



LITTLE GADDESSEN *parish council*

MINUTES OF THE **ANNUAL PARISH COUNCIL MEETING** HELD IN THE VILLAGE HALL on
20th May, 2019

PLEASE NOTE THAT MINUTES ARE ALSO PUBLISHED ON THE VILLAGE WEB SITE
<http://www.littlegaddesden.org.uk>

The meeting commenced at 8.20 pm.

PRESENT: Cllrs. Hyde, Kelly, Lawson, Magson, Pritchard, Saner, Townsend. Also in attendance, Alastair Greene (Clerk), and eight members of the public. County and Borough Cllr. Douris joined at 9pm.

APOLOGIES: None

1. FORMALITIES

The Clerk welcomed everybody to the first meeting of the New Council. He reminded everyone that Councillors were elected to serve for four years.

The first duty of the New Council was to elect a Chairman to serve for the first year of the Council. Paul Kelly confirmed he wished to stand, he was proposed and seconded. Councillors also wished to elect a Vice Chairman, Kathryn Magson volunteered and she was proposed and seconded and both were duly appointed.

It was agreed that the Declaration of Acceptance of Office and willingness to abide by the Code of Conduct would be signed by councillors at the end of the meeting, together with the Register of Members Interests.

The attendance register was signed. There were no declarations of interest.

The minutes of the previous meeting were agreed as a correct record of the meeting and were signed at the end of the meeting.

2. OPEN SESSION FOR MEMBERS OF THE PUBLIC

Cllr. Kelly asked if anyone wished to raise any matters not already covered in the Agenda.

Richard Baker complained that he had on many occasions witnessed traffic going far too fast along Church Road. Considering that there was a school, the Village Hall and Bede Court along that road he felt some action was needed to deter speeding.

It was agreed that in the first instance a letter would be sent by the Parish Council to all residents of Church Road explaining the problem and asking for help in observing the speed limits. Depending on the impact of the letter, further steps might be needed, including imposing a slower speed limit, particularly on the first busy section of Church Road up to Bede Court and carrying out Drive safe speed checks with the Police.

David Brattle sought information on the steps that had been taken to prevent access being made from the Northchurch Road, (opposite Ringshall Cottages) into the woods adjacent to The Blue

Signed by the Chairman.....Dated.....

Cottage. It was agreed that some form of 'unauthorised development' had taken place and it was Cllr. Kelly advised that Dacorum Borough Council Planning Enforcement team, having been alerted to the issue by the residents at Ringshall, were investigating as were Hertfordshire County Council regarding the creation of a new access onto a highway. George Godar advised that although it had in the past been investigated, ownership of the strip of land between the highway and the fence to the woodland was unclear.

David Brattle asked whether the Councillors would have Parish e-mail addresses or rely on personal ones, the Clerk confirmed that he would be putting in place Parish specific email addresses.

3. REPORTS AND MATTERS ARISING

(a) To receive a report from Hertfordshire Constabulary. There was no police report this month.

(b) Confirmation of instructions re Basketball surface.

The Clerk advised that SportsCourts UK Ltd had been instructed to proceed and the deposit of 25% (£1,875.75 plus vat) had been paid. Councillors agreed that the surface should be coloured dark green with basketball line markings in white and hopscotch and snake lines in yellow. The work was planned to commence at the end of May. Cllr. Kelly agreed to manage the contractor whilst the Clerk was away. Cllr. Magson proposed that an informal launch ceremony for the new equipment should be held at the Village Sports Day in September and it was agreed that Cllr. Douris in his new position of Mayor should be invited along with representatives of the Lawton Trust who had given so generously to the project.

Play area improvements. The Clerk provided details of the quotes received for the surfacing to replace the old matting under the roundabout. The quotes varied between £3,000 and £5,000. It was agreed that a new surface was necessary and that the wet pour solution was now preferred. It was agreed that Cllr. Kelly and the Clerk would review the quotes to provide a recommendation for the next meeting.

Cllr. Hyde confirmed that the Dacorum Borough Council team had completed the painting of the slide in green paint and goalpost in white paint as agreed and had topped up the bark protection under the monkey bars.

The Clerk confirmed that he had circulated the recent Rospa Playsafety inspection reports for consideration at the June meeting.

(c) Insurance cover for the Parish Council

The Clerk confirmed that the insurance policy was coming up for renewal on 1st June 2019.

