

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 1st July 2013 in Tewin Memorial Hall at 7.45pm.

PRESENT: Cllrs K St Pier (Chairman), A.Hill (Vice Chairman), B.Evans, D. Howson, K.Lawson, D. Lloyd and N.Moore.

In attendance: Mrs C.McFarlane (Clerk), and four members of the public.

31. APOLOGIES FOR ABSENCE were received from Cllr J Sheridan, East Herts District Cllr M.McMullen and East Herts District Cllr L.Haysey.

32. THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING held 3rd June 2013, copies of which have been previously circulated to Councillors, were agreed as a true record by the Parish Council and signed by the Chairman.

33. DECLARATIONS OF INTEREST FROM COUNCILLORS ON ITEMS ON THE AGENDA
Cllr N.Moore declared an interest in the certificates of lawfulness submitted for 21 Bishops Road as it is his property.

PARISHIONERS COMMENTS

The resident of 104 Orchard Road attended to outline the planning application submitted for the property.

Two parishioners raised queries over the planning application for Land adjacent to 30 Lower Green including concerns over the prominence of the building and the style not being in keeping with the surrounding cottages in particular the white fascia board along the front, the yellow stock bricks and the windows. They also raised concerns about how many trees were being removed.

The resident of 5 Cowpers Way attended to outline the details of the planning application submitted for the property.

34. PLANNING

Planning Applications Received

3/13/0882/FP - Woodlands, 5, Cowpers Way, Tewin - First floor side extension – *TPC No Comment*

3/13/0951/FP - Land adj to 30 Lower Green, Tewin - Erection of 3-bedroom dwelling with associated landscaping (revised scheme)- *TPC Objected on the basis of an inadequate tree survey, the excessive loss of trees and the inappropriate design which is out of keeping with the surrounding area and detracts from the listed property next door.*

3/13/0920/FN - 2A, Purcell Close. Tewin - Alterations and extension to dwelling (renewal of 3/10/0727/FP) – *TPC No Comment*

3/13/0953/FP 53 Orchard Road, Tewin - Extension of boundary wall. New entrance gates – *TPC No Comment.*

3/13/0954/FP 53 Orchard Road, Tewin - Two storey side extension & car port to replace existing carport/garage – *TPC No Comment.*

3/13/0900/FP - 24, Hertford Road, Tewin - Side extension over existing utility space with dormers to rear, roof extension – *TPC No Comment*

3/13/0999/FP - 15, Bishops Road, Tewin - Single storey side extension to link existing garage to house – *TPC No Comment*

3/13/1017/FP - 104, Orchard Road, Tewin - Extend garden terrace, partially raise to form level threshold with existing annexe – *TPC No Comment*

3/13/1017/LB - 104, Orchard Road, Tewin - Extend garden terrace, partially raise to form level threshold with existing annexe- *TPC No Comment*

3/13/1061 - 41 & 41A, Upper Green Road, Tewin - Removal of condition 21 (office construction and completion prior to occupation) of planning permission LPA ref 3/10/1785/FP (erection of 3 detached houses and a two storey office building, with new vehicular access and associated off street parking) to amend the site layout – *TPC No Comment*.

Planning Decisions

3/13/0550/FP - 41A, Upper Green Road - Erection of 1 no 4 bedroomed house with associated parking and access – *TPC agreed to send a letter confirming support for proposal including footpath and assuming the boundary on the plans is correct – EHC Granted*

3/13/0515/FP - 11, Upper Green Road - Remove garage door, brick up and insert new window – *TPC No Comment- EHC Granted*

3/13/0572/FP - Lynsted, 48, Firs Walk - Erection of 1.8m high wrought iron gates, pedestrian gate and post box - *TPC No Comment- EHC Granted*

3/13/0696/FP - Rose & Crown - Construction of 1 no. detached dwelling for Greenways Properties Ltd *TPC No Comment – EHC Granted*

Applications Subject to Public Inquiry

3/12/0744/FP Tewin Bury Farm, Tewin –Use of Straw Burner

3/12/0592/FP Tewin Bury Farm, Tewin - Retention of existing hard standing for agricultural storage

Certificates of Lawfulness

3/13/0918/CL - 21 Bishops Road, Tewin - Ground and first floor rear extension.

3/13/0917/CL – 21 Bishops Road, Tewin - Single storey rear extension.

3/13/1032/CL – 4 Desborough Drive, Tewin – Two storey rear extension.

