, whatever the virtues of any proposal might be. The VHMC plans are independent of any offer that might be made by a developer. It would be good if the PFMC could give a definite response to the VHMC by the end of November.

2. Playing Field

Cllr Jill Buck reported the very sad news of the death of Marion Brown. Under the circumstances, the PFC needs some space and will report later.

JB

3. Allotments

1. Cllr Edwards reported that 12 plots have now been let. She gave the Clerk £17 rent from the latest tenant. There is also the need to check the safety of trees in the boundary hedge that runs beside FP18, last checked in October 2016. Cllr Edwards to arrange with David Jarrett.

Clerk

BE

2. The lack of an independent water supply needs to be addressed. It was proposed and **RESOLVED to formally request Affinity Water to undertake a preliminary survey with a view to having the water supplied run from Benningfield Road.** This would determine whether Affinity will run the supply all the way to the allotment boundary, and what the costs would be. Cost to be covered primarily by the New Homes Bonus.

Clerk

4. Closed Churchyard

1. **Wiseman family monument:** In response to the PCC request that the Parish Council make a grant towards the restoration cost, it was **RESOLVED to make a contribution, the amount to be determined upon the PCC presenting a copy of the stonemason's invoice.** It was noted that the Parish Council's only duty is to ensure the leaning monument does not present a H&S risk to the public or churchyard maintenance contractor.

JB/Clerk

2. **Open Churchyard maintenance grant:** Deferred to a later meeting, but the PC will consider whether the Wiseman Memorial grant is as far as it is able to go.

All/Clerk

18.101 County Councillor's report (deferred from earlier in the meeting)

Part 2 Cllr Eric Buckmaster presented a comprehensive report which is reproduced in **Appendix A** at the end of these Minutes.

18.105 Highways, footpaths and byways

1. Footpaths, footways and kerbs.

1. **FP6 reinstatement and missing way markers:** The PRoW Officer reported that he hoped his volunteers will be able to replace these shortly.

2. **Bridleway 16:** The PRoW Officer sent a report:

"Bridleway 16 is blocked by at least one barn at Widford Bury Farm, which is being redeveloped. We are keen to use this opportunity to resolve the situation one way or another. I looked at various options for a diversion on site recently with representatives of the developers and the owner. These included firstly a route just outside the fence surrounding the farmyard, which would require substantial earthworks to render it level from side to side and not too steep along its route. The second possibility would be a route largely at the foot of the slope, but climbing gently up to meet the road at the current location, however, this would take users well out of their way. Thirdly we looked at a route close to the current route but passing between the buildings, rather than through them. This latter option has a potential for conflict with vehicles entering and exiting the site, but would perhaps be preferable to users otherwise. When I left the meeting, the representatives had a slight preference for the last-named option,

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*but I have yet to hear formally which option they want to go with.
Your council and others will have an opportunity to comment on the chosen option before and after a legal order is made, but if it has any comments which it feels should be considered at this point then by all means please let me know."*

Nicholas Maddex, Project Officer, HCC Countryside & Rights of Way

2. Highways

1. Parish SID and general speed issues: Cllr Buckmaster reported that the speed and volume studies discussed at the last meeting were not, in fact directed by Herts Highways officers (at present it is uncertain who commissioned them). In order to focus on the parish's priorities, he needs to have the locations important to Widford and to that end would like to know where those are so that appropriate S&V studies can be undertaken.

All/Clerk

2. Leverage Lane junction: The proposed Traffic Regulation Order (TRO) for an extension to the existing 30mph speed limit, a proposed 40mph buffer zone, and the relocation of a traffic calming feature on Hunsdon Road was noted. Local residents have made a petition for works preferences.

Clerk

3. Bus shelter repair: The Clerk reported that the contractor is hoping to have the work done by the end of the month. Zurich Municipal (the insurer) is aware of the delay. Cllr Buckmaster was thanked for his Highways Locality Budget grant to cover the balance above the insured cost.

Clerk

4. Nether Street railings: The Clerk reported that the repairs had been undertaken this very day, it is hoped to a standard satisfactory to the East Herts Conservation Officer who approved the 25% grant towards the cost. The Council expressed its thanks to Cllr Eric Buckmaster for helping to get this work done and for underwriting the balance of cost from his HLB.

Clerk/EB

5. DriveSafe Scheme update: It is hoped to get this under way in the New Year.

JB

3. Other parish concerns

1. Ashview verge damage. No response to requests for a meeting with the owners.

2. The Green Man ACV: Covered in agenda item 18.100.3.2 above.

3. Twitchell ditch. The Clerk reported that the inspection and possible jetting of the pipe under Benningfield Road is on Highways' schedule of works, anticipated for February.

