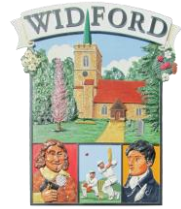


Widford Parish Council

Minutes of the Widford Ordinary Parish Council Meeting Tuesday 3rd March 2020 at 7.30pm in the Village Hall



PRESENT: Cllr Paul Riddle (PR) – Vice-Chair; Cllr Carol Blackett (CB); Cllr Babs Edwards (BE);
Cllr Michael Ripsher (MR); following co-option: Cllr Mike Allen (MA)

4 members of the public; Cllr Eric Buckmaster (arrived at 8.40pm)

Clerk: Colin Marks, Clerk to the Parish Council

The Vice Chairman presided, welcomed everyone and opened the meeting at 7.30pm

ACTION

20.015 Apologies for absence

1. Councillors: None (all present)
2. Others: PCSO Leon de Bruyn; Cllr Buckmaster that he will arrive late

20.016 Declarations of Interest and requests for dispensations

1. Interests

Cllr Babs Edwards: as noted on the agenda, a non-pecuniary interest in respect of Playing Field matters, her husband being Treasurer of the PFMC.

Cllr Babs Edwards, Cllr Carol Blackett and Cllr Michael Ripsher have dispensations in respect of planning item 20.021.3.2 due to their properties being adjacent to the proposed development.

2. Dispensation requests: None received.

20.017 Co-option applications

One application was received, from Mike Allen. After due consideration it was unanimously **RESOLVED that Mike Allen be co-opted to the Parish Council.** Cllr Allen signed his Declaration of Acceptance of Office, received other papers for signing in due course and took his seat at the Council table.

**Clerk
MA**

20.018 Minutes of the Ordinary Parish Council Meeting held on 14th January 2020

It was unanimously **RESOLVED that the Minutes of the Ordinary Parish Council Meeting held on 14th January were a true and accurate record.** The Vice-Chair signed the Minutes.

PR/Clerk

20.019 Police report

In the absence of PCSO Leon de Bruyn, the Vice-Chair read the following report that had been sent:

There is not much to report, which is good, so I have also included a brief summary of Echo for the meeting. I think I have addressed this already with Widford PC, but this could also act as a reminder.

Crime report:

1 x Theft of Motor Vehicle – A vehicle was stolen from outside a residential address in Widford. The vehicle was 1 of 3 incidents of a similar nature which occurred in the area between 21st -25th February 2020. Police enquiries are still being progressed at this time, however residents are being reminded to ensure vehicles are locked and secure and all valuable items removed from display.

Echo: East Herts Rural Safer Neighbourhood Team wishes to understand the issues that you would like us to focus on. You are invited to visit our community voice platform www.bit.ly/ehrurals-police. This is a great opportunity to have your voice heard about the issues that you would like the **East Herts Rural Safer Neighbourhood Police Team** to prioritise. This will help us to work towards improving your neighbourhood but please don't use this to report a crime. To do that go to herts.police.uk/report and remember in an emergency always dial 999.

PCSO Leon De Bruyn, 2 March 2020

20.020 Chairman’s announcements

The Vice-Chairman announced that he intended to resign at the end of March. The Clerk said resignations are effective as soon as received by the Parish Council’s Proper Officer (ie, the Clerk). The Clerk advised that he would therefore not receive the resignation until 31st March if that was still Cllr Riddle’s intention at that time.

Clerk

The Clerk also reminded the Council that it must retain two signatories to the bank account and it was agreed that the bank mandate be changed by adding Cllr Michael Ripsher and Cllr Mike Allen (see 20.022.5 below). The Clerk to arrange. The Clerk also advised that the Council will need to fill the forthcoming vacancy as soon as practicable in April in order to avoid becoming inquorate in the event of absences.

Clerk

The Council expressed its thanks and appreciation for the input and work Cllr Riddle has done during his time as a councillor, and also for the work he undertakes on the website.

