

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 1st February 2010 in Tewin Memorial Hall at 7.45pm

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

In attendance: Mrs C.McFarlane (Clerk) and East Herts District Councillor M .McMullen and three parishioners.

100. APOLOGIES FOR ABSENCE were received from East Herts District Councillor L.Haysey.

PARISHIONERS' COMMENTS

Mr J.Tipper asked whether 100 Year Wood was being looked after and if it needed thinning out. The Council agreed to look into it.

Mr E.Fishwick attended to ask whether any Councillors attended the Local Development Framework (LDF) workshops. The Council advised that they had been to various events where it has been mentioned but nothing specifically about the LDF.

Mr Fishwick also asked whether the Council was able to outline their response to the Call for Sites. The Council explained that they are waiting for the consultation document and when that is out they will be able to put together an appropriate response.

Mr Fishwick asked if the Council had responded to the Draft Scoping Sustainability Appraisal Report where Tewin will be included in the, so called, A1 corridor. The Council had not and agreed to look at it immediately.

101. MINUTES OF THE PREVIOUS MEETING held 7th December 2009 were amended, agreed and signed by the Chairman.

102. NO MATTERS ARISING FROM THE MINUTES

Erosion of Southern Point of Lower Green – The Council agreed to get an outline quote for putting cobbles down and then review the situation at the Risk Assessment in April.

Playground Nets – The Council agreed unanimously to request permission from East Herts Council for leaving them up permanently.

103. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments amounting to £7922.78 was approved by the Council.

Internal Audit - Cllr B. Evans and D. Lloyd completed the internal audit on Thursday 21st January 2010. Everything was found to be in order. Receipts for the donation to Royal British Legion and the subscription to HMWT were requested. They noted that the Fidelity guarantee has to be increased to cover any funds received in relation to the Pavilion refurbishment.

Expenditure versus the budget – A report was circulated. In the budget for this financial year the Council agreed a precept that would result in a deficit of £2062 which was to be taken from reserves. When the Estimate to the year end was completed in November the deficit expected reduced to £1515. As at 1st February the Council now expect a surplus of £433.15. This is mainly because £880 of the Contingency fund has not been spent and FOT and THAC's have donated £270 towards the kiosk refurbishment.

However there will be a shortfall in cashflow of £355.85 because the Clerk's April salary has to be paid out before the first instalment of the precept is paid to the Council at the end of April.

Transfer from National Savings Account to Current Account – Cllr S. Stott proposed that £1000 is transferred from the National Savings account to the Current Account and Cllr J. Sheridan seconded the proposal. The Council agreed unanimously.

Clerk Salary – The budget limit has been reached on the Clerks salary for the Pavilion refurbishment. Cllr J. Sheridan proposed that the Clerk be paid 6 hours a week for a further two months (March and April) and Cllr D. Lloyd seconded. The Council agreed unanimously.

104. PLANNING

Planning Applications received

3/09/1922/FP – 2a Purcell Close, Tewin – Alterations and extensions to dwelling - TPC No Obj
3/09/1942/FP - 2 East Riding, Tewin - First floor side extension – TPC No Obj
3/09/1990/LB - Poplars Green Bridge - Rebuilding the parapets – TPC No Obj
3/09/2031/FP - 39 Orchard Road, Tewin - Demolition and rebuild of detached workshop/garage & new second detached workshop/garage – TPC No Obj
3/09/2074/FP - 2 Upper Green, Tewin – Proposed entrance gates – TPC No Obj
3/10/0130/FP – Tewinbury Farm, Tewin – Retention of 4 umbrellas outside restaurant, 3 umbrellas outside stable blocks and pergola adjacent to River Mimram – TPC No Obj

Planning Responses from EHC

3/09/1564/FP – Robins, Tewin Close, - Construction of Replacement Dwelling – TPC No Obj – EHC Refused
3/09/1729/FP – Bansang, Queen Hoo Lane, Tewin – Construction of 2 storey extension, conservatory with balconies above including new slate roof, amendment to scheme approved under ref 3/09/1181/FP to include an increase in height of vestibule and pitched roof – TPC No Obj – EHC Granted
3/09/1671/FP – Halcyon, Margery Lane, Tewin – Renewal of 3/04/2214/FN – Replacement dwelling – TPC No objection – EHC Granted
3/09/1407/FP – Tewin Bury Farm, Hertford Road, Tewin - Retention of existing marquee, gazebo and umbrellas and use of existing car park in association with marquee – TPC No Obj – Application withdrawn
3/09/1606/FP – Tewin Lodge, Tewin – Single storey front extension – TPC No Obj – EHC Refused
3/09/1839/FP – 74 Upper Green Road, Tewin – Proposed new dwelling (amended design to 3/08/1848/FP) – TPC No Obj – EHC Granted

Certificates of Lawfulness – Tewinbury Farm Hotel has submitted three Certificates of Lawfulness covering the two sets of large umbrellas and the wooden pergola. Now superseded by current planning application.

