

## **TEWIN PARISH COUNCIL**

**Minutes of the Parish Council meeting held on Monday 2nd June 2008 in Tewin Memorial Hall at 7.45pm**

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

In attendance: Mrs C.McFarlane (Clerk), and 3 members of the public.

**16. APOLOGIES FOR ABSENCE** were received from Cllrs D.Howson, John Sheridan and East Herts District Cllrs L.Haysey and M.McMullen.

### **PARISHIONERS' COMMENTS**

David Gregg and Linda Crawford came to liaise with the Parish Council about details of the Classic Car Show on Upper Green on 31.8.08 from 11 until 4pm. The Council asked that a reserve plan be put together for wet weather, parking details be provided and the Clerk check all insurance details and necessary permissions and report to the next meeting.

David Gregg wished to state that he had no objection to the planning application for Southleigh, Hertford Road.

Mrs Newton came to the meeting to answer any questions the Council might have on the planning application for Southleigh, Hertford Road.

**17. MINUTES OF THE PREVIOUS MEETING** held 12<sup>th</sup> May 2008 were amended, agreed and signed by the Chairman.

### **18. MATTERS ARISING FROM THE MINUTES**

Cllr S.Stott requested that the Parish Plan be put on the agenda for the next meeting.

### **19. FINANCE**

**Accounts for Payment** - In accordance with the Council's Financial Regulations the schedule of payments amounting to £2,555.37 was approved by the Council.

**Newsletter** – The cost of photocopying the newsletter was £72.

**Parish Plan** – The cost of photocopying the Action plan was £96.

**Accounts For Financial Year Ending 31.3.08**– In accordance with the Council's Financial Regulations the Council resolved 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 30<sup>th</sup> May until the 27<sup>th</sup> June 2008.

**Internal Audit** – Mr P.Marshall, an independent auditor, has agreed to complete the internal audit for the Parish Council again for the nominal sum of £100 plus vat.

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

### **Financial Risk Assessment including review of the effectiveness of the Internal Audit for the year ending 31.3.2008**

Cllrs Bryan Evans and Doreen Lloyd completed this on 8.5.08 and satisfactory clarification was obtained on various points.

The Parish Council agreed to sign the Financial Risk Assessment, including the review of the effectiveness of the Internal Audit for the year ending 31.3.2008, and circulate it amongst Councillors.

**Donation Towards Opening Café in Village Shop** – The Parish Council agreed that they would like to see more detailed costings on the proposal before making a decision.

### **20. PLANNING**

**Declaration of Interest** - Cllr A.Hill declared a personal interest in 3/08/0786/FP/SD as he is a neighbour.

### **Planning Applications Received**

**3/08/0786/FP/SD** – Southleigh, 13 Hertford Road, Tewin – Two storey rear extension & bay window to rear – TPC No Obj

**3/08/0789/FP/MC** – 4 Bishops Road, Tewin – Two storey side and rear extension, single storey rear extension with first floor balcony & alterations to fenestrations - TPC has been unofficially advised by email from the house owners that this application has been withdrawn and therefore TPC agreed to object as a formality rather than discuss it further.

**Enforcement Issues** – Nothing to report.

**Removal of BT Phone Box** – Adverts have been placed around the village but the Clerk has received no responses. The Clerk was asked to research possible retention of the phone box itself (as a feature, within the Conservation area) before the deadline of 27<sup>th</sup> June 2008.

**Seven Acres Development** – The Parish Council reviewed a draft proposal for an alternative access and expects to comment on an official planning application in due course.

## **21. RISK MANAGEMENT**

**2008/9 Risk Assessment** – The Council completed this on 18.4.08 and 6.5.08.

Mr Yates has quoted £209.05 for various works around the parish and the Council agreed to accept his quote.

The Council has asked users of the pavilion to clear the corridor outside the electricity cupboard, the water tank cupboard and the area behind the pavilion. The Cricket Club has responded and the Parish Council agreed: -

- The hose and the white tarpaulin should be stored in the shed for safety reasons
- The sightscreens, roller, wheel brush and seed spreader can be stored outside
- The corridors must be cleared and kept clear
- The Council will inspect the Pavilion before the next meeting on 7<sup>th</sup> July
- The Council has no objection to a new dishwasher being installed by a professionally qualified plumber

**Pavilion Refurbishment** – The Parish Council agreed to Cllr B.Evans and the Clerk producing a report detailing a proposal for a project to replace the Sports Pavilion on Upper Green, which could be circulated to all Councillors and discussed at the next meeting.

**War Memorial Restoration** – Mike Kersey, Church Warden is in the process of getting some quotes and grant forms.

**Additional Notice Board Outside Shop** – The Shop committee is expected to discuss this at their next meeting.

## **22.HIGHWAYS & TRANSPORTATION**

**Flashing Sign & Footpath** – Highways advised the Council that a feasibility study would be needed to ensure that both the flashing speed sign and the pathway proposals are feasible and this will cost the Parish Council £5000.

