

TEWIN PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Monday 3rd June 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 J. Sheridan.

In attendance: Mrs C.McFarlane (Clerk), East Herts District Cllr M.McMullen, East Herts District Cllr L.Haysey (from 9pm), Herts County Councillor Ken Crofton and four members of the public.

17. APOLOGIES FOR ABSENCE were received from Cllr N.Moore and apologies for lateness received from East Herts District Cllr L.Haysey due to a prior meeting.

18. THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING held 13th May 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.

19. NO DECLARATIONS OF INTEREST FROM COUNCILLORS ON ITEMS ON THE AGENDA

PARISHIONERS COMMENTS

Jubilee Stone – Mike Kersey from the Jubilee Committee explained their proposal to install a commemorative stone on the village green within a meter of the flagpole with an inscription to commemorate the Queen's Diamond Jubilee. The Parish Council agreed that they were broadly very supportive but had some reservations about the proposed siting.

2 Hertford Road - Residents from Cannons Meadow attended about the planning application for 2 new houses in the garden of 2 Hertford Road. They raised concerns over the overlooking window not being in obscured glass, no information about the boundary treatments as the existing fencing is rotten and a lack of landscaping details. They would like these issues conditioned if the application is approved.

Herts County Councillor - Ken Crofton introduced himself as the new Herts County Councillor.

20. PLANNING

Planning Applications Received

3/13/0747/FP - Rear of 2, Hertford Road, Tewin - Erection of 2 No. dwellings with access - *TPC asked that the opinion of the local residents be taken into consideration.*

3/13/0594/FN Robins, Tewin Close - Renewal of planning permission 3/10/0556/FP for the erection of a replacement dwelling – *TPC No Comment*

3/13/0807/FP – 14 The Walled Garden - Single storey rear extension – *TPC No Comment*

3/13/0780/FO – 41 and 41a Upper Green Road, Tewin - Variation of condition 22 (Approved Plans) 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

3/13/0543/FP - 122, Bramfield Road - Part front ground floor extension and front canopy – *TPC No Comment – EHC Granted*

3/13/0623/FP - 27, Harwood Close - Conversion of garage to habitable room with bay windows and roof canopy to front elevation – *TPC No Comment – EHC Granted*

3/13/0421/FP – 12 Hertford Road, Tewin – Two storey front extension, conservation style roof lights and front dormers – *TPC No Comment- EHC Granted*

Applications Submitted For Appeal

3/13/0194/FP – 32 Cannons Meadow, Tewin – Conversion and extension of detached garage to form ancillary residential annexe – *TPC No objection in principle but have concern over distance from main house and likelihood of it becoming a separate occupation even as an annex. TPC also have concerns over parking and note the boundary issue from a parishioner which might affect the Certificate of Declaration A - EHC Refused*

3/12/1991/FP – 19 Orchard Road, Tewin – Two storey extension and detached garage – *TPC No Comment – EHC Refused*

Certificates of Lawfulness - Nothing to report.

Enforcement Issues - Nothing to report

Seven Acres Development Update

Maypond Green – Taylor Wimpey will in due course be raising the earth levels where the old drive was and agreed to bank up the edges to deter parking. They will then seed the site and cordon it off.

Footpath – HCC Rural Estates Manager has given permission for the tarmac footpath to be extended so that it has a proper squared off edge and special markers sunk into the tarmac denoting the boundary. Taylor Wimpey has been advised.

Brick Wall – Taylor Wimpey advised that they have every intention of rebuilding or repairing the boundary wall and are currently researching the options.

Taylor Wimpey Donation – Taylor Wimpey has agreed to do the formal presentation of the cheque once the works at Upper Green to create two disabled car park spaces in the car park have been completed.

21. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments amounting to £1073.29 from the Current Account were approved by the Parish Council.

Internal Audit – The internal auditor found all the records to be in good order and completed the BDO Audit Form accordingly.