He advised that having added new gym equipment/basketball stand and nest /child swing to the schedule and revalued the Assets to current prices, the cost of insurance had risen significantly. The value of the assets were now assumed to be £80,000 with a further £20,000 to cover the War Memorial attached to John O'Gaddesden House. The Clerk confirmed that the Parish Council had always covered the War Memorial even though it didn't claim ownership. He said that the Parish Council had not insured the Adelaide Memorial or Lady Marian Alford Memorial because those were not owned by the Parish Council but the Brownlow family.

The Parish Council's insurance agents Came and Co provided three quotes from Inspire (via Axa), Hiscox the current insurer and Ecclesiastical.

Signed by the Chairman.....Dated.....

With the revised Asset Value Hiscox were best but at an increased premium of £870pa for a three year deal, against the current cost of c. £500pa.

The Clerk also obtained a quote from Zurich (a previous insurer for the Parish Council) on a similar cover basis to Hiscox, their premium for a three year deal was £653pa.

<u>Cover Levels</u>	<u>Zurich Municipal</u>
Public Liability	£12 Million
Employers Liability	£10 Million
Fidelity Guarantee	£250,000
Personal Accident	£50,000/£200 pw
Libel and Slander	£250,000
Legal Expenses	£100,000
Money	£250,000
Officials Indemnity	£12 Million
Key Personnel Cover	£100,000/£500 -£100pw

It was agreed that the Clerk should accept the Zurich proposal provided that it was made clear that the Parish Council could not show title to the War Memorial.

(d) Request from the Cricket Club to have sight screens on the Church Road Playing fields

This request was agreed subject to the following conditions:-

1. The white plastic sections should be removed, cleaned and stored during the close season.
2. The screens should be positioned to cause the minimum disruption for grass cutting during the playing and the close season. The Cricket Club are asked to liaise with Malcolm Weaver in this respect.

(e) To agree Councillor portfolio responsibilities.

It was agreed that this matter together also with the nomination of a Parish Council representative for the Little Gaddesden Charities would be discussed with Councillors offline with a view to presenting the completed list at the June meeting.

(f) Nomination for a Parish Council representative on the HAPTC (Hertfordshire Association of Parish and Town Councils)

No nominations were received.

(g) Nomination for the Pension Regulator contact

Cllr. Magson volunteered to be the contact for the Pensions Regulator.

(h) To confirm action regarding the A3 printer currently held by Louise Archer

It was agreed that the Planning Working Group would benefit from retaining the printer, though it was not decided who would now hold it. The Clerk said he would find out the size of the printer so that a decision could be made on who has the space to house it.

(i) To confirm attendance at HAPTC training courses.

Cllr. Prichard advised that she had attended a full day session on Introduction to new Councillors that she felt was very worthwhile. Cllrs. Lawson and Saner confirmed they were planning to attend one on 12th June.

Signed by the Chairman.....Dated.....

(f) Flooding at Ringshall

Cllr. Magson offered to make contact with the owners of Deer Leap Manor regarding the flooding in Beacon Road, Ringshall in case they could help with the issue.

It was requested that County Cllr. Douris be asked to obtain the details of the frequency of gulley clearance by HCC at Beacon Road to help the Parish Council understand whether a change in frequency may reduce the impact of flooding.

4. ADMINISTRATION**(i) Correspondence not already covered above and that requires action by the Council**

The Clerk advised he had received a request from Claire Owen about use of the Church Road Playing Fields for donkey rides at the Summer fete.

The Clerk advised he had received a request from the builders at Red House Farm, to erect safety notices for pedestrians walking along the path at the rear of the Green, warning of builder's vehicles exiting the driveway across the Green. The Parish Council decided not to permit these signs, as signs were already being provided within the driveway warning drivers that pedestrians may be in the vicinity.

(ii) Finance

The Clerk confirmed that at the end of March 2019, the Council had c. £26,000 in the bank, more than the agreed reserve levels of £15,000 because expenditure on the basketball surfacing had not taken place before year end. Now that the precept/grants had been received the bank balance stood at c. £67,000.

The Council approved the schedule of payments and signed off the first months accounts. It was agreed that a Finance Meeting should be held to review the budget now that a New Council was in place. The date agreed was June 10th, 8pm hosted by Cllr. Magson. It was intended that the revised budget would be presented at the June Parish Meeting.

The Clerk advised that Nat West Bank were progressing mandate changes for the New Council.