Clerk

4. Bus service: Parishioners have complained about the disruption to the service caused by multiple road closures that have sometimes rendered alternative routes impractical or virtually impossible. Cllr Buckmaster said he forwards any relevant TRO notices that he receives. The Clerk to raise notification issues with HCC.

Clerk

Cllr Buckmaster also referred to the County's latest Local Transport Plan (LTP4) which provides a framework to guide all future transport planning and investment. It looks into transport problems and identifies ways to deal with them as well as looking at the viability of public transport provision etc.

5. Other matters raised:

(i) A noisy incident late into the night was reported. This was found to be a one-off event with no ongoing repercussions.

(ii) A parishioner has suggested an alternative plan for the use of the Green Man as a sort of village hub, possibly incorporating the village hall and other activities.

18.106 Urgent matters received too late for inclusion on this agenda:

- It was noted that the new Chief Inspector is proposing to create Police Locality Panels in the five major East Herts towns that will cover the area's police issues.
- It was noted that the footway between Martlets and Yew Tree House has practically disappeared beneath mud and leaves etc and badly needs reinstating. Cllr Riddle agreed to take some photographs for the Clerk to use in reporting under the Highways fault system.

PR/Clerk

Due to it being late, it was agreed not to suspend the meeting for parishioners' comments

18.107 Items for future agendas

- To consider increasing the 2019/20 precept by £1,000 to provide ringfenced funding toward

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the Playing Field maintenance, and to consider making a grant towards 2018/19 costs:
January PC meeting.

All/Clerk

18.108

1. Calendar of Meetings for 2019. It was **RESOLVED to approve the Calendar as drafted.** The Clerk agreed to send a final copy for the website and to the Village Hall booking secretary.

Clerk

2. Date of next meeting: Tuesday 15th January at 7.30pm in the Village Hall

Clerk

Exclusion of Press and Public

It was **RESOLVED that under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded to allow councillors to understand the implications of a making a Playing Field grant before arriving at any decision at the January meeting.**

The Playing Field Treasurer and members of the public challenged this discussion being held behind in-camera. The Clerk gave an assurance that no Council decisions would be made in private and that the Parish Council is totally open and transparent in all its deliberations and dealings. However, councillors need to understand the Council's statutory obligations towards all parishioners, as well as the limit of its obligations in respect of the Playing Field (Recreation Ground) and from that, be aware of the implications of any decision the Parish Council makes regarding funding. The ensuing discussion would not arrive at a funding decision but would leave councillors informed as to the range of their duties and considerations at the January Meeting when they will be deliberating over the 2019/20 budget and precept.

At its January Meeting, the Parish Council will consider making a maintenance grant to the Playing Field Management Committee, bearing in mind the result of a vote by parishioners attending the Parish's Annual Meeting on 6th March 2018 (to which result it is not bound) and also taking into account the PFMC's financial position and liabilities.

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 10.40pm.

Signed..... Dated.....

APPENDIX A

County councillor report Nov 2018 from agenda item 18.101

Quarry, Briggens Park.

On Friday 12th October the leader and the chief executive of East Herts and I as the local county member were taken on a tour of the proposed site. This is an account of what we were told. Tarmac stated that if adopted a planning application will be raised in 2025. The intervening years will be used to undertake further technical work. They said that extraction will be over 2 large areas to the East and West of the site with the plant site in the middle. They say that bunds will be raised close to settlements and dwellings to obscure the operation and noise. I presume they will use the clay overburden they will need to dig out. The central plant site will be sunken.

Of concern to me is the proximity of the site to Stanstead Abbots and the settlements at Home Farm and Olive Farm. The edge of the plant site is within a couple of hundred metres of Olives Farm. They also said that there will be 400 vehicle movements per day, 200 in and 200 out. As we know the access will be on the B181 between Stanstead Abbots and the A414. They will then have to turn left on the A414 then either go through Harlow to the M11 or around the Eastwick roundabout and back towards the A10. A planning application will have to be submitted and there will need to be conditions around the operation and vehicle routes. There will also need to be ongoing monitoring. The site could be in operation for approximately 22 years.

The restoration over time will be filling in using inert materials presumably taken from construction sites elsewhere.

HCC will publish the Minerals Local Plan early next year. If the Briggens site is accepted as a 'preferred option' it will be included along with other specific sites and be submitted for independent examination. An 'examination in public' will then be held at a time to be agreed by the inspector. There will then follow several years more technical work before a planning application for specific site within the preferred site is made possibly by 2025.

