

TEWIN PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Monday 7th July 2003 in Tewin Memorial Hall at 7.45pm.

PRESENT: Cllrs K.Lawson, K.St Pier, S.Glew, M.Howe and C.Pool.

In attendance: Mrs C.McFarlane (Clerk), Cllr M.McMullen.

31. APOLOGIES FOR ABSENCE were received from Cllr S.Stott

32. MINUTES OF THE PREVIOUS MEETING held 2nd June 2003 were agreed and signed by the Chairman.

33. MATTERS ARISING FROM THE MINUTES:

34. FINANCE

Accounts for Financial Year Ending 31.3.03 and Audit Schedule - In accordance with the Council's Financial Regulations the accounts were unanimously approved and signed by the Chairman and Clerk.

Internal Audit – Mr P.Marshall conducted an internal audit of the Council's accounts and completed and signed the Audit Schedule. No major issues were raised. The Council agreed to pay Mr Marshall £100 plus VAT for his services.

Accounts for Payment – In accordance with the Council's Financial Regulations the schedule of payments amounting to £928.30 were approved.

Budget – An analysis of the budget should be put on the agenda for the next meeting.

Tewin Directory – The Council unanimously agreed that £150 should be paid towards the publishing of this document. The balance of £250 will be put forward as a budget item for the next year. The Clerk was asked to remind the Tewin Society to approach the Parish Council in good time to allow for any such expenditure to be included in the approved budget.

CPRE Village of the Year Competition – Tewin won the Environment Category and received a rose bowl for a year, a plaque to be put in Tewin Memorial Hall and a cheque for £100. The Parish Council agreed unanimously to give the £100 to the Tewin Society in respect of all their work running our entry to the Village of the Year competition.

Tewin Website – The Council agreed unanimously that £10.36 be donated toward the running of the website.

Tewin Charities – The Parish Council noted the proposal from the trustees of this charity to close.

35. PLANNING

Open Spaces Society Membership – The Council unanimously agreed that membership of this organisation would provide access to helpful information and advice regarding Common Land and Village Greens. The Council also agreed that the book Our Common Land should be purchased.

Planning Applications Received:
Received:

3/03/1048/FP/3EH - 31 Orchard Road – Amended drawings – TPC No Obj

- 3/02/2598/FP/TH – 36 Firs Walk, Tewin Wood – Amended drawings – TPC No Obj

3/03/1094/FP/3TH- Hickory Hollow, 38 Firs Walk, Tewin Wood - Alterations and Extensions - TPC No Obj

3/03/1177/FP/3SD – Marden Hill, Hertford – Conversion of Basement Area to Provide 2 3 bed flats - TPC No Obj

- 3/03/1178/FP/3SD – Marden Hill, Hertford – Conversion of Basement Area to Provide 2 3 bed flats (Listed Building Consent) - TPC No Obj

- 3/03/1165/FP/3LAH – 10 East Riding, Tewin – Single Storey Rear Conservatory - TPC No Obj

EHDC Decisions:

3/03/0803/PA – Crown farm Back Lane – New Building Agricultural Barn
Prior approval is required

3/03/0176/FP - Tewin Lodge, Churchfield Road, Tewin – Double storey extension to rear of building and single storey lean-to to side of existing building –TPC No Obj – EHDC Granted

3/03/0569/FP – 22 Firs Walk, Tewin Wood – First Floor Extension – TPC No Obj – EHDC Granted

3/03/0556/FP – 26 Lower Green, Tewin – Single storey Rear Extension – TPC No Obj – EHDC Granted

- **Planning Aide Memoire:** The Council agreed to accept this as an ongoing support document to be revised as appropriate.

Local Area Plan: Cllr K.St Pier agreed to look into how this and other similar Plans may be relevant to Tewin.

Gate at Hollybushes – Enforcement informed the Council that the verge in front of the new gate into Warrengate field, belonged to the Countess Cowper Panshanger estate. The Council agreed to ask The Tewin Society if they would look into it.

36. HIGHWAYS & TRANSPORTATION ISSUES

Road Works Outstanding (see Appendix 1) – Major patching works are proceeding on Bramfield Road, Orchard Road and Upper Green Road.

The Council asked the Clerk to send a letter of thanks to the Old House Residents Association for no longer leaving their refuse bags on the verge

Building Materials on Verge – The Council agreed that a notice should be put in the Parish News informing Parishioners that it is an offence.

37. PAVILION & UPPER GREEN

Tennis Club Proposal – The Council agreed that a letter be sent raising the Council's various concerns.

Common Land and Village Green Aide Memoire – The Council agreed to await receipt of the ‘Our Common Land’ book.