Enforcement Issues

Bansang, Queen Hoo Lane – Development of the swimming pool and all associated structures appears to be permitted development in accordance with the application 3/09/0698/CL. This file is now closed.

2 Upper Green, Tewin – Building is in line with planning permissions and certificates of lawfulness. The file is now closed.

Planning Applications – The Council agreed to respond to the informative emails written by Cllr K St Pier about each planning application and if there is a sufficient body of opinion against a proposal to put together a more detailed draft response focusing on the local issues for the Parish Council meeting.
The Clerk to ascertain whether EHC make plans available by email.

Response to East Herts Call for Sites Consultation – A briefing paper has been circulated and Councillors agreed to consider it in readiness for the consultation expected later in the year.

105. Public Works Loan Board

RESOLVED that Tewin Parish Council make an application for a borrowing approval for £80,000 from Public Works Loan Board to refurbish the Pavilion.

In accordance with the Pavilion Refurbishment Options Report discussed at the Parish Council meeting on 5.10.09 where Option 3 was agreed unanimously, the loan will be at a fixed rate, for 20 years and on an annuity basis so that repayments are equal throughout the term of the loan.

As agreed at the Parish Council meeting on 7.12.09 Option C of the Precept Options Report was unanimously accepted and a precept request for £24,800 has been submitted to East Herts Council for financial year ending 31.3.2011. The Council agreed unanimously to apply for the loan, proposed by Cllr K. St Pier and seconded by Cllr A. Hill.

106. PAVILION REFURBISHMENT

Planning Application – This was submitted to EHC on 4th January 2010 a response is expected by the beginning of March. If permission is granted quotes from at least 3 builders will be obtained based on the building specification prepared by the architect.

Bank Account – A bank account has been opened in the name of Tewin Parish Council Pavilion and letters sent to all parishioners who had shown an interest in making a donation and users of the Pavilion.

Architect - A quote of £1250 plus VAT has been received for completing Building Regulations, working drawings for builders and building specifications, with the proviso that payment for any calculations necessary for the work (as yet unknown) would be additional. This would bring the total spent on architect's fees to £2500 so far. The Council agreed unanimously to accept this quote.

Builders Contract – Once a quote from a builder has been accepted a standardised contract “JCT” Joint Contract Tribunal for minor works will need to be signed. The Clerk will research this.

Lease - Herts County Council advised the Parish Council that they can let the Pavilion to third parties with the key objective of raising funds to maintain the building and their associated grounds. Any significant element of commerciality would have to be approved by Herts County Council. There must also be no intention of granting exclusive occupation to a third party and non sports function is on a use and occupation basis for a few hours at a time.

VAT – The Clerk has written to HMRC for confirmation that VAT may be reclaimed on the refurbishment project and also asked what the implications are for letting in the future.

Newsletters – Since the last Parish Council meeting some more responses were received bringing the total to 35 comments against the project and 39 for the project.

Contingency Plans – If planning permission is received the Council agreed to write to all users of the Pavilion advising them of the intended start date in order for them to arrange contingency plans.

Clubs – The Clerk has written to the Clubs to update them and asked both the Tennis and Cricket Clubs for their contributions to the project to be submitted to the Parish Council.

107. GRASS CUTTING & HIGHWAYS

Grass Cutting

East Herts Council (“EHC”) has advised that they do not own various pieces of land in Tewin, probably as a result of the land transfer to Riversmead in 2006, and will therefore not reimburse Tewin Parish Council for future grass cutting of the land in question. They have asked the Parish Council to do the grass cutting on plot between bungalows & houses in Grass Warren and land on School lane between the houses. They will reimburse the Parish Council on an annual basis upon presentation of an invoice.

Herts County Council (“HCC”) has advised Tewin Parish Council that there is a possibility that will not be cutting along the B1000 or the visibility splay of Archers Green Road, Hertford Road or Churchfield Rd where they join the B1000. Highways has advised that they would like the Parish Council to continue for a further year on the same basis as last year and will advise the Parish Council of any amendments in readiness for next year.

Highways have confirmed that they do own the School Lane road banks and it can be included under their grass cutting contract.