Finance Schedule**a. The Council approved the following payments:-**

Clerk & Village Hall Manager – Salary & PAYE for **May**

SRT Trading Limited – £220 plus vat – Warden Services (**May** invoice)

MWAgri – £692 ex vat (**May** invoice)

Petty Cash payment £128.35 to Clerk to cover ICO registration, stationery

E-on Direct debit for electricity £28.29 inc vat

Internal auditor fee £250 no vat

Items approved but not minuted in financial year 2018-19

(Receipt of HCC grant £1,000, Contract payments to M.W.Agric £635 and £465, HAPTC £40 Training, Gilbert – Oak Tree screens £900, National Trust rent £1, Louise Archer Petty Cash £9.99, D Brattle Bench restoration £145.34)

Village Hall (Jan to March) £189 no vat

Talktalk business – Domain name £37.80 inc vat

Rospa Play Safety - £168.50 ex vat

b. Cheques/payments received

LGVH Management Committee - Village Hall Manager salary

DBC payments £44,166.96 (comprising £5,663.76 CIL and £38,503.20 Precept/Grant)

£5 received from The Scout Association for the annual rent for the Scout Hut

Signed by the Chairman.....Dated.....

PLANNING SCHEDULE - CURRENT APPLICATIONS (status at 20th May 2019)
 (Red text show changes since previous meeting)

THE SUMMER HOUSE, NETTLEDEN ROAD NORTH, DEMOLITION OF EXISTING DWELLING AND CAR PORT. CONSTRUCTION OF REPLACEMENT DETACHED DWELLING AND CAR PORT. 4/02963/18/FUL
 No objection from LGPC, DBC decision awaited

KILBRACKEN, HUDNALL COMMON, PROPOSED CAR PORT. 4/03077/18/FHA
 Little Gaddesden Parish Council objects to this application on the grounds that it is contrary to Policy CS7 of the Dacorum Core Strategy for the following reasons:-

- 1 The proposal significantly increases the built development between the house and the property boundary.
- 2 The proposed building is (at above 4m) too high for a building within 2m of the property boundary.
- 3 The roof line at the sides and rear of the building comes down to 0.9m from the ground and has a significant visual impact.

The Parish Council believes that the development has a significant impact on the openness and rural appearance of the countryside in breach of Policy CS7.
 DBC Decision awaited

MANOR COTTAGE, WORK TO TREES. 4/00023/19/TCA
 Supported by LGPC, DBC decision awaited, DBC sent a reminder about online status as 'registered'.

FOURWAYS GARAGE, HUDNALL CORNER. DEMOLITION AND REMOVAL OF EXISTING BUILDINGS. CONSTRUCTION OF 8 DWELLINGS WITH DETACHED CARPORT, GARAGES, CAR PARKING AND ALTERED VEHICULAR ACCESSES 4/00266/19/MOA.

Josh Matterson, a farmer who owns the land and access track adjacent to the proposed development, attended the meeting and asked to speak on this application. He explained how difficult it was with large vehicles to exit his farm track at the bottom of Hudnall lane to get down to the Hemel/Leighton Buzzard road. He felt that the proposed development lacked sufficient parking spaces and as a result residents and visitors may well park at the bottom of Hudnall Lane making it impossible to exit safely. County Cllr. Terry Douris said he would take this matter up with HCC and in the meantime the Parish Council noting Mr Matterson's concerns have responded to the application consultation as set out below.

LGPC submission below

Little Gaddesden Parish Council OBJECTS to planning application 4/00266/19/MOA for the provision of 8 houses at Fourways on the grounds of vehicular access and highway safety. The highways and traffic evaluation of the development has not taken in to account material issues of farm vehicle access, particularly as the traffic survey relied upon took place in November, a month when traffic is unlikely to be at its busiest in a rural community. The Parish Council believes that the development is too concentrated for the site, given the on-site parking facilities available, and the likelihood of off-site parking by dwelling owners on Hudnall Lane, in close proximity to a farmer's access to the public highway and to the junction with the B440, Hemel Hempstead to Leighton Buzzard Road.

Signed by the Chairman.....Dated.....

It should be noted that the only bus service serving the development site is Red Eagle No 30 which has 2 services per weekday, the 1138 to Berkhamsted and the 1450 to Great Gaddesden. Neither service is likely to be used by commuters, so the majority of dwellings will rely on cars to get to and from work. There are no bus services on Saturday and Sunday.

However, the Parish Council is minded to approve the application if the relevant planning concern is address by the Developer.

