

LITTLE GADDESSEN *parish council*

**MINUTES OF THE PARISH COUNCIL MEETING HELD AT THE VILLAGE HALL ON
Monday 7th August 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. Townsend, Hartwell, Hyde, Scott and Kelly. and nine members of the public.

APOLOGIES: C/Cllr - Terry Douris could not attend the meeting.

1. FORMALITIES

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

The attendance of Councillors was noted in the register and the register was updated to reflect Councillor attendance at the last meeting.

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 was no declared conflict of interest outside of the Planning area where Cllrs Kelly and Townsend declared an interest in relation to The Old Rectory.

2. OPEN SESSION FOR MEMBERS OF THE PUBLIC

Cllr. Kelly asked if anyone wished to raise any matters not already covered in the agenda. No items were raised.

3. REPORTS AND MATTERS ARISING

(a) To receive a report from Hertfordshire Constabulary.

There was no one present from Hertfordshire Constabulary, and no report had been received by the time of the meeting.

(c) To discuss the current enforcement issues at Church Road

Cllr Kelly informed the meeting that

- Dacorum Borough Council had written to LGPC and some residents in the village to inform them that the owners of the land in Church Road had appealed against the most recent enforcement notice.
- LGPC would be responding and would share their response on LGPC website.
- A Section 215 Notice (untidy land notice) was also being appealed.

(d) To agree the logistics and implications of the request from school for fund raising "Happy Circus" on the playing fields on Thursday 19th September 2024.

Signed by the Chairman.....  Dated... 12/9/23

It was agreed that discussions regarding the logistics of the event, parking and protecting the playing surface needed to be explored as did the adequacy of LGPC's insurance as landowner in respect of allowing this event to take place on its land. Assurances would need to be provided by the School in respect of their insurances including public liability and measures which they would take to indemnify LGPC for any damages.

Action: Clerk to check with LGPC insurance and liaise with School in this regard

(d) to report on feedback received from Ashridge re Film Nights

Cllrs Townsend and Hartwell reported a productive meeting with the new Managing Director of Ashridge Hult, David Evans. Increased traffic and noise levels were discussed.

David Evans

- agreed to attend the next meeting of the Parish Council to outline their plans, listen to feedback and to take questions.
- asked people contact Ashridge House directly to report concerns on their 24/7 manned contact station (tel: 01442 843491) or email events@ashridge.hult.edu
- explained that Ashridge's licence permitted 28 events per annum in addition to weddings and this has been used up for 2023. This meant that they were not able to host Christmas Lights this year, however they would be seeking a separate licence/permission to allow for this in future.

Action: Cllr Townsend and Clerk to confirm arrangements for David Evans attendance at meeting.

(e) Request for new Councillors

The Parish Council are still looking for two new Councillors, if anyone is interested please contact the Clerk or speak to any Councillor to find out more.

(f) Update on playground ROSPA Report actions

- The ROSPA report highlighted some areas which needed addressing.
- Cllr Kelly was exploring competent suppliers to address aspects of the report. **Action:** Cllr Kelly
- The Council is keeping a record of the weekly inspections of the two playing equipment areas using Whatsapp to satisfy insurance requirements and notes some works are needed to a bench in Cromer. **Action:** Clerk

(g) Drive Safe.

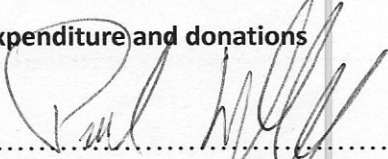
The Chair was pleased to report that

- LGPC now benefited from two Speed Indicator Devices (SIDS).
- a new SID has been installed opposite the Spinney to highlight speed to traffic travelling from Ringshall to the Village.
- LGPC are grateful to Terry Douris and David Lloyds Department for the provision of this and for facilitating the move of the SID from Hudnall Lane to Cromer Close.
- Former Cllr Thompson was thanked for all her hard work in pursuing grants and to achieve the installation of these SIDS.

