

## TEWIN PARISH COUNCIL

**Minutes of the Parish Council meeting held on Monday 6th June 2016 in Tewin Memorial Hall at 7.45pm.**

**PRESENT:** Cllrs K.St Pier (Chairman), A Hill (Vice Chairman), B.Evans, N.Moore and J.Sheridan.

In attendance: Mrs C.McFarlane (Clerk) and East Herts Councillor Michael McMullen until 9.15pm.

**15. APOLOGIES FOR ABSENCE** were received from Cllr D.Howson, Cllr K. Lawson, Cllr D. Lloyd and East Herts Councillor Linda Haysey.

### **NO PARISHIONERS COMMENTS**

**16. THE MINUTES OF THE PREVIOUS PARISH COUNCIL MEETING** held 9th May 2016, copies of which have been previously circulated to Councillors were amended and confirmed as a true record and signed by the Chairman.

### **17. NO DECLARATIONS OF INTEREST**

### **18. PLANNING**

#### **Planning Applications Received**

3/16/1206/HH - Oakdene, 43 Orchard Road, Tewin - Single storey rear extension. Alterations and widening of ground floor entrance. Alterations to existing rear ground and first floor with full height glazing - *TPC No Comment.*

3/16/1161/HH - Kingsbridge House, Hertford Road, Tewin - Detached garage - *TPC No Comment*

3/16/1012/HH - 4 Grass Warren - Two storey side extension - *TPC No Comment*

3/16/1216/HH - The Old Red Barn, Back Lane, Tewin - Insertion of window at first floor level - *TPC would like confirmation that the Conservation Officer has been consulted as this property is sited in the Tewin Conservation Area.*

3/16/1239/HH -120 Bramfield Road, Tewin - Single storey side extension - *TPC No Comment*

3/16/1260/PNHH - 4 Desborough Drive, Tewin - Single storey rear extension - *TPC are dismayed that the permitted development rules allow extensions like the one shown in this application. The Parish Council would like to know whether the permitted development rules override the National Planning Policy Framework (NPPF) clause "the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building" when applied to extensions in the Green Belt.*

#### **Certificates of Lawfulness**

3/16/1031/CLP - 43 Bishops Road, Tewin Wood - Rear single storey extension

#### **Planning Decisions - None**

#### **Certificates of Lawfulness Decisions - None**

#### **Appeals Submitted - None**

#### **Seven Acres and Mimram Drive**

The Parish Council agreed to write to David McMillan, Head of Taylor Wimpey Customer Services for an update about the outstanding works at Mimram Drive and Sevenacres.

**Plume of Feathers Parking** - The Parish Council agreed to write to the neighbours about a proposal to extend the Plume of Feathers car park into the garden as a result of increased incidents of overflow parking up and down Upper Green Road and on the village green.

### **19. FINANCE**

**Accounts for Payment** - In accordance with the Council's Financial Regulations the schedule of payments approved by the Parish Council from the Current Account since 5th April 2016 amounted to £1531.49.

**P3 Grant** - A P3 grant of £1000 has been received towards the proposed surface improvement works on FP30.

**PAYE RTI** – The end of year PAYE has been submitted to HMRC and a P60 issued to the Clerk.

**Internal Audit** - McCash & Hay completed the internal audit and confirmed that all the records were in good order and they did not need to qualify the report in any way. The Internal Audit Certificate has been completed and signed.

**Inspection Period** - The accounting records of the Parish Council for FYE 31.3.2016 are available for inspection from 3rd June until 14th July by appointment with the Clerk only.

**Clerks Pay Review** - In May 2016 the National Joint Council for Local Government Services (NJC) agreed new pay scales to be implemented immediately and backdated to 1 April 2016 as well as new pay scales for 2017-2018 to be implemented from 1 April 2017. The Parish Council unanimously agreed to the pay award as the overall increase in salary and national insurance contributions resulting from the pay award is within budget.

## **20. HIGHWAYS**

**Upper Green Ditch** - Following complaints of flooding due to a blockage in the ditch East Herts Council have completed an investigation. The pipe work underneath the vehicle crossover for 35 Upper Green Road is not smooth and therefore has a tendency to cause a partial blockage. The recommendation is for the vehicle crossover to be reconstructed. The Parish Council agreed to get a quote for excavating the entire ditch below the level of the pipe work and for the soil away to be used to build the earth bund on the edge of May Pond Green to deter parking.

**Tewin Hill Potholes** - A Highways road closure notification has been received for Tewin Hill for drainage investigation works for 7 days during the period 27th June 2016 and 27th December 2016 when signs are in place. An alternative signed route will be provided for traffic whilst the road closure is in place.

