

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 4th June 2007 in Tewin Memorial Hall at 7.45pm

PRESENT: Cllrs K.Lawson (Chairman), K.St Pier, B. Evans, A.Hill, D.Lloyd and S.Stott (arrived at 9.30pm).

In attendance: Mrs C.McFarlane (Clerk), East Herts District Councillor L.Haysey and 2 parishioners.

16. APOLOGIES FOR ABSENCE were received from East Herts Cllr M.McMullen, Cllr M.Howe & Cllr D.Howson

17. MINUTES OF THE PREVIOUS MEETING held 14th May 2007 were agreed and signed by the Chairman.

18. MATTERS ARISING

Tewin Charities - Mr R.Temple agreed to continue as the Parish Council's nominated trustee for Tewin Charities. Remaining term to be confirmed at the next meeting.

Post Office – There has been no response to date to our letter expressing concern over the Post Office closure

19. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments amounting to £1,977.55 was approved by the Council.

Accounts For Financial Year Ending 31.3.07– In accordance with the Council's Financial Regulations Cllr K.St Pier proposed that the accounts be accepted and this was seconded by Cllr A.Hill. The Council unanimously agreed to accept the accounts and they were signed by the Chairman and by the Clerk as the Responsible Financial Officer.

Accounts Inspection - The accounts are available for inspection by appointment with the Clerk from 31st May until the 28th June 2007.

Internal Audit – Mr P.Marshall has completed the internal audit for the Parish Council. He suggested that the Financial Regulations for the Parish Council be updated to account for the new internal audit requirements and referred to a VAT discrepancy to be investigated.

External Audit Schedule - This was signed in accordance with the Council's Financial Regulations.

20.PLANNING

Affordable Housing Supplementary Planning Document - Cllr S.Stott has put together a reply and will send it off when all Councillors have looked at it.

Planning Applications Received

3/07/1044/FP/HS – 17 Bishops Road, Tewin – Proposed first floor side extension and single storey rear extension – TPC No Obj

3/07/1061/FP/SD – Southleigh, 13 Hertford Rd, Tewin – Construction of 40x20 metre outdoor riding arena with surrounding timber fence for private use only – TPC No Obj
Cllr A.Hill declared a personal interest, as he is a neighbour.

3/07/0922/FP/HS – 27a Orchard Rd, Tewin –Single Storey side extension – TPC No Obj Comments were submitted asking for confirmation that velux windows will be on the other side of the roof and expressing concern that there is no front elevation drawing.

Planning Decisions Received from EHC

3/07/0708/FP – 2 Upper Green, Tewin – Part loft conversion with dormers, 1&2 storey rear extension & new porch - TPC No Obj - EHC Granted

3/07/0727/FP – 19 Cannons Meadow, Tewin – Proposed rear conservatory - TPC No Obj - EHC Granted

Enforcement Issues – The owner of Dawley Woods has advised the Parish Council that in accordance with the Forestry Commission licence for felling the trees they have 5 years to replant the trees. The Clerk was asked to check if EHC Enforcement are now happy with the site.

New Model Code of Conduct – Cllr S.Stott agreed to make a report at the next meeting.

Procedure for Conflict of Interests – The Council agreed that if a conflict of interest becomes apparent during the course of a meeting, the meeting should be adjourned if necessary whilst the nature of the interest is determined. The meeting should then be resumed and the interest (whether personal or prejudicial) declared and recorded. (If a prejudicial interest is declared, the Councillor should withdraw from the meeting whilst that agenda item is discussed). Cllr L.Haysey agreed to ascertain procedures used by other Parish Councils.

Fly Posting – The Guidance for Local Organisations on Fly Posting written by Cllr K St Pier has been circulated to all Councillors and they unanimously agreed that it should be sent out to the village societies.

21. HIGHWAYS

Heavy Vehicle Sign on Hertford Road – Highways advised the Parish Council that they do not have a date for the sign at present but it will be sometime this year.

Beware Playground Signs – The Parish Council agreed to ask Highways about obtaining these.

Flashing Speed Signs – The Parish Council agreed to contact Knebworth and Stapleford Parish Council about how to get one of these.

Grass Warren – Ownership of birdsmouth fencing has not been confirmed yet

Plume of Feathers – Ownership of road around green has not been confirmed yet

Ditch on Churchfield Rd – A meeting has to be arranged to finalise plans.

22. RISK ASSESSMENT WORKS

The Parish Council agreed to research ideas for alternative benches and Cllr B.Evans agreed to see if any grants were available from East Herts Council for new benches.

23. LOWER GREEN, SHOP & FAMILY OPEN DAY

Electricity on Lower Green – The Parish Council awaits a response from EHC on the planning application for the electricity meter on Lower Green. The Parish Council has received 2 letters of objection and has compiled a response, which will also be copied to EHC.

