

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 2nd February 2009 in Tewin Memorial Hall at 7.45pm

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

In attendance: Mrs C.McFarlane (Clerk) and one parishioner.

108. APOLOGIES FOR ABSENCE were received from East Herts District Cllrs L.Haysey and M.McMullen.

109. MINUTES OF THE PREVIOUS MEETING held 1st December 2008 were agreed and signed by the Chairman.

110. MATTERS ARISING FROM THE MINUTES

Nothing to report

111. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments amounting to £4528.85 was approved by the Council.

Internal Audit – This has been arranged for Friday 6th February 2009

New Internal Auditor- The Clerk is awaiting a reply from Helen McCash, a Watton at Stone Parish Councillor, who may be willing to undertake the annual internal audit.

Budget – Income and expenditure is within the budget at present and it is expected that there will be a small surplus at the year end.

Tennis Court Resurfacing - The tennis club will be resurfacing its courts this spring and have requested the parish council pay the total resurfacing cost upon the receipt of a donation from the tennis club. The Parish Council agreed to this.

112. PLANNING

Applications received and opinions given at meeting on 19.1.09 at Pavilion, Upper Green. Attended by K.Lawson, K St Pier, A.Hill, S.Stott, J.Sheridan and the Clerk and one parishioner.

3/08/2087/FP/LP – 56 Upper Green, Tewin - Replacement two storey side extensions and a single storey rear extension - TPC NO Obj

3/08/2088/FP/LP - 49 Upper Green Road, Tewin - Two storey side extension and single storey rear extensions – TPC No Obj

Applications received

Cllr A.Hill declared a personal interest in the next two items as he is a neighbour.

3/08/2148/FP/HS74 Upper Green Road, Tewin - New dwelling – TPC No Obj

3/09/0035/FP/MC – Ladywalk, Queen Hoo Lane, Tewin – Rebuild – TPC No Obj

3/08/1895/FP/SD - Muspatts Farm, Churchfield Rd, Tewin - New windows, doors and balcony to rear elevation over existing bay window – TPC No Obj

3/08/2035/FP/SD - Tewinbury Nature Reserve - Replacement bird hide – TPC No Obj

3/08/2138/FP/MC - 39 Orchard Road, Tewin - Part Single storey, part two storey extensions to side elevations – TPC No Obj

3/08/2110/FP/SD Brockwood, 47 Burnham Green Road – Two storey rear extension, single storey rear extension, new roof and dormer windows to house and garage, conversion of garage roof space and conversion of house roof space - TPC Obj to excessive height and cumulative effect of proposal.

Planning Responses Received from EHC

3/08/1848/FP/HS – 74 Upper Green Road, Tewin – Proposed New Dwelling – TPC No Obj – EHC Refused due to cramped form of development

3/08/1691/FP/SD – 5 Bishops Road, Tewin – Two storey front extension, garage conversion into habitable room. Single storey rear extension. New basement to create swimming pool/gym & plant room. TPC No Obj – EHC Refused due to cumulative effect of proposed extensions

3/08/1679/FP – Land Adj to 22 Hertford Road, Tewin – Erection of four bed roomed house with 2 car parking spaces – TPC Obj due to many inaccuracies on the plans re measurements e.g. Item 1.2 in the Design & Access Statement, the width of the site (27m) is inconsistent in relation to the scale on the plan which shows 13m. The driveway appears to be over 6m wide whereas the condition of approval for planning application 3/07/1630 is 5m. The building is too close to the boundary. There are queries about parking in relation to the right of way, excessive size of the proposed dwelling, cars illustrated on the plans appear to be only small models and not realistic family cars, there is no overflow parking in Hertford Road – EHC Granted

The Parish Council agreed to write to EHC requesting an explanation and clarification of the plans.

3/08/2088/FP – 49 Upper Green Road, Tewin – Two storey side and single storey rear extensions – TPC No Obj - EHC Granted

3/08/2087/FP – 56 Upper Green Tewin – Replacement two storey side extensions and single storey rear extension – TPC No Obj – EHC Granted

Enforcement Issues – Nothing to report

113. MODEL PUBLICATION SCHEME (as required by Freedom of Information Act)

Every public authority that is subject to the obligations in the Freedom of Information Act 2000 (the 2000 Act) is required to adopt and maintain a publication scheme.

