

TEWIN PARISH COUNCIL

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

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

In attendance: Mrs C.McFarlane (Clerk) and 2 parishioners and PCSO Karen Broad.

123. APOLOGIES FOR ABSENCE were received from Cllr K St Pier, Cllr B.Evans and East Herts District Cllrs L.Haysey and M.McMullen.

PARISHIONERS COMMENTS

Jo Grant arranged a Fun Run in Tewin last May in aid of St John's C of E School in Digswell. She is organising another one for 17th May 2009 at 3pm and wished to advise the Parish Council of the route and obtain permission to start on Lower Green. The Council suggested she approach the Rose & Crown about parking and to notify the landowner of the event as well. The Clerk will forward the landowner's contact details.

Karen Broad, PCSO attended the meeting as she is relatively new to the area and regularly walks though the village. She advised a new contact number of 01707-354192. There has been one reported burglary in Burnham Green. Cllr D.Lloyd advised of a burnt out car near on the Warrengate 'plotlands'.

Eleanor Lohr is the Fundraiser for the Tewin Stores Association Ltd and asked the Parish Council to consider a grant to the shop towards creating disabled access to the courtyard of the shop. They currently have grant of £1000 towards this leaving a shortfall of £1568. In view of the Parish Council's request for more detailed costing and financial information (refer minutes June 2008) Eleanor advised that the 2007/8 accounts are currently being audited and until this is completed and the shareholders advised they cannot provide full financial details in writing. The shop is currently trading in line with the forecast on the business plan.

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

125. MATTERS ARISING FROM THE MINUTES

May Pole – This is freestanding.

126. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments amounting to £1397.96 was approved by the Council.

Allotment Association – The Parish Council has received the annual rental £225.

Vat Refund – A total of £1226.90 has been received.

National Savings Account – The annual interest amount has been requested.

Quarterly Internal Audit Report by Councillors B.Evans and D.Lloyd – In accordance with the Accounts and Audit Regulations 2003 this was completed on 26th February and everything was in order. The previous internal audit on 7.11.08 had not been minuted and the Council agreed to minute it.

Annual Internal Audit – Helen McCash has agreed to be the new annual internal auditor.

In view of this new appointment and in accordance with the amendments to the Accounts and Audit Regulations (SI 2006 No 564) a review of the effectiveness of the Internal Audit for the year 2008/9 was completed. Cllrs B.Evans and D.Lloyd assessed Scope for Internal Audit, Independence of Internal Auditor, Competence of Internal Auditor, Relationship and Audit Planning and agreed that all these requirements were met.

Cllr S.Stott declared a personal interest in the next item as he is a Committee member.

Tewin Stores Grant – Cllr D.Howson proposed and J.Sheridan seconded the proposal that £1000 be paid to Tewin Stores towards the disabled access and a further £568 be paid in the next financial year. This agreed unanimously.

127. PLANNING

Applications received - None

Planning Responses Received from EHC

3/08/2035/FP – Tewinbury Nature Reserve – Replacement Hide – TPC No Obj - EHC Granted

3/08/2148/FP – 74 Upper Green Road – Proposed new dwelling – TPC No Obj
EHC Granted

3/08/1679/FP – Land Adj to 22 Hertford Road, Tewin – Erection of four bed roomed house with 2 car parking spaces – TPC Obj – EHC Granted

The Parish Council sent a letter asking for an explanation and clarification of how East Herts Council granted permission for this proposal based on plans which had many inaccuracies.

EHC has advised that they will respond within 15 days from receipt of letter on 25.2.09.

Enforcement Issues – Nothing to report

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

In accordance with the Freedom of Information Act 2000 (the 2000 Act) the Parish Council agreed to accept the Tewin Parish Council Guide to Information, under the Model Publication Scheme.

The Parish Council also agreed to publish the Guide to Information on the website, to minute when it was available on the website and put a notice on the notice board.

129. PAVILION REFURBISHMENT

Meetings with the Tewin Cricket Club and Tewin Tennis Club to show them the provisional plans raised a variety of concerns most of which can be resolved. The representatives agreed to speak to their Committees and expected to be supportive of this proposal

A quote to enlarge and renew the surfacing of the car park and to extend the pathway down to the Pavilion has been obtained. A separate quote for the changing room extension will be obtained with a view to making an Awards for All application.

A meeting has been held with Friends of Tewin who agreed to apply for a grant from Biffaward with the assistance of the Clerk. The Expression of Interest to Biffaward has been rejected but they have encouraged a re-submission with extra information on projects costs and start date.

An application to Lafarge is being checked this week and will be submitted before 1.4.09.

The Council agreed to get a quote from an architect before the next meeting.

Meetings with the football teams, residents and a village meeting will be arranged in due course.

130. HIGHWAYS & TRANSPORTATION

Flashing Sign & Footpath – A response to the letter sent to Vince Gilbert, Head of Highways has been received from Raj Goutam who states that monies will be allocated under the Sevenacres Section 106 agreement towards Highways improvements in the area. The Section 106 agreement is currently under negotiation and could take some time.

