

## **Bramfield Parish Council**

### **Minutes of the meeting held on 19<sup>th</sup> June, 2018**

**Present:** John Wells (JW) (Chair) Guy Tucker (GT) (Vice Chair) Nick Savage (NS) Treasurer Marietta Johnson (MJ) Cheryl Jackson (CJ) Michael McMullen (MM)

1. **Apologies** Stella Johnson (SJ) Pam Rutherford (PR) Chris Chris Armstead (CA) Liz Hamilton (LH) Clerk

JW Opened the meeting by welcoming everyone to his first meeting as Chair, and he declared acceptance of office and that he will carry out the duties of Chair to the best of his ability and Council Code of Conduct.

#### **2. Declaration of interest**

None

#### **3. Minutes of the meetings held on 15<sup>th</sup> May 2018**

The minutes of the meeting were agreed with one amendment regarding planning application 14 Main Road should read Ref3/18/0847HH. The Chair signed the minutes as a true record.

The minutes of the AGM were agreed with one alteration recycling bins to be replaced by recycling sign

4. Jenny Clayton (JC) attended the meeting regarding response to the letter she had written to the PC with reference to David Thomas Garage planning application. JW read out her letter to the PC. It was explained to JC that the PC had objected to the planning application on the written submissions included in the application as exhibited on the East Herts website at the time of discussion. It was also to be noted that the PC would not be proceeding with the matter and await information regarding this planning application.

#### **5. Matters arising from previous meeting**

- (a) Perimeter path to rear of village hall - CJ has spoken to CA who said that he could do the work but he had advised it would be better let the path settle and any further work be considered at a later date. GT volunteered to roll and sweep the

path at a future date.

- (b) Village Hall Car Park – JW has some information on a height barrier for the entrance. It was agreed that he should pursue the matter further and report at the next meeting.
- (c) Village sign – As CA was not present it was agreed this should be deferred to the next meeting.
- (d) Marshall site in Bury Lane - It has been noted that there is still activity on the site despite the deadline of 17<sup>th</sup> June. MM said he would see what he could do. It was agreed that the Chair would ask LH to write again to the Council asking what the next steps would be stating that if the PC did not receive a satisfactory response within 2 weeks there would be no alternative but to make an formal complaint to the Council using their complaints procedure.
- (e) HAPTC – MJ has agreed to attend basic Councillor Training Course on 21<sup>st</sup> June.

## **6. Financial Matters**

Bank Balance

Current Account £1,112.55

Expenditure to date £1,764.76

Income to date £1,020.05 being precept with further precept  
payment due circa September 2018

Savings Account £6,303.03

Accounts for Payment

Zurich Insurance £210.00

HAPTC £40.00 for MJ to attend basic Councillor Training Course

Keith Hurley £78.47 repairs to the mower

## **Annual Audit Report**

NS reported that the PC accounts are exempt from an external audit but have to be submitted for internal audit.

The accounting records of the Parish Council for the year ending 31.3.2018 will be made available for inspection for a period of 30 days commencing 2<sup>nd</sup> July by visiting the PC website or village notice board.

The P.C accepted the Section 1 – Annual Governance Statement 2017/18 which was duly signed by the Chairman and forwarded to the Clerk for signature.

The PC accepted and approved the Section 2 Accounting Statement for year 2017/2018 which was signed by the Chairman and Treasurer being the responsible financial officer.

## **7. Planning Applications**

- a. Ref – 3/18/0847/HH - 14 Main Road has been granted.
- b. Ref – 3/18/0935/FUL - David Thomas Garage decision awaited

JW read out a letter from a parishioner objecting to this application which was on similar lines to PC's objection.

## **8. Correspondence**

None

## **9 Any Other Business**

- a. Footpath Hollygrove Road to Tattle Hill – JW received a complaint by a Parishioner re identification of footpath across arable land. This has subsequently been clearly defined.
- b. Grass Cutting – JW explained that Keith Childs had given a sit on mower to the PC so that it could cut the grass on the pound and village green. It was hoped there would be no need for a contractor and so help to avoid some of the recent issues relating to this work. Unfortunately the mower had broken down and so the PC now has to consider whether to continue with the mower project or appoint another contractor. It was decided that JW should get an estimate for repair and an

estimate of its resale value. It was also agreed that JW should ask Harry Pateman for a quote and CJ to ask the contractor who cuts the playing field for a quote. It was agreed there should be further discussion at the next meeting.

- c. Requests to fly the Red Ensign Flag on Navy Day and the flag of St. George during the World Cup. After discussion both requests were declined.

MM reported that on the 27<sup>th</sup> June he would be taking some of his colleagues from EHDC around Bramfield village Hall, Waterford Hall, Tewin Cricket Pavilion and Tewin shop to show some of his colleagues at EHDC facilities in the Ward.

It was agreed that the Agenda for PC meetings should be published on the website and the village notice board giving a minimum period of 3 days notice of date, time and venue of the next PC meeting. It was also agreed to have a pre-meeting item at the beginning of the Agenda for a 10 minute slot to give the public opportunity for comment and questions,

MJ reported that the hedges around the village were very high and she agreed to ask the Council to cut them.

CJ reported that the Scouts will be having a night hike in on 6<sup>th</sup> October and they will be using the village hall as a check point. The Scouts will be walking through Winding Shott and Gobbins Lane. The Scout leader assured there would be no disturbance to residents and the Scouts would circulate a note in the area warning of the event.

Next meeting 17<sup>th</sup> July 2018 – 7.45 p.m.

The Chair closed the meeting at 9.45 p.m.

Signed as a true record

Chair

Date Tuesday 17<sup>th</sup> July 2018