A publication scheme is a commitment to routinely and proactively provide information to the public and produce and publish a method by which the specific information will be available so that it can easily be identified and accessed by the public.

The scheme is operational from 1st January 2009.

Cllr A.Hill proposed and Cllr K St Pier seconded the proposal to adopt the model publication scheme
The Parish Council unanimously agreed to this.

The Parish Council agreed to circulate the Guide to Information under the Model Publication Scheme.

The Parish Council agreed to publish the Model Publication Scheme and the Guide to Information on the website upon completion.

114. PAVILION REFURBISHMENT

Both the Cricket and Tennis Club are willing to support a refurbishment of the Pavilion.

Outline plans of the proposed refurbishment have been drawn up by an architect and a guideline quote for the works has been obtained.

The EHC Building Inspector for the area advised the Council that he had no objections to the proposal

A meeting has been arranged to show the Tennis and Cricket Club the plans on 9th Feb in order to get feedback. A further meeting with the football teams will also be arranged.

Application forms for funding have been obtained and will be completed over the course of the next month

A village meeting will be held in due course.

Architect Fees – Cllr A.Hill proposed and Cllr K St Pier seconded the proposal to pay the invoice of £156 for drawing up the outline plans for the refurbishment proposal. The Parish Council unanimously agreed to this.

115. HIGHWAYS & TRANSPORTATION

Flashing Sign & Footpath – Oliver Heald MP has sent a reply from the Police Authority which states that they are unable to assist us.

A letter has been sent to Mr Vince Gilbert, Head of Hertfordshire Highways, raising the Parish Council's concerns about the danger to pedestrians attempting to walk to and from the new Seven Acres development to the centre of the village (school, shop, pub, etc) and those coming from the village to the playground and sports facilities at Upper Green.

The Parish Council has asked for a meeting to discuss this issue further. The letter was also copied to Theresa Casbard, Head of Road Safety HCC, John Wood, Director of Environment HCC, Stuart Pile, Executive Member for Highways, Transport & Rural Affairs, Kevin Steptoe, Head of Planning & Building Control, EHC

Signs – Replacement of street signs for Cannons Meadow, School Lane and Bramfield Road is scheduled over the next 6-8 weeks.

TEWIN village signs – Damage has been reported to Highways and the one on Hertford Road has since been replaced.

Resurfacing – Hertfordshire Highways has advised the Parish Council that they have put the stretch of road from Lower Green through to the junction of Burnham Green Road on their list for patching repair. If all goes well then some results may be seen by March. The Council agreed to postpone a site visit with Highways representatives until April.

116. RISK ASSESSMENT

Pavilion: Fixed Wire Electrical Testing – This has been completed and four items need urgent attention. Mill Green Electrical has been asked to quote to rectify these faults.

Pavilion Leak – A leak occurred under the kitchen sink and has now been fixed.

Upper Green Football Pitch - The two football clubs are in the process of trying to arrange to meet the Cricket Club grounds man regarding the state of the pitch. The Clerk requested that they inform the Parish Council of their course of action regarding upkeep of the pitch.

Playground Weekly Inspections – No incidents to report. Both gates have now been repaired.

100 Year Wood - David Laming has volunteered to be the steward for this wood for the Tewin Society. He has met with a Conservation Officer of the Herts and Middx Wildlife Trust regarding a management plan and now has some ideas regarding its maintenance and enhancement for wildlife and the community. Cllr K St Pier advised him that the Parish Council owns the land. The Parish Council agreed that hedge laying would be acceptable and that some nesting boxes could be introduced on the taller trees at the side of the wood. Cllr St Pier would liaise with David Laming following the meeting.

117. ADOPTION OF BT PHONE BOX.

Nothing to report. BT has advised the Council that the adoption procedure may take some time. The Council agreed to ask BT if they would re-paint the telephone kiosk whilst it is still in use.

118. ALLOTMENTS

Cllr J.Sheridan declared a personal interest in the next item as he is Chairman of the Tewin Allotment Association.