The Council agreed to speak to Highways and Herts County Councillor Bryan Hammond further.

### **Complaints about Potentially Dangerous Modification to Property Boundaries adjacent to the Orchard Road –**

**48 Orchard Road** – Complaints have been forwarded to Highways Department.

**31 Orchard Road** – The Parish Council agreed to send a letter stating that whilst the Council appreciate they are trying to protect their boundary the Council feel the posts are hazardous to passing traffic and would like them to consider removing the posts and finding another method of preventing erosion of their bank.

### **23. LOWER GREEN, UPPER GREEN & PAVILION**

**Playground Weekly Inspections** – No incidents to report.

**Pavilion Meter Tokens** - Cllr Steve Stott obtained 20 new tokens.

**Benches on Lower Green** – These have been installed.

**Replacement Football Nets** – Cllr K St Pier agreed to purchase a replacement pair of nets at an approximate cost of £60 per pair and Cllr A Hill agreed to install them.

**Stevenage Youth Football Club** – Andy Cork, Manager has asked the Parish Council to consider letting them use Upper Green for approx three matches per weekend during the football season for U13 and U11 teams. They are confident that parking will be no more than the cricket club's. They will use their own equipment and will repaint any rooms if necessary. They are happy to liaise with the cricket club about the start and end of the season.

The Parish Council agreed in principle, subject to Datchworth Veterans being agreeable, receiving a copy of their public liability insurance, a £50 deposit, a review of the situation after one year and if they are willing to advertise their club at Tewin Cowper School and to encourage participation from within the Parish. The Clerk to report back at the next meeting.

**Helicopter Noise** – Cllr A.Hill met with the aerodrome manager who suggested that parishioners note a description of the helicopter (colour, any numbers), exact time, date, location and if possible a photo. These details could then be forwarded to the Clerk who will pass them on and the Manager will be able to warn his pilots, as they are not supposed to fly over Tewin. The Council agreed to send a letter of thanks to the manager.

### **24. CORRESPONDENCE**

**Mr & Mrs Bowen re Planning Ref 3/08/0713/FP/SD** – The Parish Council confirmed there is no appeal procedure for Parish Council comments on planning applications.

**Borehole** – Nothing to report at the moment.

**Wind Turbines at Benington** – The application has been sent to East Herts Council.

**Regional Spatial Strategy consultation on Gypsy & Traveller Accommodation** – The Parish Council had no comments to pass on.

**EHC LDF Briefing Session** on 25<sup>th</sup> June in Bishop Stortford at 7pm.

**Annual Playground Inspection** – The Council agreed to accept EHC offer of a playground inspection at a cost of £47.99 (excluding vat). The inspection is likely to take place during July.

**Affordable Housing for Local Needs** – Cllr K St Pier agreed to put together a response to Sally Smallwood on this topic.

### **25. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES**

**Tewin Charities Trustees** – Nothing to report.

**Tewin Memorial Hall** – Nothing to report.

**Parish Paths Partnership (P3)** – Nothing to report

**Transport** – Nothing to report.

**Tewin Society** – Nothing to report

**Tewin Website** – Nothing to report.

**Locality Policing** – Nothing to report.

**Tewin Stores** – Nothing to report

### **26. DATE OF NEXT MEETING**

The next meeting is on Monday 7<sup>th</sup> July 2008 at 7.45pm in the Memorial Hall.

As there was no further business the meeting was closed at 11.10pm.

## **APPENDIX 1 – HIGHWAYS AND TRANSPORTATION MATTERS May 08**

Fault line: 01438 737321

District Team: 01992 526900

Assistant District Manager: Raj Goutham

Assistant Engineer: Ian Bishop

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

| Ref: | WORK IDENTIFIED AS NEEDING TO BE DONE AND REPORTED TO THE PARISH ENGINEER.  | ACTION                  |
|------|---|-------------------------|
| 1    | <b>Flooding</b> at junction of Margery Lane with Churchfield Rd.  | Ditch to be made bigger |
| 2    | <b>Grass Warren – Broken</b> birdsmouth fence – reported to EHC<br>H/W own but not a priority as not dangerous            | H/W noted               |
| 3    | <b>Bridge Reflectors</b> in Churchfield Road – White lining & chevrons to be repainted & reflective discs/paint on bridge | H/W Noted               |
| 4    | <b>Kerbing</b> – Two loose kerb stones on drive opposite Tewin Stores   | H/W noted               |
| 5    | <b>Line Markings</b> – Most done some missed such as School Lane  |                         |
| 6    | <b>Flooding</b> - outside 12/14 Hertford Road.  |                         |
| 7    | <b>Plume of Feathers</b> – Ownership of road around the green   | H/W investigating       |

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