Expenditure Versus the Budget Report – Copies of expenditure versus the budget report were circulated to Councillors at the meeting. Expenditure is currently in line with the budget.

Internal Audit – This is scheduled for Tuesday 18th June 2013.

Local Council Administration – The Parish Council agreed to purchase the 9th edition of this book which is due out in July 2013 for £60 from SLCC.

22. HIGHWAYS & TRANSPORTATION MATTERS

Blocked Gully & Ditches – Raj Goutam, Highways advised that he is aware of the situation and is in the process of arranging to have the works looked at, some of which will need to be done under a road closure. Approval for this will take some time to gain and will then need to be followed up with the requisite permits to work on the highway. He will update us further as soon as he has more details. Herts County Councillor advised that Ringway has been slow to get up to speed on works but they are progressing now.

Taylor Wimpey/Sevenacres Section 106 Monies First Phase - There is a pending allocation of £5000 for a feasibility study on pedestrian access in Tewin. The Principal Engineer will be arranging to meet the Parish Council to discuss the proposal for a footpath between May Pond Green and Godfries Close in due course.

Taylor Wimpey/ Sevenacres Section 106 monies Second Phase – These monies have been paid to HCC. The Parish Council agreed to put together a request for kerbing and a footpath along the northern edge of Lower Green as well as to cobble the corner of Lower Green nearest the Memorial Hall. The Parish Council agreed to see if Tom Goldsmith, Countryside Access Officer and Ken Crofton, Herts County Councillor would give their support to these proposals.

Tewin Shop Sign – Cllr J Sheridan advised that Tewin Stores have had their request for a shop sign turned down twice. The Parish Council agreed that this could be raised with the new Herts County Councillor Ken Crofton.

Grit Bins – Both the Grass Warren and Archers Green grit bins have now been put on the Highways system and will appear on all mapping in early June.

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 still absent and the triangular “bend in the road” hazard road sign is still leaning against the post in Churchfield Road. Both of these have been reported to Highways fault line several times.

23. UPPER GREEN AND PLAYGROUND

Disabled Parking Bays – Morris Gordon has been advised about the extra strip of tarmac and will provide a final quote, programme of works and a start date in due course.

Keys for Removable Bollard – The Parish Council agreed to write to both Stuart Kirkham and the Tewin Cricket Club groundsman to see if they needed a key and if so for what purpose. The Parish Council agreed that one key should be kept by the Parish Council and another key be kept by Tewin Pavilion CIC.

Pavilion Showers – A replacement self closing concealed shower valve from the manufacturer has been fitted and the fitting on another shower tightened. The showers will continue to be monitored.

Pavilion Storage Proposal – Cllr B.Evans and Cllr J.Sheridan met with D. Morgan (Architect) on 14th May 2013 to discuss an extension on the Pavilion to provide increased storage facilities. The architect provided draft drawings of the proposal for a storage room at the back of the Pavilion accessed via the existing storage room. The storage room would be for the users of the Pavilion and under control of the CIC.

The Parish Council agreed to talk to both the Tennis and Cricket clubs to see if they had any objections to using the practice wall as the proposed storage room end wall.

The Parish Council unanimously RESOLVED to accept the quote of £500 for drawings and to proceed with submitting a planning application to East Herts Council at a cost of £85. If this is successful, the total fees to East Herts Council are expected to be in the region of £800.

Picket Fence at the Pavilion - The Parish Council agreed to obtain a quote for repairing the picket fence and painting it white as part of the risk assessment works and to ask Tewin Cricket Club for a donation. The Parish Council agreed that there should be no planting until after the fence painting and repair has been completed. They also agreed that the Cricket Club must clear away all planting at the end of the cricket season.

Clearing Up Around Pavilion – The Parish Council agreed to advise the Tewin Cricket Club that all their belongings need to go in the shed or be removed. If the hose is not stored in the shed it must be put on a reel and not left out as it is a trip hazard.