Riversmead Housing Association has confirmed ownership of most of the East Herts Council sites and that grass cutting is their responsibility. They have agreed to Tewin Parish Council cutting the grass on their behalf and reimbursing the Parish Council on an annual basis upon submission of an invoice.

Parish Council – The Parish Council agreed to take on the twelve cuts on Lower Green at an approximate cost of £270 (2009 prices) as East Herts Council will no longer undertake this.

Highways

Ditch Clearing Outside 33, 35, 37 Upper Green Road – Highways has advised that ditch cleansing is expected to take place before August/September 2010 within the next financial year.

Gritting – For the time being Tewin and adjacent villages will not be included on the gritting schedule.

A request to refill the salt bin opposite Tewin Stores has been made to Highways.

Street Signs – Various damaged signs have been reported.

Potholes - Defects in Upper Green and Orchard Road are included in 'Winter Recovery Programme' which is underway and it is anticipated that these defects will be repaired within the next 7-10 days subject to weather conditions of course.

108. RISK ASSESSMENT

Works Remaining – The Pavilion barge board and one bench on Upper Green are expected to be completed when the weather improves.

Pavilion Electricity Meter – The Council agreed to monitor this.

Notice Board – Cllr K St Pier will in due course put the old Upper Green car park notice board up in the bus shelter opposite the Rose & Crown.

Clearing the Verge along Upper Green Road from Godfries Close to opposite the garage – A preliminary quote has been obtained to clear scrub and trees up to hedge line and side up hedge, grind out any stumps to below surface level including existing large stump on verge between Godfries Close and garage. The Clerk is awaiting a site visit from the East Herts Council Tree Officer.

109. UPPER GREEN & LOWER GREEN

Playground Weekly Inspections – Nothing to report

Playground Gates – Cllr Hill has realigned the fencing and gates but advised that this section fencing needed to be reset. Cllr A.Hill agreed to carry out these works out. The Clerk was asked to source the key for the fence bolts and both red and green touch up paint.

Football Nets – A donation of £30 has been received from STYFC and is another donation is due from Datchworth Veterans Football Clubs towards the new nets. The Clerk will order the new nets.

Back Lane/Veolia Water – The property owners have been contacted and will advise the Council whether they wish to continue to obtain a survey and quote for re-siting the boundary stopcocks as each property owner will need to fill in a form for Veolia.

110. CHRISTMAS TREE & CAROLS ON LOWER GREEN ON 21st DECEMBER

The Parish Council would like to thank Friends of Tewin for all their efforts which resulted in another successful event and a beautiful tree to grace the green.

111. CORRESPONDENCE

Borehole – The Council agreed to send a letter of thanks to Tony Langford for the work he has put in.

112. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

Tewin Charities Trustees – Two meetings have been held towards the end of 2009.

Transport – Cllr K.Lawson attended a consultation meeting on 25.11.09 for the Local Transport Plan and the report has been circulated to the Council via email.

Tewin Society – The final meeting was held in January

Tewin Website – Nothing to report

Locality Policing – Nothing to report

Pavilion Representative – Nothing to report

Parish Paths Partnership – A complaint has been received about the new gate on FP 15.

113. DATE OF NEXT MEETING

The next meeting is on Monday 1st March 2010 in the Memorial Hall at 7.45pm.

As there was no further business the meeting was closed at 10.20pm.

APPENDIX 1 – HIGHWAYS AND TRANSPORTATION MATTERS January 2010

Fault line: 01438 737321

District Team: 01992 526900

Assistant District Manager: Eralp Yucelt

Area Engineer: Vicki Leggett

Veolia/ 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	Bridge Reflectors in Churchfield Road – White lining & chevrons to be repainted & reflective discs/paint on bridge	H/W Noted
2	Kerbing – Two loose kerb stones on drive opposite Tewin Stores	H/W noted
3	Line Markings – Most done some missed such as School Lane	
4	Flooding - outside 12/14 Hertford Road.	
5	Signs – i) Village Hall/Scout Hut Sign	Due before April 2010.
6	Resurfacing - Upper Green Rd, Upper Green and Orchard Road	TO go IWP
7	Footpath – Extra cuts for unofficial footpath outside 33-37 Upper Green Road	Permission not granted
8	Steps - Narrow wooden steps on verge outside 8 School Lane need repairing/replacing as dangerous	Not H/W responsibility

Ditch Clearing – The Council was advised to ring Highways and ask for an emergency clearing of the ditches when the ditches are blocked and flooding is occurring.