Access Over Lower Green – The Parish Council passed this issue to Herts County Council (the freeholder of the village green). The Parish Council leases the village green from HCC.

Pavilion Proposals – Nothing to report.

38. CORRESPONDENCE Received in June 2003

Quality Parish Councils – To be put on the agenda for the next meeting.

Recycling – The Clerk was asked to respond to Tim Robertson

Good Councillor Guide – The Clerk was asked to order copies of this.

PC Ivans – The Clerk was asked to contact him re an incident.

Clerk Salary – To be put on the agenda for the next meeting.

39. RISK MANAGEMENT Following Meeting on 6.5.03

Works Done: Mr Yates completed various works. The Clerk is in the process of arranging other repairs.

40. PARISH PATHS PARTNERSHIP

Cllr K.St Pier is in the process of completing the PPP report and the grant application for this year.

Paula Cheeseman, EHDC is looking into FP26 and the new fencing and stile across FP23.

The Council agreed that P.Loughrey could remove a dead tree from May Pond Green and that Stuart Kirkham could remove a dead tree from BR8.

41. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

Tewin School – Nothing to report.

Tewin Memorial Hall – Nothing to report.

Tewin Website – Nothing to report

42. DATE OF NEXT MEETING

The next meeting will be held on Monday 1st September 2003 at 7.45pm in Tewin Memorial Hall.

As there was no further business the meeting was closed at 9.59pm.

APPENDIX 1 – HIGHWAYS AND TRANSPORTATION MATTERS June 2nd 2003

Fault line: 01438 737321 District Team: 01992 526900 Assistant District Manager: Val Weaver
Assistant Engineer: Ian Bishop

No	Priority Ref:	WORK IDENTIFIED AS NEEDING TO BE DONE AND REPORTED TO THE PARISH ENGINEER.	DATE WORK SCHEDULED FOR
1	1b	Bridge Reflectors in Churchfield Road – White lining & chevrons to be repainted & reflective discs/paint on bridge	IB will contact Steve Minton
2	1a	Flooding - School Lane Drainage and reset kerbing nearer edge of the road.	EHDC have had budget granted to carry out repair work.
3	1c	Flooding around the Tewin Memorial Hall – School Lane backing up and pushing manhole covers up on path from Car Park to Hall – 12/11Ref 1038106 12/12 chased	IB will arrange for a camera to be put down gulleys down Orchard Road and Upper Green Road
4	1d	Flooding of water in Upper Green Road opposite entrance to Godfries Close. 12/12 Ref 1042842	
5	1e	Flooding on Bramfield Road going to Bulls Green – Gulleys need clearing Ref: 1058851/1058853 2/3/03	
6	1f	Flooding in Orchard Road outside No 45. 12/11 Ref 1038104 12/12 chased	
7	1g	Flooding at Lower Green/Hertford Road where point is being eroded.	
		Flooding outside 32 Upper Green Road where pavement sinking	
8		Reinstatment of Verge - The point of Lower Green near the Post Office is being eroded as cars turn – Advice on stopping erosion	IB will investigate granite edging
9		Reinstatment of Verge in Orchard Road after road works Ref 1058848 2.3.03	IB will chase Gas Board
10		Sign - Back of finger Burnham Green signpost missing on Lower Green. 12/12 Ref 1042844 7/5/03 Ref: 1068407	On order
11		Sign - Tewin Sign at B1000 and Hertford Road junction broken Ref 1058844 2.3.03 Ref: 1068409 7.5.03	On order
		Sign – Village Shop sign	On order
12		Swallow Hole - opposite 4 Hertford Road Reported to 24hr Fault line on 1.10.01 Ref 1004796/ 13/5 Ref 1020829	IB will chase Water Board
13		Potholes – at the bottom of Tewin Hill Ref: 1068406 7.5.03	
		Potholes – At Archers Green by pond	

		Potholes – Outside Plume of Feathers by Post Box	Done
		Potholes – On Churchfield Road	
14		Bridge Repair at Tewin Hill – past farm – railings on bridge over stream are missing fencing Ref: 1068404 7.5.03	
15		Sign - Disused signs on roadside by entrance to Church Ref: 1068403 7.5.03	
16		Kerbing - Two Loose Kerbstones on drive opposite Tewin Stores	IB will put on works list
17		Kerbing - Damaged and Missing Kerbing to be replaced outside the Memorial Hall.	
		Ownership – Clarify ownership of paths in front of houses on Upper Green Road	IB will contact Land Registry
		Ownership – Clarify ownership of access road off Godfries Close	IB will contact Land Registry
		Gulleys – Ian Bishop stated that a survey was being done to pinpoint the location of all the roadside gulleys for the benefit of the cleaning crew	