Upper Green Works - The Parish Council notified parishioners living around Upper Green that these works will be going ahead in due course. Several queries have been received and the Parish Council agreed to respond that they continue to act in the best interests of the parishioners.

Football Goalposts – Stuart Kirkham removed the portable goalposts from Upper Green as they were damaged beyond repair and could cause a hazard.

Upper Green Bench – The new bench anchors have now been fitted.

Playground Inspection – Nothing to report.

24. CHRISTMAS TREE

Friends of Tewin advised the Parish Council that they are broadly supportive of the proposal but are not sure of the position. The Parish Council agreed to propose that the tree be planted to the right of the electricity cupboard subject to agreement from Friends of Tewin. Cllr D.Howson agreed to submit a plan by email to Councillors. Cllr B.Evans agreed to obtain quotes for different types and sizes of trees. The Clerk will contact the HCC Rural Estates Manager for approval.

25. ALLOTMENTS

John Barton advised that his solicitor is looking at the Land Rental agreement with a view to updating the document and the solicitor will be writing to us directly.

26. RISK ASSESSMENT

The following works have been completed or auctioned:

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 reported to Highways.

Grit bins – The empty grit bin will be reported to Highways when it appears on the mapping system.

PAT test on electrical equipment – The Parish Council agreed to accept the Mill Green Electrical quote of £69.

Flagpole – Cllr J.Sheridan agreed to ask Mr Tyler to ensure cable is tied up tightly so that it doesn't rattle.

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 – The Parish Council agreed to obtain a quote from Ashley Trees.

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 was asked to arrange this.

Annual Playground Inspection - The Parish Council accepted the East Herts Council quote of £46.55 (£55.86 incl vat) for the ROSPA inspection of playground.

27. PARISH PATHS PARTNERSHIP

Grant – The P3 grant of £1000 is due to be received shortly for the stabilising of FP11. Tom Goldsmith, Countryside Access Officer has agreed to fund the shortfall of £137.

28. CORRESPONDENCE

Bowls Club Banner – This has now been removed.

Cycle Race – The Parish Council agreed to give permission for the Kenneth Lush Memorial cycle race from Tewin Memorial Hall on 23rd June 2013 providing competitors are advised to park considerately.

East Herts District Cllrs Tour – They will be visiting the Pavilion, Memorial Hall and the Village Shop on 9th July 2013.

East Herts District Councillor Linda Haysey - An invite for drinks on 9th September 2013 for Councillors, Clerks, partners and spouses has been received.

Flytipping – The fly tipped doors on Archers Green Lane have been reported to East Herts Council.

Rose & Crown A Boards – Cllr K St Pier spoke to the landlord. The Parish Council agreed to write to Greene King about the boundaries.

Jubilee Stone – Cllr K St Pier agreed to ask if the Memorial Hall Committee would agree to have the commemorative stone.

29. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

Tewin Charities Trustees – Mr R.Temple confirmed that he would be happy to continue as a trustee for a further 4 years.

Transport – Cllr K Lawson advised that no response had been received from HCC Passenger Transport Unit about non receipt of revised pocket timetables for the 388 bus.

Tewin Website – A meeting is being held on Tuesday 4th June 2013.

Tewin Memorial Hall – Nothing to report.

Policing – Nothing to report.

PPP – Cllr K St Pier agreed to be the PPP representative.

The Parish Council discussed whether to appoint any other official representatives. The Parish Council agreed that the Tewin Pavilion CIC and the Allotment Association should be asked if they would like a representative and report back at the next Parish Council meeting.

30. DATE OF NEXT MEETING

The next meeting will be at 7.45pm on Monday 1st July 2013 at Tewin Memorial Hall.

As there was no further business the meeting was closed at 10.15pm.

HIGHWAYS AND TRANSPORTATION MATTERS May 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
8	Churchfield Road – Triangle “Bend” road sign no longer attached to post	2013	Reported on highway fault website
9	Hollybushes- Directional Tewin sign broken	2013	Reported on highway fault website