2018 Traffic and Transport Data Report (based on 2017 data) has now been published. To view visit: www.hertfordshire.gov.uk/ttdr

Transport data in Hertfordshire shows:

- Traffic grew by 2.3% between 2016 and 2017 (this compares with 1.3% nationally)
- Traffic is predicted to grow by 18% by 2031 (this compares with 8% nationally)
- Rail use grew by 1.5% in Hertfordshire between 2016 and 2017, despite a drop in rail use nationally
- HGV traffic in Hertfordshire increased by 9% between 2016 and 2017
- Hertfordshire accounted for 2% of all newly registered low emission vehicles in the UK in 2017
- There are 32 known locations in Hertfordshire that exceed emissions thresholds, of these, all but one are related to NOx

Hertfordshire's Year of Physical Activity

2018 is Hertfordshire's Year of Physical Activity (YOPA). It aims to make Hertfordshire the most active county, by increasing physical activity, celebrating what's already happening and encouraging new programmes and events. YOPA is led by Public Health and Herts Sports Partnership (HSP), and it is supported by the 10 district councils and many other organisations across sectors.

A number of great achievements have been celebrated throughout the year, and it's still going until December! Some key achievements from the year include:

- Securing over 4,000 sign ups to the 'It's never too late to be active campaign' that encourages older adults to become more active.
- More than 30 schools offering an intergenerational 'daily mile', an initiative that encourages walking or running a mile every school day for pupils.
- Breaking all previous records with an impressive 815 people taking part on Hertfordshire's Mass Health Walk.
- Doubling the number of visits to the 'ParksHerts' website that encourages people to explore

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- their local parks and green spaces.
- Encouraging more girls and women to get active, with over 3,000 females being active during “This Girl Can” month.
- Boosting the number of those involved in cycling by facilitating cycle training for over 1,000 people.

Hertfordshire County Council publishes its 2017/18 Annual Report

Residents and businesses can see how Hertfordshire County Council performed in the last financial year through its newly released annual report.

The report summarises how we performed during 2017/18 in delivering our services from social care and schools to highways, fire and rescue, libraries and environmental management.

Highlights include:

- Continuing to plan for the future housing needs of the county together with our District and Borough Council colleagues, with particular focus on the older and disabled population
- The launch of the pioneering Hertfordshire science partnership in March, a collaboration between the Local Enterprise Partnership (LEP) and the University of Hertfordshire
- A record low rate of 16-18 year olds not in education employment or training, at only 3.08 per cent
- Establishing Herts Living Ltd to enable us to play our part in providing new homes for the county over the next 15 years on 12 sites that the council already owns
- Overall winner at The Guardian Public Service Awards for our Family Safeguarding Service
- An all-time low for the number of smokers at 13.5 per cent, with pregnant smokers dropping to 6.7 per cent
- Our appointment as an ambassador to promote The Family Safeguarding Project, our innovative work on reducing parental conflict, to other local authorities
- 90.5 per cent of schools rated good or outstanding in their most recent Ofsted inspection and GCSE results for summer 2017 in the top 15% nationally
- As part of Hertfordshire’s Year of Physical Activity 67 schools participate in the daily Mile, running for 15 minutes per day
- An underspend of 0.7 per cent against budget in the face of grant reductions and multiple financial challenges.

This year the council faced many challenges and made some difficult decisions around the closure of Nascot Lawn respite centre for disabled children and Cuffley Camp outdoor education centre.

As well as focussing on the highlights, the report also reviews some of the challenges faced in the past year, which include:

- Our roads continuing to be some of the busiest in the country, coupled with a long hard winter, increasing the need for interventions and repairs to the network as well as almost double the salt runs
- The scale and pace of growth across the county proceeding more quickly than anticipated
- A much larger cohort of students starting secondary school than in previous years, yet nonetheless 94% of secondary school applicants were successful in securing a place at their preferred school
- We were disappointed with the announcement that the funding was no longer in place for the Metropolitan Line extension to Watford but will continue to work with partners to try and find a way forward.

Plans for future of the fire service published

A bold vision for the future of Hertfordshire Fire and Rescue Service has been published by the county council ahead of a public consultation.

The draft Integrated Risk Management Plan (IRMP) sets out what resources the fire and rescue service needs, and where they need to be to comprehensively deal with risks across the county now and in the future.

The draft IRMP makes some key proposals to get the fire and rescue service ready for the future.

These include:

- Investing more in firefighter training

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- Investing in preventing fires and making sure buildings are safe
- Trialling the use of new firefighting vehicles alongside traditional fire engines
- Making changes to crewing and shift patterns
- Making better use of on-call firefighters

The plan reaffirms Hertfordshire Fire and Rescue Service’s commitment to close collaboration with other emergency services, particularly with Hertfordshire Constabulary, following the agreement signed by the county council and Police and Crime Commissioner earlier this year.

The draft plan is online at

<https://democracy.hertfordshire.gov.uk/ieListDocuments.aspx?CId=209&MId=1295> .

Councillors are set to agree a 12-week public consultation on the plan, starting on 4 December 2018 and ending on 28 February 2019.

The process for applying to primary, junior and middle schools in Hertfordshire opens today (Monday 5 November).

