

# LITTLE GADDES DEN *parish council*

## MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL ON

February 20th, 2023

PLEASE NOTE THAT MINUTES ARE ALSO PUBLISHED ON THE WEB SITE

<https://littlegaddesdenpc.org.uk>

The meeting commenced at 7.30 pm.

**PRESENT:** Cllrs. Hyde, Kelly, Magson, Saner, Thompson & Townsend. Also in attendance, the Clerk, County and Borough Councillor Terry Douris, and ten members of the public.

**APOLOGIES:** There were no apologies

### 1. FORMALITIES

The Chairman welcomed everyone to the meeting and explained how the meeting would be run.

The attendance of Councillors was noted and recorded in the register.

**Approval of the Minutes.** The Minutes were agreed as a correct record of the meeting and were signed at the end of the meeting.

**There were no declared interests.**

### 2. OPEN SESSION FOR MEMBERS OF THE PUBLIC

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

- The presence of a pallet located by the T junction at Ringshall advertising driveways was brought to the Council's attention and it was questioned if this was within Little Gaddesden's Parish.  
**Action: Cllr Kelly** to seek its removal with the owner and / or Highways.
- A recent inspection of the picnic bench at Church Road playing fields revealed that it was damaged beyond repair. The likely cause was it being moved/ dragged by users. **Action: Clerk** agreed to remove from asset register. It was suggested that this might be appropriate item for consideration when memorial benches are requested.
- It was noted that the white van was still parking in the village hall grounds and had been asked to move it.

### 3. REPORTS AND MATTERS ARISING

#### (a) To receive a report from Hertfordshire Constabulary.

There was no report.

#### (b) To discuss the current enforcement issues at Church Road

The meeting was informed that:

- there had been an increase in abuse towards people in the vicinity.

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

- discussions with DBC continue
- some enforcement matters had been complied with
- it was noted that they were using other padlocked gates to access and exit the fields

**(c) To update on upcoming Parish Council Elections**

It was noted that:

- all Councillors were required to stand down and that two were putting themselves forward for election.
- there are a total of 7 seats on the Council.
- parishioners were encouraged to meet with Councillors to find out how they could support the Council.
- details of how to formally apply were on the website. Applications must be submitted to Dacorum Borough Council before 4 April 2023.

**(d) To discuss traffic calming**

It was noted that:

- Cllr Thompson had attended the "20 is Plenty" meeting where it was apparent that urban areas had greater priority for 20mph zones.
- LGPC could research the introduction of Buffer zones flagging an upcoming speed limit and work with other local parishes to achieve lower speeds.
- LGPC could consider a statement of intent regarding speeds and traffic calming.

**Action:** Cllr Thompson to continue research in this area.

- the village appeared to have fewer SID's than other villages and had 5 SID sockets .
- the movement of the SID to Cromer Close hadn't taken place. **Action: Cllr Thompson** to look into how this is achieved.

It was agreed that an additional SID at Ringshall would be helpful. **Action: Cllr Thompson** to pursue this.

It was noted that:

- the "unrepairable" Ringshall sign appeared to have been repaired and turned round. Cllr Terry Douris to check on repairs.
- the January Drive Safe Statistics derived from a 3 hour morning session 08:00 to 11:00am at Home Farm showed an improvement in speeding statistics: 174 cars entered the village with 43 travelling faster than 36mph. Letters had been sent to offenders. No one was reported exceeding 50mph.

**(e) To discuss the funding of the village hall roof project**

It was noted that:

- the roof needed modernisation and insulation.
- David Brattle was exploring solutions which included removing the felt and applying a rubberized roof or a powder coated pre-insulated metal roof.
- the "barrell" design of the roof presented challenges and may restrict solutions.
- a grant was available and open for applications from February to 3 March. It was agreed that LGPC would make an application with assistance from the Village Hall based on likely costs and that this should be submitted without delay.
- that the Council would be provided with a full breakdown of the expected and actual costs for approval prior to any commitments to works being made
- LGPC would advertise the roofing work on the Government's contract site and the financial regulations needed to be researched and complied with. **Action: Cllr Magson & the Clerk**
- the Village Hall had some funds to contribute to the costs and that even if the grant were successful, additional funds would be required.

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

**(f) To discuss the level of Financial and other support provided by LGPC for the Coronation of King Charles III**

Penny Holland shared the progress of plans for the weekend. Clarification was being sought on PA needs, particularly in respect of the Monday so that costs could be managed.

It was noted that:

- entrance to the marque would be by paid ticket to help cover the costs of the event and to better indicate likely demands on food provision
- affordability and access to the whole community was key
- LGPC agreed to underwrite the cost of the Marquee £1950 plus VAT and its insurance as before; and would seek to reclaim contributions to costs from the event.

It was agreed that the Clerk could pay the deposit of £1170 for the marquee following the meeting.

**Action: Clerk**

**(g) To report on the Asset Register**

The Clerk noted reported that:

- the hard copy Asset Register had been transferred into Excel and that Jane Tilley had assisted with the layout to aid understanding and compliance with Local Government requirements.
- the annual check on the existence of the assets had been carried out and amendments made where items had been gifted to the Council.
- the updated register was agreed by the Council.
- the insurance value of items on the register would need to be updated to reflect replacement value.
- the terms of the insurance of the village hall was raised and it was suggested that LGPC should be named as a beneficiary of that insurance. The Clerk had started the conversation with Fiona McWilliams in this regard. **Action: Clerk** to follow up with Village Hall.