20.021 Planning

1. New Applications:

3/20/0274/HH Oak House, Hunsdon Rd: Demolish conservatory & build extension
It was **RESOLVED to make no objections**

Clerk

3/20/0338/FUL Widfordbury Farm: Change of use, B1 to D2 to use as fencing salle
It was **RESOLVED to strongly support this application**

Clerk

2. Decision Notices. The following were noted:

- 3/19/2304/FUL Widfordbury Farm:** Change of use, B1 to D2 to use as fencing salle **REFUSED**
- 3/19/2586/FUL Ashvale Livery Stables:** Demolish existing and erect replacement. **GRANTED**
- 3/19/1483/FUL Land adj to 3A Benningfield Rd:** APPEAL 19/00171REFUSE **APPEAL DISMISSED**
- 3/19/0213/FUL The Pavilion, Bell Lane:** Ref19/00117/REFUSE **APPEAL DECISION AWAITED**

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

- 1. Late planning applications:** NONE
- 2. Adams Farm & Priory Farm proposed development:** Nothing reported

20.022 Finance

1. Report of the Council’s finances as at 31 January was received (Appendix A)

Finance Summary from 31 December to 31 January	£
Opening bank balance 31 December	25,679.16
Plus: income to 31 January	0.00
Minus: expenditure to 31 January	1,122.68
Minus late presented cheques 1255	<u>273.40</u>
Balance available to Council at 31 January (cashbook balance)	24,283.08
Plus unrepresented cheques 1262, 1263	<u>114.50</u>
Bank balance: reconciled with bank statement at 31 January	<u>24,397.58</u>

Reconciliation of the Accounts to the bank statements was noted and it was unanimously **RESOLVED that the Accounts Statement be accepted.**

Clerk

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

3. Budget vs performance to 31 January

The Clerk provided a detailed statement of the budget vs actual financial position to 31st January and a projection of the balance at year-end, 31st March. Performance was exceeding the budget expectations by approximately £10k, principally due to the unanticipated New Homes Bonus grant and the non-expenditure of the election reserve and the allotments water supply reserve. It was unanimously **RESOLVED to accept the financial statement.**

Clerk

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

Clerk

All expenditure made under the General Power of Competence

Date	Payee	Item	£	Chq
26/1	Widford Village Hall	Hall hire – 6 meetings, 2020	108.00	1263
22/1	J English	Litterpick January	116.00	S/O

26/1	Clerk	Salary January	360.00	1264
	Cancelled	cancelled	--	1265
22/2	David Newton	Erecting 1 dog bin and 1 litter bin	65.74	1266
22/2	J English	Litterpick February	116.00	S/O
24/2	Clerk	Salary January	360.00	1267
24/2	Clerk reimburse	Defib Shop – new defib pads	64.80	1268
3/3	Clerk	Expenses January/February	37.25	1269
3/3	Widford Village Hall	Allotments meeting 13/2	9.00	1270
3/3	Widford Village Hall	Defib Training	13.50	1271
	Clerk/Petty cash	Petty cash Jan/Feb	1.99	1272
22/3	J English	Litterpick March	116.00	S/O
		Recoverable VAT included	10.80	

The cheques were signed at the end of the meeting.

Clerk

5. Bank mandate changes

In compliance with NatWest requirements, it was **RESOLVED that the Authorised Signatories in the current mandate, for the account detailed in Section 1.3 of the NatWest mandate form, be changed in accordance with section "Authorised Signatories", and that Cllr Mike Allen and Cllr Michael Ripsher be added as signatories.**

Clerk/
MA/MR

6. Payroll services

The quote from TP Jones was considered and it was **RESOLVED that TP Jones LLP be engaged to provide monthly payroll services as set out in their letter dated 5th February 2020 and for the sum and terms quoted by email on 3rd February 2020, being £195 + VAT pa, (£234 pa gross), invoiced quarterly.**

Clerk

20.023 Correspondence

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

- HAPTC: Health, Wellbeing and the Environment Conference, Friday 20th March,
- HAPTC: re Great British Spring Clean & Great Big School Clean 20th March – 13th April
- EHDC: Consultation on the draft Gilston Area Charter SPD 12th February - 12th March (20.025.3.4)
- HAPTC: re a protocol (20.030)
- WSP/HCC: Event invitation: Hertfordshire's Mass Rapid Transit Workshop 25th February (20.025.3.4)

20.024 Village Reports

1. Village Hall and archive

- It was noted that the VHMCA Chairman had asked that the Parish Council make provision for a vote to be put to the village on the future plans for the Village Hall and Playing Field. The Chairman said a Parish Council Meeting was not the appropriate forum and that it had been previously agreed to put the matter to the village in the form of a referendum. The Clerk observed that since it is not a Parish Council matter, the Annual Meeting of the Parish could be considered more appropriate.