The easiest way to apply for a school place for September 2019 is to visit www.hertfordshire.gov.uk/admissions and complete the online application form. Online applications can be amended at any time up to the closing date and you can access your school offer before allocation letters are received and accept your school allocation online.

Last year nearly 98 per cent of children in Hertfordshire were allocated one of their four ranked primary, junior or middle schools.

Leaflets explaining how to apply were distributed to families at the beginning of the month. They were posted directly to families with children of reception age and distributed by schools to children in year 2 in infant schools and year 4 in first schools.

Before making an application, parents and carers are strongly advised to visit schools to help decide their preferences. Parents/carers should contact schools directly to find out more.

The closing date for Under 11s applications is **Tuesday 15 January 2019**. It is vital that parents/carers make their applications on time.

All the information you need about the Under 11s process is available on www.hertfordshire.gov.uk/admissions

Parents/carers without internet access can request a paper application form from the Customer Service Centre that must be returned direct to the Admissions and Transport team. Application forms cannot be returned to any Hertfordshire school.

Family Centre Service

The Family Centre Service brings together our Children’s Centres, Health Visiting and School Nursing Services to support children, young people and their families to thrive. Families will be able to access available services from any Hertfordshire Family Centre, allowing them to fit more sessions and services around busy family life. Within each district there will be one main delivery ‘hub’ with opening hours from 8.00 am – 6.00 pm, and satellite bases where services will be delivered more locally. You can find the details of the district managers below.

For more information on the service visit www.hertsfamilycentres.org

Quad-rant	District	Provider	Contact	Contact details
North	North Herts	Barnardos	Angela Hall Children’s Services Manager	angela.hall2@barnardos.org.uk
			Sarah Rutherford, Team Manager	sarah.rutherford@barnardos.org.uk
	Stevenage	Barnardos	Sharon Bell Children’s Services Manager	Sharon.bell@barnardos.org.uk
			Andrea Hall, Team Manager	andrea.hall@barnardos.org.uk
North Herts & Stevenage	HCT	Fiona Petty, Locality Manager for North Herts and Stevenage	fiona.petty@nhs.net	
East	East Herts	OneYMCA	Heather Crouch District Manager East Herts	Heather.Crouch@oneymca.org
	Broxbourne	OneYMCA	Sue Smith District Manager Broxbourne	Sue.Smith@oneymca.org

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	Welwyn Hatfield	OneYMCA	Sarah Fitzgerald District Manager Wel/Hat	Sarah.Fitzgerald@oneymca.org
	East Herts, Broxbourne and Welwyn Hatfield	HCT	Kim Bilsby, Locality Manager for East Herts, Broxbourne and Welwyn Hatfield	kim.bilsby@nhs.net
South	Hertsmere	InspireAll	Kelly Hempenstall Family Support Team Leader	Kelly.hempenstall@hertsmereleisure.co.uk
			Katie Marks Early Start Team Leader	Katie.Marks@hertsmereleisure.co.uk
	Watford and three rivers	InspireAll	Aliyah Shabbir Family Support Team Leader	aliyah.shabbir@hertsmereleisure.co.uk
			Jo Burgess Early Start Team Leader	Joanne.Burgess@inspireall.com
	Hertsmere, Watford and Three Rivers	HCT	Nikki Sharkey, Locality Manager for Hertsmere, Three Rivers and Watford	nicola.sharkey3@nhs.net
West	St Albans	InspireAll	Claire Norris Family Support Team Leader	claire.norris@hertsmereleisure.co.uk
			Emma Ashworth Early Start Team Leader	Emma.Ashworth@inspireall.com
	Dacorum	InspireAll	Rosie Seaman Family Support Team Leader	Rosie.Seaman@inspireall.com
			Katrina Walsh Early Start Team Leader	Katrina.Walsh@hertsmereleisure.co.uk
	St Albans and Dacorum	HCT	Liz Little, Locality Manager for St Albans and Dacorum	liz.little1@nhs.net
All quadrants	HCT	Deirdre Wisdom, Service lead	deirdre.wisdom1@nhs.net	

If you have any questions, please contact FamilyCentres@hertfordshire.gov.uk

Pioneering Empathy Project nominated for prestigious award

A pioneering scheme set up by Hertfordshire County Council's youth service, YC Hertfordshire, has been nominated as a Helpforce Champion - National awards for Volunteers in Healthcare 2018. The Empathy Project, which was launched in October 2017, is run by YC Hertfordshire in collaboration with the West Hertfordshire Hospitals NHS Trust and East and North Herts NHS. So far it has trained more than 100 young people as community navigators, able to administer social prescriptions and give emotional support to other young people attending A&E and children wards.

For more information about the Empathy Project please contact peter.hosier@hertfordshire.gov.uk

**Eric Buckmaster
November 2018**