(h) External Auditor Report

The Clerk confirmed that the External Auditor had agreed the audit and that the audited accounts would be published in accordance with the required notice. The Clerk was giving notice at this meeting that the accounts were available for inspection and that notices would be put on the website and on the main Parish Noticeboard. **Action:** Clerk

(i) Update on Coronation Expenditure and donations

Signed by the Chairman.....  Dated..... 18/9/23.....

The Clerk reported that LGPC had received donations towards the expenses it had underwritten for the village to have celebrations to mark the Coronation of King Charles II. LGPC had received £1455 in donations to date taking its costs down to £1,419.50. A further donation of £600.00 from a local charity had been offered and it was understood that this was still under consideration. LGPC noted the considerable effort that groups of villagers had expended in making a wonderful celebration and thanked them all for their time and expertise in delivering this.

(j) To agree the Risk Assessment for the Green

Cllr Hartwell informed the meeting that:

- he had compiled a risk assessment for the Green this taking into consideration feedback received from Dacorum Borough Council, the Fire Brigade and residents.
- the types of risk, its likelihood, the severity if it arose, the actions needed to mitigate the risks and the residual risk. There were around 7 or 8 risks of which none were deemed high.

4. ADMINISTRATION

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

This had been responded to and resulted in actions:

- LGPC / HCC had been asked to look into the signposts without signs in Hudnall Lane and what could be done to highlight speed and foot passengers on areas of the single track road.
Action: Cllr Kelly and Clerk to investigate
- The deteriorating surface at the entrance of the Bowls Club Car park was noted and that this was due for repair. **Action:** Clerk to chase contractor again.

(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:

The Finance Schedule was agreed and Councillors and the chair reviewed the monthly financial report against budget and bank reconciliation.

(iii) Health and Safety

(iv) Planning Schedule

The Planning Schedule was discussed and annotated. In all cases responses were Neutral.

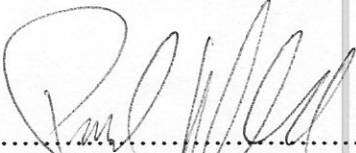
5. COUNCILLOR UPDATE/ Agenda Items for next meeting

It was noted that Fly Tipping was becoming more of a problem and that Dacorum Borough council were addressing this and large fines were being issued.

There were no other updates.

6. The next meeting is on Monday 18th September 2023 at 7.30pm in the Village Hall

The meeting closed at c20.45

Signed by the Chairman.....  Dated..... 18/9/23.....

(ii) Finance – See Schedules for July and August

a) To approve the appended schedule of payments for July & August

Payee	Purpose	Expenditure ex vat	Vat	Expenditure inc vat
Town&Parish Council Websites	Annual Website Hosting and maintenance	260.00	0.00	260.00
HAPTC	Training Cllrs Hartwell 15 June Finance	30.00	0.00	30.00
Msystems	New Cllrs IT Setup	35.00	0.00	35.00
Vicki Fruish	Expenses-Clerk monthly phone fees 7 June to 6 July	10.28	0.00	10.28
Vicki Fruish	Expenses-Clerk monthly phone fees 7 July to 6 Aug	10.28	0.00	10.28
Vicki Fruish	Expenses-Microsoft-Cllr Emails 25/06to24/07	15.00	3.00	18.00
Vicki Fruish	Expenses-Microsoft-Clerk MSO & Email 25/06to24/07	9.40	1.88	11.28
Vicki Fruish	Expenses-Microsoft-Cllr Emails 25/07to24/08	15.00	3.00	18.00
Vicki Fruish	Expenses-Microsoft-Clerk MSO & Email 25/07to24/08	9.40	1.88	11.28
Village Hall	LGPC Official Monthly Meeting Room Hire	64.00	0.00	64.00
Behr & Son Ltd	Cut and Clear Village Green (rewilding)	1,000.00	200.00	1,200.00
DBC	10 Grey Wheelie Bin Collections 09/05/2023	67.50	0.00	67.50
PKF Little John	External Audit Fee	315.00	63.00	378.00
ROSPA-Playsafety	Annual Safety Inspection	220.00	44.00	264.00
MW Agri	Grounds maintenance - July	741.00	148.20	889.20
MW Agri	Grounds maintenance- August anticipated amount	741.00	148.20	889.20
SRT Warden Services	Warden Services for July	220.00	44.00	264.00
SRT Warden Services	Warden Services for August	220.00	44.00	264.00
Village Hall	Booking for June should have included	10.00		10.00
Village Hall	Booking for July	10.00		10.00
Village Hall	Booking for August	54.00		54.00