The Council agreed to arrange to meet with Highways to view the length of Upper Green Road where a safe walkway is considered essential.

Signs – A request has been made to Highways for a sign on Lower Green to the Memorial Hall and Scout Hut.

Signs – The Cannons Meadow, School Lane and Bramfield Road street naming signs have been replaced.

Lower Green Upper Green, Orchard Road Patching - Highways arranged for extensive patching repairs along Lower Green, Upper Green and Orchard Road on 23rd February 2009. Additional works will then be programmed at a later date when the budget and works programme allow.

The Clerk thanked Highways but queried why the patching stopped at 57 Orchard Road. Highways agreed to inspect the road later in the month to ascertain the reason why.

Back Lane Patching - In Ivor William's absence Vaughan Williams used planings supplied by Tom Goldsmith, Countryside Access Officer, Rights of Way Service, Hertfordshire County Council to fill in the

potholes along Back Lane. Tom agreed to progress the more permanent solution i.e. asking all users to contribute towards a permanent surface.

Grass Warren Bollards – These have been reinstated by the contractor employed by Riversmead following building works on neighbouring houses.

131. RISK ASSESSMENT

Pavilion: Fixed Wire Electrical Testing – A quote has been obtained but amendments are needed and another quote will be obtained.

Upper Green Football Pitch – The Parish Council agreed to set up a handover meeting for the end of the season at the beginning of April. There has been no correspondence received about the football club's meeting with the groundsman regarding the state of the pitch.

Playground Weekly Inspections – No incidents to report.

Grass Cutting – The Clerk and S.Kirkham, Kirkham Contracting met with Roy Clark, Contract Compliance Officer, Environmental Services, East Herts Council on 27.2.09 to confirm the areas Kirkham Contracting cut on behalf of East Herts Council. He agreed to send the Parish Council copies of his computerised maps.

132. 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.

133. ALLOTMENTS

The land owner advised the Parish Council that he is happy in principle to let the extra land on a pro-rata basis and advised the Clerk to liaise with the Land Agent. A response from the Land Agent has not been received yet.

134. PARISH PLAN

Cllr J.Sheridan distributed a paper on the topic and the Parish Council agreed to defer the decision on whether to form a Parish Plan Housing Group to the next meeting when it is hoped that a full Council would be present.

135. CORRESPONDENCE

HMWT has asked permission from the Parish Council to do a wildlife survey on Upper Green. Clarification of the map has been requested.

Interparish Conference – Monday March 16th 2009 at Aston Village Hall, New Park Lane, Aston at 7.30 for 8pm. The format will be Parish Councils sitting round exchanging views, problems and methods of good practice. Each Council will get 6 minutes to give their views on 3 topics (Parish Plans, Rural Housing and one of their own choice). After all have spoken there will be general discussion through the Chair. Cllr K.Lawson may be able to attend.

Rural Parish Conference is on 27th May 2009 at Standon & Puckeridge Community Centre. Cllr D.Lloyd and J.Sheridan agreed to attend.

Mr Hollingsworth has asked the Parish Council whether they are proposing to solve the problem with parking on the verges at Upper Green and the consequential damage. The Council agreed to reply that they are not minded to do anything at present.

136. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

Tewin Charities Trustees – Nothing to report

Tewin Memorial Hall – An enquiry about the progress of the sign on Lower Green was requested.

Parish Paths Partnership (P3) – Next year's estimates and last years report have been sent. There has been a re-arrangement of Parishes and Projects Officers. Tewin's Project Officer has been changed to Sue Jarczewski, who is currently on Maternity Leave until April and Angela Forster is temporarily covering.

Transport – Nothing to report

Tewin Society – There have been complaints about the state of the Tewin Garage site. The Clerk reported that Cllr K St Pier Keith explained that East Herts would be unlikely to take action unless the problem worsened significantly, and Michael McMullen confirmed this. Tewin Society currently have no volunteers for the vacant posts on the committee, so after the AGM in March, it could close down, but allow work on the Tewin book to be finished.

Tewin Website – Cllr D.Lloyd attended a meeting on 19.2.09

Locality Policing – Nothing to report

Tewin Stores – See Paragraph 126 Finance above.

Pavilion Representative – Nothing to report

Parish Plan – The Parish Plan Analysis group has met and they have undertaken some IT analysis and others are looking at the parking issues in the parish.

137. DATE OF NEXT MEETING

The Next Meeting is on Monday 6th April 2009 in the Memorial Hall and will begin with the Annual Parish Meeting at 7.30pm followed by the usual Parish Council Meeting.
As there was no further business the meeting was closed at 10.30pm.

APPENDIX 1 – HIGHWAYS AND TRANSPORTATION MATTERS February 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	On list.
8	Resurfacing of Lower Green, Upper Green Road, Upper Green and Orchard Road	Done Orchard Rd being looked into