The problem

The issue was highlighted by the local farmer Josh Matterson of Beals Farm. Beals Farm owns the track running into Hudnall Lane just west of the development site and is one of the access points into the development. This track is used extensively in the summer for access onto and off Hudnall Lane by large harvesting equipment to enable the farmer to access his fields (off the B440) and then to return to his farm. When exiting the farm track, the equipment only turns right, past the development site and towards the main B440.

There has sometimes been some conflict between the harvesting equipment exiting the track and cars parked on Hudnall Lane between the track and the B440 junction, but these have in the past been relatively simple to resolve immediately because everyone knows each other (the current local residents and the car sales business) and worked together. This is unlikely to continue to be the case if cars owned by the development site dwelling owners and or their visitors are parked on this stretch of Hudnall Lane. Any such parking close to the farm track exit is likely to adversely affect the farmer's harvesting activities.

The Farmer has informed Dacorum Planning directly of the issue on 11th December 2017 (4/02402/17/MOA) and on the 16th April 2018 (4/02402/17/MOA). Also, on the 4th March 2019 (4/00266/19/OUT).

A potential solution

The Parish Council would potentially like to have some parking restriction at the bottom of Hudnall Lane – possibly double yellow line on both sides of the road from the B440 to the track exit, to be provided at the expense of the Developer.

The Parish Council would also like consideration to be given to the provision of two parking spaces by the Developer to the residents of Oak Tree Cottage. Oak Tree Cottage will lose their street parking provision once double yellow lines are down. The Parish Council would be happy to participate in discussions with all parties to seek practical solutions to these issues.

Both of these matters, parking restrictions and additional parking could be made conditions of any planning permission which might be granted, to be fulfilled before any of the new dwellings are occupied.

We are prepared to consider withdrawing our objection if a satisfactory solution to the problem is devised.

Signed by the Chairman.....Dated.....

58-59 NETTLEDEN ROAD NORTH, THE CONSTRUCTION OF AN OPEN SIDED CAR PORT.
4/00378/19/FHA No objection from LGPC, **Granted by DBC**

FARTHINGS, NETTLEDEN ROAD NORTH FELL OAK TREE. 4/00381/19/TPO
No objection from LGPC, **Granted by DBC**

43 NETTLEDEN ROAD NORTH, CONSTRUCTION OF SUMMER HOUSE. 4/00489/19/FHA
No objection from LGPC, Granted by DBC decision

TOWER COTTAGE, ASHRIDGE HOUSE, ASHRIDGE PARK WORKS TO CHIMNEY. 4/00497/19/LBC
No objection from LGPC, **Granted by DBC**

GABLE END COTTAGE. PROPOSED DORMER ROOF EXTENSION TO REAR ELEVATION.
4/00482/19/FHA
No objection from LGPC, **Granted by DBC**

ASHRIDGE HOUSE, RECONSTRUCTION OF GATE PIER AND HONEY SUCKLE WALL. 4/00573/19/LBC
No objection from LGPC, Awaiting DBC decision

WAVENEY COTTAGE, HUDNALL LANE, EXTENSION TO EXISTING DETACHED GARAGE.
4/00656/19/FHA **No objection from LGPC, Granted by DBC decision**

Applications received since the last meeting.

THE RED HOUSE, NETTLEDEN ROAD NORTH, WORK TO TREES. 4/00904/19/TPO
No objection from LGPC, Awaiting DBC decision

KENT HOUSE, HUDNALL LANE. TWO STOREY AND SINGLE STOREY EXTENSIONS, NEW ROOFLIGHTS
AND ASSOCIATED ALTERATIONS (AMENDED SCHEME) 4/01111/19/FHA
No objection from LGPC, Awaiting DBC decision

43 NETTLEDEN ROAD NORTH. WORK TO TREES. 4/01193/19/TCA
No objection from LGPC, Awaiting DBC decision

Information to share / Items for the next meeting

Cllr. Hyde advised that she was in discussion with Wendy Molloy and the Conservation Officer regarding the hedge/wall front boundary at Keepers Cottage.

Cllr. Hyde asked on behalf of the WI if in connection with their Centenary celebrations bunting could be erected at two locations on the Green. The Council agreed.

Cllr. Saner observed that it was getting very difficult to get past the line of parked cars from the corner near October Cottage to the Shop/Post Office. It was agreed that this issue was difficult to manage but Councillors felt that once the building work had been completed there would be fewer vans parked at that end of the village.

The meeting closed at **10.00pm.**

The next meeting is on **Monday 17th June, 2019.**

Signed by the Chairman.....Dated.....