Planning Schedule

7 August 2023 LGPC Committee Meeting

Item 4 Administration (iv)

Applications received since the last meeting of the Parish Council - For public comment before decision by Parish Council

Date received	Address	Post Code	Proposal	Application number	LGPC Decision	Final DBC Planning Outcome
15/06/2023	5 Little Gaddesden House Nettleden Rd LG	HP4 1PL	Construction of outbuilding	23/00872/FHA		
21/06/2023	Pinetrees The Grovells LG	HP4 1QJ	Garden Room Outbuilding.	23/01476/FHA		
26/06/2023	9 Nettleden Rd Nrth LG	HP4 1PA	Installation of bike shed behind hedge at front of property	23/01546/FHA		
27/06/2023	54 Nettleden Rd LG	HP4 1PL	Replacement windows and internal glazed screen to Listed Building and potting shed in curtilage of Listed Building.	23/01555/FHA		
27/06/2023	54 Nettleden Rd LG	HP4 1PL	Replacement windows and internal glazed screen to Listed Building and potting shed in curtilage of Listed Building.	23/01556/LBC		
07/07/2023	2 Brownlow Gate LG	HP4 1NR	Felling to trees.	23/01642/TCA		
24/07/2023	3 Little Gaddesden House Nettleden Rd LG	HP4 1PL	Works to trees	23/01771/TCA		
26/07/2023	The Old Rectory Nettleden Rd Nrth LG	HP4 1PA	Demolition of garden room and construction of single storey rear extension.	23/01779/FHA		
26/07/2023	4 Church Road LG	HP4 1NX	Single storey rear extension. Replacement of garage with garden room. Outbuilding to the rear, replacement of porch and front bay window. Addition of two rooflights to front main roof slope and creation of dormer window to rear.	23/01756/FHA		

Applications on previous agenda still in process with DBC or status updated since last meeting

Date received	Address	Post Code	Proposal	Application number	LGPC Decision	Final DBC Planning Outcome
18/05/2023	Church Farm House, Church Rd, LG	HP4 1NZ	Retention of 1.2m high post and rail fencing and 5[no] access field gates as installed to enclose and protect recent areas of tree planting.	23/01173/RET	Neutral	
31/05/23	1 Little Gaddesden House Nettleden Rd LG	HP4 1PL	Felling of T1 and T2	23/01315/TCA	Supported	
05/06/23	33 Nettleden Road North Little	HP4 1PF	Two Storey side extension minor internal alterations. Minor alterations to landscaping. Access gate to side.	23/01290/FHA	Neutral	
07/06/23	The Bungalow Home Farm Works Nettleden Rd LG		Demolition of existing bungalow and annex and construction of replacement dwelling. Change of use of listed and curtilage listed barns to residential use, conversion of curtilage listed barn to ancillary accommodation for replacement dwelling, demolition of modern extensions to listed barn	23/01340/FUL	Supported	
08/06/23	The Bungalow Home Farm Works Nettleden Rd LG		Demolition of existing bungalow and annex and construction of replacement dwelling. Change of use of listed and curtilage listed barns to residential use, conversion of curtilage listed barn to ancillary accommodation for replacement dwelling, demolition of modern extensions to listed barn	23/01341/LBC	Supported	
09/06/23	Old Cottage Paddock Nettleden Rd North LG	HP4 1PE	Demolition Construction of new dwelling with detached garage, additional access, new pond, bund and associated landscaping.	23/01359/FUL	Neutral	
25/05/23	Manor Cottage Nettleden Road	HP4 1PL	Single storey side extension	23/01208/FHA	Neutral	
25/05/23	Manor Cottage Nettleden Road	HP4 1PL	Single storey side extension	23/01209/LBC	Neutral	

Enforcements to be discussed and shared at meeting where possible due to technical issues with Dacorum Borough Council website.