Enforcement Issues - Nothing to report

Seven Acres Development Update

Maypond Green – The old Sevenacres drive across Maypond Green has had more topsoil and grass seed put on it and been cordoned off. Taylor Wimpey has also agreed to bank up the edges to deter parking in due course. The Site Manager has been made aware of the worsening condition of the fir trees adjacent to the tennis courts and has removed soil banked up nearby. The Parish Council agreed to write to Taylor Wimpey expressing concern over the fir trees worsening condition and ask for confirmation that they will be replaced where necessary.

Taylor Wimpey Donation – The £6000 donation from Taylor Wimpey has been received.

35. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments amounting to £8126.52 from the Current Account were approved by the Parish Council.

VAT – A VAT reclaim form for £915.83 has been submitted to HMRC.

HCC Grass Cutting Invoices – HCC has agreed to accept grass cutting invoices for reimbursement twice a year rather than once a year. Invoices for grass cutting to date have been received and sent to HCC for reimbursement.

Internal Audit – This was completed on Monday 18th June 2012 and Cllr B.Evans and D.Lloyd found everything to be in satisfactory order. A query was raised about holding the Clerk's gratuity allocation in a separate account which the Parish Council agreed to look into.

External Audit – BDO LLP has completed the audit of Tewin Parish Council accounts and has issued an unqualified audit opinion as they consider the information in the annual return is in accordance with proper practices and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.
The audit form will be displayed on the Parish Council notice board for the statutory 14 days.

External Hard Drive - The Parish Council agreed to purchase an external hard drive for backing up the Parish Council files.

36. HIGHWAYS & TRANSPORTATION MATTERS

Blocked Gulley & Ditches – An update on the progress regarding arranging the clearing the ditches and gulley works has been requested.

Taylor Wimpey/Sevenacres Section 106 Monies First Phase - Cllr K St Pier, Cllr A Hill, Herts County Councillor Ken Crofton and the Clerk attended an onsite meeting on Thursday 6th June 2013 with Highways Engineer Ben Adams and Road Safety Officer Martin Swears. The meeting was called at very short notice as the Design Engineer who has been working on the proposal since February needed to finalise plans prior to submission by the deadline of 14th June. Highways agreed that the footpath from 74 Upper Green Rd down to Godfries Close could be where the existing footpath is, levelled off and a tarmac surface put on it. The major concern was the lack of visibility at the crossover point by the old garage site to the other side of the road. Many suggestions were put forward and Highways agreed to look into it.

Taylor Wimpey/ Sevenacres Section 106 monies Second Phase –Tom Goldsmith, Countryside Access Officer, Ken Crofton, Herts County Councillor and John Hunt, Rural Estates Manager have all given their support to the proposal for kerbing and a footpath along the northern edge of Lower Green. The proposal will now be put forward to Highways.

Tewin Shop Sign – The shop sign request was declined by Highways as it did not meet Highways criteria.

HGV Sign on Churchfield Road – The Parish Council agreed to raise the issue of modifying the HGV signs, at the junction of Churchfield Road with B1000, to say “Access Only” with Herts County Councillor Ken Crofton.

Various Signs – The “Tewin” sign at Hollybushes is missing and has been reported. The broken post with the "30mph" repeater sign and the "pedestrians in the road" sign by the bus stop opposite the Rose & Crown has been reported to Highways.

Hedge Outside 28 Lower Green – This has since been cut back and the Parish Council agreed to write and thank the residents.

37. UPPER GREEN AND PLAYGROUND

Disabled Parking Bays – Morris Gordon expects to start works this week and a meeting has been arranged onsite with the Works Manager on 2nd July at midday.

Keys for Removable Bollard – No response has been received from either Stuart Kirkham or the Tewin Cricket Club groundsman as to whether they need a key and if so for what purpose.

Pavilion Storage Proposal –

Mr D. Morgan (Architect) has provided the drawings for the proposal for a storage room at the back of the Pavilion accessed via the existing storage room and will be submitting a planning application to East Herts Council for approval. Neither the Tennis Club nor the Cricket Club raised any objections to using the practice wall as the proposed storage room end wall.

Picket Fence at the Pavilion – The Parish Council agreed that as they have been unable to get a reasonable quote for painting the picket fence, that would guarantee good results, they would give permission for Tewin Cricket Club to paint the picket fence white, and expect Tewin Cricket Club to maintain it in a reasonable state thereafter. Tewin Parish Council reserves the right to review the situation if necessary.

Clearing Up Around Pavilion – The Parish Council agreed to write to Tewin Cricket Club advising them that the area around and behind the existing storage shed must be cleared and maintained clear of tarpaulins, paint trays, barbecues, hoses, lining equipment prior to the Classic Car show on August 18th as visitor car parking will be on land behind the green, with a pedestrian access being created through the hedge immediately in the vicinity of the existing storage shed.