Tewin Stores – The Parish Council agreed to arrange a village meeting with a speaker for the 25th June at the Memorial Hall at 7.30pm. They agreed to publicise the event on the website, notice boards and arrange for a flyer to be circulated to every household with the newsletter.

Family Open Day – HCC has agreed to allow use of the green and to allow driving on the green for one day in order to get vehicles into position. Stuart Kirkham has been asked to cut the grass just before the event. Cllr B.Evans agreed to ensure compliance with the Lottery's publicity requirements and liaise with Friends of Tewin

24. PLAYGROUND

SMP - SMP has turned the swings round but the Parish Council are still awaiting confirmation that everything else has been done.

Inspections - The Clerk has met with the Playground Inspector from EHC and he has advised what to look for on the weekly inspection. A book has been purchased to record the inspections.

Income & Expenditure - Cllr B.Evans also agreed to liaise with the Clerk to provide a concise income and expenditure statement for the next meeting.

Public Liability Insurance – The Friends of Tewin asked if the Parish Council would be willing to contribute £50 towards the £100 cost of public liability insurance for the Family Open Day. Cllr A.Hill proposed that the Parish Council contribute £50 and Cllr K St Pier seconded the proposal. The Parish Council unanimously agreed.

Litter Bin – Cllr B.Evans agreed to get a quote for a litter bin from SMP.

Football Posts – In order to try and prevent the cricket nets being used for football practice the Parish Council agreed to put the nets on the football posts and ask the Cricket club to reinstate the football posts if they remove them. The Parish Council noted that a pair of football nets from RAM cost £75.

25. CORRESPONDENCE

Playground – There have been 3 reports of nuisance at the playground over the last month. A report will be made to the police who have already been advised and are regularly including the playground on their patrol. The Clerk was asked to respond to the parishioner.

St Peter's Church Accounts – These have been received and are in circulation. A request for a donation towards the Parish News will be included on the next agenda.

Tewin Memorial Hall Accounts – These have been received and put into circulation

Tree Preservation Order Information – This has been put into circulation for information only

EHC Garden Party on Sun 1st July – The Clerk to respond that Councillors are unable to attend

Helicopter Noise – The Parish Council agreed to write a letter to Panshanger Aerodrome.

Datchworth Parish Council Liaison – Cllr B.Evans agreed to be the point of contact with Datchworth Parish Council.

26. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

Tewin Charities Trustees – Mr R.Temple confirmed he would be prepared to continue as trustee. The Clerk to confirm his remaining term at the next meeting.

Tewin Memorial Hall – Nothing to report

Tewin Society – The Tewin Society footpath map has been updated for eventual reprinting

Tewin Website – Nothing to report

Transport – Nothing to report

Locality Policing – Flytipping continues to be a problem.

Parish Plan Steering Committee – The data from the questionnaires is still being processed by the University of Hatfield.

Pavilion Refurbishment Committee – Nothing to report at the moment.

Parish Paths Partnership - Cllr K St Pier continues to liaise with the Countryside Access Officer about improvements on Back Lane and FP15.

27. DATE OF NEXT MEETING

The next meeting will be on Monday 2nd July 2007 in Tewin Memorial Hall at 7.45pm.

As there was no further business the meeting was closed at 10.50pm.

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APPENDIX 1 – HIGHWAYS AND TRANSPORTATION MATTERS May 07

Fault line: 01438 737321

District Team: 01992 526900

Assistant District Manager: Raj Goutham

Assistant Engineer: Ian Bishop (last meeting 15.4.05, 23.2.06)

Three Valleys Water 0845-7823333 (fault/leak reporting)

Ref:	WORK IDENTIFIED AS NEEDING TO BE DONE AND REPORTED TO THE PARISH ENGINEER.	ACTION
1	Flooding at junction of Margery Lane with Churchfield Rd. Removal of kerb on Churchfield Rd and TPC arrange a ditch in adjacent field similar to White Horse Lane.	Ditch clearance ordered Gully cleansing ordered H/W investigating Solution
2	Grass Warren – Broken post and rail fence – reported to EHC	H/W looking into ownership
3	Bridge Reflectors in Churchfield Road – White lining & chevrons to be repainted & reflective discs/paint on bridge	H/W Noted
4	Kerbing – Two loose kerb stones on drive opposite Tewin Stores	H/W noted
5	Signs Heavy Vehicles signs on Hertford Rd	Grant Awaiting date
6	Line Markings – Most done some missed such as School Lane	
7	Flooding - outside 12/14 Hertford Road.	
8	Plume of Feather – Ownership of road around the green	H/W looking into

Please be aware that Highways have a very limited budget and have to prioritise all work.