CB

2. Playing Field

- Arrangements are being made to host a VE Day/May Bank holiday event. Biffa have been approached for a grant to upgrade the children's play area

MR

3. Allotments

The Report covered all agenda items:

The quote from Convert Water Ltd was considered and it was agreed to follow through with that to enhance Mr Brett's prototype in accordance with previous resolutions of the PC. It was believed that the system would work, although more storage tanks could be needed to ensure an adequate water supply during a dry summer. There was confidence that the necessary maintenance could be achieved. It was believed that the generous offer of a £1,000 grant from a parishioner would be forthcoming. It was **RESOLVED to proceed with Convert Water Ltd and to assess the water storage capacity.**

BE

4. Closed Churchyard:

No report.

20.025 Highways, Public Rights of Way, and other Parish matters

1. Footpaths and PROW

It was reported that FP6 had been reinstated some time ago

2. Highways and footways

1. Parish SID: Nothing to report.

2. Bus shelter repair: It was agreed to ask the contractor again.

3. Levenage Lane/Hunsdon Road scheme: Still ongoing with the developer. Cllr Mike Allen said he would raise with Enforcement - the Clerk to give him background information.

Clerk

4. Benningfield Green missing footway posts: Councillors had engaged with the householder. HCC are looking into the other related issues.

Clerk

Cllr Eric Buckmaster arrived at 8.40pm

3. Other parish matters and concerns

1. AED: It was noted that new defibrillator pads have been purchased and are now with the volunteer looking after the AED

BE

2. New bus stop litter bin and Playing Field dog bin: Both installed.

3. New litter bin for Benningfield Green: It was **RESOLVED to buy a Derby Hercules post mounted 40 litre bin in blue.**

Clerk

4. Gilston development issues: There are concerns about proposals to divert the highway through the new Village 7 centre since this would be out of keeping with the overall plan. It is contended that only needful access traffic should go through the Village. There is a strong recommendation, supported by Hunsdon NP Group, that a synchronised junction on the A414 should be done before the start of any development. This should be funded by the developer.

Community transport is also an issue, with 1,500 homes in Ware North, 1,500 in Village 7, and 8,000 in Gilston, there is a case for a bus service catering for Wareside, Widford and Hunsdon.

20.026 Reports by County and District Councillor

As well as the above, Cllr Eric Buckmaster gave a brief overview of other District activities on health matters, gambling issues, and car parking, as well as an explanation of the council tax levy for 2020/21.

Incidence of fly tipping are increasing and, although it is being cleared quickly, fly tipping is happening far too frequently. The high cost of clearance is concerning. Cameras are being installed at dumping hot spots.

20.027 Urgent matters received too late for inclusion on this agenda.

The only matter raised was that mentioned earlier in the meeting at 20.024.1 regarding the Annual meeting of the Parish being a possible forum for parishioners to discuss the Village Hall and Playing Field proposals.

The Meeting was suspended, and resumed, at 8.55pm, no parishioners' comments being made.

20.028 Items for future agendas: None raised

20.029 Dates of next meetings – all in the Village Hall

1. Annual Meeting of the Parish (not a Council meeting): Tuesday 14th April at 7.30pm

Clerk

2. Annual Parish Council Meeting: Tuesday 5th May, 7pm, followed by:

Clerk

3. Ordinary Parish Council Meeting: Tuesday 5th May approximately 7.30pm

Clerk

Due to the sensitive subject of the next agenda item, it was **RESOLVED to exclude press and public under Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960**

20.030 A protocol

The Parish Council was required to consider adopting the latest edition of a sensitive protocol produced by the National Association of Civic Officers. It was agreed to check with the Church and School to see whether they had a protocol in place. It was **RESOLVED to adopt the protocol.**

Clerk

There being no further business on this agenda, the Vice-Chair thanked everyone for attending and closed the meeting at 9.12pm.

Everyone was invited to stay for the Extraordinary Parish Council Meeting which followed immediately.

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