Playground Inspection – Nothing to report.

38. LOWER GREEN

Christmas Tree – The Parish Council agreed to plant the Christmas tree to the west of the well cover. Cllr B.Evans agreed to obtain quotes for a 15ft tree. The Parish Council agreed a budget of £1000 from the New Homes Bonus.

Tewin Tots – The Parish Council agreed to allow Tewin Tots pre-school to use Lower Green for their Sports Day and picnic on 12th July providing they are aware that they will do it at their own risk, use their own insurance and leave the Green as they found it.

39. RISK ASSESSMENT

The following works have been completed or actioned:

Bench - Tewin Tennis Club has been informed that a bench overlooking the tennis courts needs repairing.

Pavilion - Tewin Pavilion CIC advised that the toilet roll holder has been repaired.

Kerbing – The broken kerbing in Grass Warren has been repaired by Highways.

Grit bins – The grit bins now appear on the Highways mapping system and will be filled as part of their winter maintenance programme.

PAT test on electrical equipment – This has been completed satisfactorily.

Flagpole – Cllr J.Sheridan and Cllr A.Hill are in the process of investigating how to prevent the wire rattling against the flagpole.

Replacement tiles for the Bus Shelter and Well Cover – Kirkham Contracting has advised that further tiles will need to be purchased which was agreed by the Parish Council.

Tree Survey – Cllr A Hill and K St Pier have met with Ashley Trees and are awaiting a quote.

Tewin Hill Flooding – Cllr A Hill is looking into this.

Pavilion Gutter Dripping – Cllr K St Pier has mended the gutter.

Pavilion Heater Replacement – The Clerk is meeting the electrician on 2nd July 2013 to obtain a quote.

40. PARISH PATHS PARTNERSHIP

Grant – The P3 grant of £1000 has been received for the resurfacing of FP11. Tom Goldsmith, Countryside Access Officer has agreed to fund the shortfall of £137. Greenhall Environment will be carrying out the work in due course.

41. CORRESPONDENCE

District Planning Executive meeting - The next District Planning Executive meeting is scheduled for Thursday 25th July 2013.

EHAPTC Meeting The next EHAPTC Meeting is on Friday 20th September at 10am at Wallfields with Mike Carver and Claire Sime (Team Leader, Planning Policy).

Speed Limits - An email from Mr Holdings was received regarding whether the speed limit on B1000 could be reduced to 40mph and the 30mph limit extended from Churchfield Road down to Mimram bridge. The Parish Council had already raised the question of the 40 mph limit on the B1000 with Bryan Hammond, and they agreed to write again to his successor Herts County Councillor Ken Crofton for his assistance. There was no support for extending the 30mph limit.

Aston Parish Council - A letter received from Aston Parish Council enquiring about Tewin Parish Council's plans regarding the Consultation of the Draft Plan due to be received in Spring 2014.

42. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

The Parish Council agreed to add the Tewin Pavilion CIC and Allotment Association to the list of Outside Bodies and Cllr J Sheridan agreed to be the representative for both this entities.

Allotment Association – The Parish Council agreed to send a letter to the landowner reminding him of the renewal of the Land Tenancy Agreement.

43. DATE OF NEXT MEETING

The next meeting will be at 7.45pm on Monday 2nd September 2013 at Tewin Memorial Hall.

As there was no further business the meeting was closed at 10.25pm

HIGHWAYS AND TRANSPORTATION MATTERS June 2013

Fault line: 0300 123 40 47

Affinity Water 0845-7823333 (fault/leak reporting)

| Ref: | PROBLEM. | DATE RAISED | COMMENTS |
|-------------|--|------------------------|---|
| 1 | Reinstatement of Kerbing along northern edge of Lower Green | 2013 | Highway Locality Budget |
| 2 | Bridge Reflectors in Churchfield Road (nr B1000) – White lining & chevrons to be repainted & reflective discs/paint on bridge | 2012 | Reported on highway fault website |
| 3 | Line Markings – Missing on School Lane | 2012 | Reported on highway fault website |
| 4 | Upper Green Road – Ditch outside 33 – 39 blocked | 2012 | Reported on highway fault website |
| 5 | Hertford Road – Standing water near the shop as gullies blocked | 2013 | Reported on highway fault website |
| 6 | Hertford Road – Lousehole Bottom culvert under the road is not working and gulley blocked | 2013 | Reported on highway fault website |
| 7 | Upper Green/Upper Green Road/Orchard Road – Gullies blocked | 2013 | Reported on highway fault website |
| 9 | Hollybushes- Directional Tewin sign missing | 2013 | Reported on highway fault website |