**(h) To discuss the provision of defibrillators in the village**

It was noted that:

- the First Aid responders had suggested that an additional defibrillator would be beneficial to the village but were not able to attend the meeting to discuss this.
- one of the village defibrillators was out of action

It was agreed that this would be useful and that this would be explored with the First Aid Responders and brought back to the next meeting.

**(i) To discuss the refreshment of LGPC policies**

Cllrs had been sent policies to review. It was noted that some of the policies

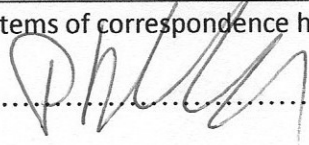
- needed further minor amendments to reflect changes in staffing and the most recent review dates.
- needed more fundamental change, such as the Risk Management Policy which would benefit from being presented differently.
- must be agreed by no later than the next meeting of the Council to satisfy audit requirements
- **Action:** The Clerk undertook to make the amendments required and send to Cllrs for comment. Clerk to arrange a meeting with Cllrs Magson and Townsend to complete and represent the risk register.

**4. ADMINISTRATION**

**(i) Correspondence not already covered above and that required action by the Council**

The Clerk highlighted that two items of correspondence had been received and acknowledged.

Signed by the Chairman.....



Dated.....

20/3/23

(ii) **Finance** The schedule of payments was approved together with the report on expenditure for the previous month.

**FINANCE SCHEDULE**

**a. Cheques /payments for approval. The Council agreed the following payments:-**

- Clerk Salary and PAYE
- Clerk expenses £32 (includes EE sim period 7 Feb to 6 Mar\*, stationery, LADACAN donation, NT rent £1.00)
- G I Rogers & Son Christmas Tree £420\*
- Village Hall two bookings £84 re January\*
- SRT Warden Services – late receipt of invoice for November £220\*

It was also noted that the following items had been received after publication of the Agenda:

- the monthly contractual payment with MW Agri had been increased to take account of the works to saplings undermining the village hall.
- An invoice in respect of Electrical works required to the village hall had been received from GH Electrical for £440 ex vat and that this would be deducted from the LGPC Village Hall Budget.

Both payments were agreed.

The schedule of payments for November and December agreed at the respective meetings were omitted from the minutes therefore these were relisted on the Agenda for minuting in February's meeting.

**FINANCE SCHEDULE presented and agreed at November meeting and not reflected in November Minutes**

- Clerk– Salary & PAYE
- SRT Trading Limited – £220 ex vat– Warden Services for Nov
- MWAgri – £1041 ex vat for Nov
- Expenses payment to Clerk Nov No claim
- Village Hall Hire for November £54 no VAT
- Christmas Tree £420 plus VAT
- R Wilson Tree Surgery - Works to Trees on Green £1,000 plus VAT
- Plum Tree - Works to Honey Fungus £150.99
- SportsCourts repairs to Basket
- RBL Poppy Appeal £25.00
- Sovereign Design Play Systems Ltd £88.24 plus VAT
- HAPTC Training for Clerk £75.00
- Ball Court £550 plus VAT
- Land Registry Fees £30.00

**b. Cheques/payments received**

None

**FINANCE SCHEDULE presented and agreed at December meeting and not reflected in December Minutes**

Clerk– Salary & PAYE  
SRT Trading Limited – £220 ex vat– Warden Services for Dec

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

Expenses payment to Clerk Dec IT equipment & software: £887.16 inc VAT  
Village Hall Hire for November £54 no VAT

**b. Cheques/payments received**

None

**(iii) Health and Safety** – there were no issues reported

**(iv) Planning Schedule**

To seek any responses from the Public regarding the applications received since last meeting. To agree the wording of the consultation responses to DBC for the applications. See attached Planning Schedule and Enforcement Summary for details

**5. COUNCILLOR UPDATE**

**Cllr Terry Douris**

- reported that Hertfordshire was increasing its council tax by 4.99%: this equated to 2.99% for basic Council Tax and 2% ringfenced for adult care services which cost circa £1m per day.
- informed the meeting that the introduction of Demand Responsive Transport to assist rural communities link up with town centres between the hours of 7 am to 7pm Monday to Saturday and Sundays and Bank holiday had been agreed. The service was to be provided by three sixteen seater Mercedes buses with no fixed routes or timetables. Users would book a Bus pick up and Bus drop off point up to 30 days in advance using an app up.
- reminded attendees about the introduction of paid for Green Bins and the need to apply for these.
- shared that NALC and the Department for Levelling Up Housing Communities was increasing its infrastructure levy from 25 to 35% replacing CIL.

**Cllr Hyde** expressed the Council's sadness on hearing the passing of David Noel Withers and noted that he had been LGPC's auditor for many years and that LGPC and the village were grateful for his contribution. The Parish Council expressed their condolences to the family.

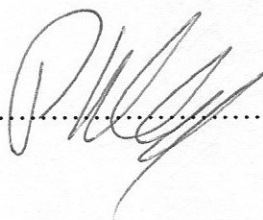
The excellent repairs to the VPA bench were noted and appreciated.

Road Closures in Ashridge were noted and requested has been made for up to date information to be made available on their website. This wasn't possible at the time of asking.

**The meeting closed at c21.00**

**The next meeting is on Monday 20<sup>st</sup> March, 2023 at 7.30pm in the Village Hall**

Signed by the Chairman.....



..... Dated.....

20/3/23