## **21. PAVILION AND UPPER GREEN**

**Playground** - No incidents to report.

**Tennis Court** - The Parish Council unanimously agreed to accept Kirkham Contracting's quote of £120 to prune the branches overhanging the tennis courts.

**Tennis Court Fencing** - Colourcourt have started the works with materials on site and the back fence is a work in progress but they have realised that they have mis quoted. However, they have agreed to match Steelway's original quote of £10,847.52 The Parish Council unanimously agreed to accept this quote as it is no more than originally agreed.

### **Post Replacement :**

Plume of Feathers Triangle - The Parish Council agreed to get a quote for putting secured railway sleepers around all edges of the green except the side adjacent to the road.

Upper Green Footpath - There has been an incident when somebody parked on the new pathway where it joins the entrance to the tennis car park. The Parish Council agreed that once the damaged poplar tree by the litter bin at the entrance has been removed then a quote can be obtained to extend the earth bund round closer to the path and Cllr A Hill offered to put a post either side of the path.

Wheelwrights Triangle - The Parish Council agreed that there is little erosion at present and to just remove the one fallen post.

Grass Warren - A section of the post and rail has fallen over and the Parish Council agreed to ask Riversmead to remove it.

St Peter's Church Green - The Parish Council agreed to get a quote to replace one fallen post.

**Lafarge Communities Fund Asset Monitoring** - Daniel Du Gard from Groundwork visited the Pavilion in order to conclude and sign off the monitoring requirement following the £11,000 grant they awarded Tewin Parish Council towards the refurbishment of the Pavilion in 2010.

**Bench on Upper Green** - The Parish Council unanimously agreed to accept the quote for a replacement bench on Upper Green facing the tennis courts at a cost of £459.99.

## **22. LOWER GREEN & SURROUNDING AREAS**

**Lower Green Kerbing** - A notice of works application and a temporary traffic regulation order have been applied for and Herts Highways have confirmed receipt and will advise the Parish Council of the earliest possible date for the works once approval has been received. This will be a minimum of 8 weeks time as the road closure is required to be advertised.

**Flytipping Hertford Road** - At least four incidents of flytipping have been reported and a request for CCTV surveillance at Lousehole Bottom has been requested.

### 23. RISK ASSESSMENT

**Risk Assessment 2015** - This was signed off by the Parish Council.

**Common Land 149** - The nearby resident of CL149 has agreed to remove the shrubs from CL149.

**Risk Assessment 2016** - The portaloo on Grass Warren is being removed in three weeks when the builders at a nearby house have finished. Quotes are being obtained for various other works raised by the risk assessment.

### 24. CORRESPONDENCE

**Upper Green Parking** - A complaint has been received about parking up and down Upper Green and on the verge. Please refer to section 18 for the Parish Councils' response.

**Bee Orchids** - As bee orchids have been found upon a piece of common land north of the Plume of Feathers triangle the grass cutting contractor has been advised not to cut that piece of grass until after July.

**Tewin Cowper Family Swimming Pool Club** - A request for help in fund raising for work on the swimming pool has been received. The Parish Council has put them in touch with Claire Pullen, Grants Officer at East Herts Council.

**Shire Park Bowls Club** - A request for funding has been received and the Parish Council agreed that they do not give grants to sports clubs.

### 25. REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

**Allotment Association** - All plots are now let.

**Pavilion** - The Parish Council agreed to give permission for a village day on Upper Green hosted by Tewin Cricket Club in July, date to be confirmed. The Clerk will write to advise that the event is at the organiser's own risk and will not be covered by the Parish Council's insurance. Users should make their own arrangements if they deem it necessary.

### 26. DATE OF NEXT MEETING

The next Parish Council meeting will be on Monday 4th July 2016 at Tewin Memorial Hall. As there was no further business the meeting was closed at 9.35pm.

### HIGHWAYS AND TRANSPORTATION MATTERS May 2016

Ref:	PROBLEM.	DATE RAISED	COMMENTS
1	<b>Reinstatement of Kerbing along northern edge of Lower Green</b>	2013	Highways
2	<b>Bridge Reflectors</b> in Churchfield Road (nr B1000) – White lining & chevrons to be repainted & reflective discs/paint on bridge	2012	Reported on highway fault website
3	<b>Line Markings</b> – Missing on School Lane	2012	Reported on Highway fault website
4	<b>Line Markings</b> - Missing at junction opposite Rose & Crown	2015	Reported to Highways
5	<b>Signs - Hollybushes</b> - Directional Tewin sign missing <b>- Lower Green</b> - Directional finger post missing	2013	Reported on Highway fault website