The Tewin Allotment Association (TAA) has asked the Parish Council to agree to lease some additional land in order to provide 6 new half plots to meet the current waiting list of 10 people. The additional land has already been agreed in principle with the landowner and the cost would be pro-rata to the existing arrangements and the Parish Council would increase their subsidy on a pro-rata basis.

TAA have stated that they would meet all material costs and labour to enclose the new land and also the clearing of the ground to enable cultivation.

The lease on the existing allotments is due to expire in April 2010 and the TAA request TPC to open negotiations with the Landowner's Agent to secure a minimum new term of 5 years.

The Parish Council agreed that the Clerk should contact the Landowner requesting to extend the lease for a further five years and indicating that TAA has requested additional land, as previously discussed in February 2008.

119. CHRISTMAS TREE ARRANGEMENTS

The event was a great success and the final accounts have been settled.

PAT Test – Mr David Compton, Mill Green Electrical kindly completed the PAT test and the Council agreed to send him a letter of thanks.

120. CORRESPONDENCE

Grass Warren Bollards – Riversmead has advised that these will be replaced in due course.

Dog Fouling Complaints in Grass Warren – The Parish Council agreed to publish East Herts Council Dog Warden's advice in the Parish News. Parishioners are advised to ascertain who is not cleaning up after their dog/s and provide descriptions of the dog. This information can be forwarded to the Dog Warden who will then take appropriate action. .

Nominations for Civic Awards – The Council agreed to circulate this letter

Re-instatement of Wheel Ruts outside 7-9 Lower Green – Cllr K St Pier has patched up the wheel rut and cleared the mud out of the gutter and Cllr J.Sheridan has sown the area with grass seed.

Service Road to Substation off Godfries Close –Potholes have been reported to EDF

Planning Condition on the Playground - As per the planning condition we have mown the margins accordingly and this year "the whole site needs to be surveyed to determine its ecological status and plant biodiversity". The HCC Ecology Officer has put Upper Green on the list for a botanical survey by volunteers which is likely to be done in late April early May.

Interparish Conference – Monday 16th March 2009 at Aston Village Hall, New Park Lane, Aston at 7.30pm for 8pm..

Maypole – The Friends of Tewin would like permission to put the Maypole up on Lower Green on 1st May for the children from Tewin Cowper School to use. The Parish Council agreed to this subject to confirmation about how it would be secured.

121. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

Tewin Charities Trustees – Nothing to report

Tewin Memorial Hall – Clerk requested to follow up the request for a sign to the Scout Hut. It is a requirement of the insurance that emergency services can find the building.

Parish Paths Partnership (P3) – Accounts for 07/08 and estimates for next year completed.

Transport – Nothing to report

Tewin Society – Nothing to Report

Tewin Website – The Community Police contact phone number has changed and this needs to be updated on the website.

Locality Policing – Cllr D.Lloyd attended a meeting on 21st January and asked for the new phone number 01992-533671 and opening hours of the counter at Hertford police Station to be displayed on the Parish Council notice board.

Tewin Stores – A new manager has been appointed and the shop is performing ahead of the business plan. The AGM was held on Saturday 24th January.

Pavilion Representative – Nothing to report

Parish Plan – The Further Analysis Group met on 29.1.09. Cllr J.Sheridan distributed monthly parking problem sheets so that any parking problems can be put on an ongoing logbook.

122. DATE OF NEXT MEETING

The next meeting is on Monday 2nd March 2009 at 7.45pm in the Memorial Hall.

As there was no further business the meeting was closed at 10.30pm.

APPENDIX 1 – HIGHWAYS AND TRANSPORTATION MATTERS January 09

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)

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

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.	Ditch to be made bigger
2	Grass Warren – Broken birdsmouth fence – reported to EHC H/W own but not a priority as not dangerous	H/W noted
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	Line Markings – Most done some missed such as School Lane	
6	Flooding - outside 12/14 Hertford Road.	
7	Signs – i) Village Hall/Scout Hut Sign ii) Tewin Please Drive Carefully	H/W has put on their list.
8	Resurfacing of Lower Green, Upper Green Road, Upper Green and Orchard Road	H/W looking into