

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 12th April 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 and J. Sheridan.

In attendance: Mrs C.McFarlane (Clerk) and four Parishioners.

128. APOLOGIES FOR ABSENCE were received from East Herts District Councillor L.Haysey and M.McMullen

PARISHIONERS COMMENTS

Mr Manners expressed his objections to the proposed development at the rear of 78 Upper Green Road in particular the four first floor windows that will overlook his property and invade their privacy and intrude on their personal living space particularly as the main entrance to the building is at the rear. He also brought a letter of support signed by 60 parishioners who also object to the proposal.

129. MINUTES OF THE PREVIOUS MEETING held 1st March 2010 were agreed and signed by the Chairman.

130. MATTERS ARISING FROM THE MINUTES

Resignation – A letter of resignation has been received and accepted with regret from Cllr Steve Stott.

131. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments amounting to £2399.54 was approved by the Council.

Report on Year End - The accounts and audit form have been completed.

Accounts for the Financial Year Ending 31.3.10 – In accordance with the Council's Financial Regulations the Council RESOLVED unanimously to accept the accounts and they were signed by the Chairman and the Clerk as the Responsible Financial Officer.

Annual Return

The Parish Council unanimously RESOLVED to accept and approve Section 1 Statement of Accounts on the Annual Return for the year ended 31.3.2010.

The Parish Council unanimously RESOLVED to accept and approve Section 2 Annual Governance Statement on the Annual Return for the year ended 31.3.2010. The Parish Council confirmed that it has:

1. Approved the accounts which have been prepared in accordance with the requirements of the Accounts and Audit regulations and proper practices
2. Maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness
3. Taken all reasonable steps to assure ourselves that there are no matters of actual or potential non compliance with laws, regulations and codes of practice which could have a significant financial effect on the ability of the council to conduct its business or its finances
4. Provided proper opportunity during the year for the exercise of electors rights in accordance with the requirements of the Accounts and Audit Regulations
5. Carried out an assessment of the risks facing the Council and taking appropriate steps to manage those risks including the introduction of internal controls and or external insurance cover where required
6. Maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems and carried out a review of its effectiveness.
7. Taken appropriate action on all matters raised in reports from internal and external audit
8. Considered whether any litigation, liabilities or commitments, events of transactions occurring either during or after the year end have a financial impact on the Council and where appropriate have included them in the accounting statements

Newsletter and associated costs – The Parish Council unanimously agreed to send out a newsletter to the entire Parish comprising the Chairman's Annual report and agreed to the associated photocopying and delivery costs.

Review of effectiveness of internal audit – This was completed by Cllr B.Evans and D.Lloyd and was all satisfactory

Review of Financial Risk Assessment – This was completed in October 2009 and reviewed again and everything was satisfactory.

Public Works Loan Board (“PWLB”) – The application has been submitted to the Department for Communities and Local Government (“DCLG”) and will be considered during April so that the Parish Council have a full six months in which to use the loan.

132. PLANNING

Planning Applications received

Cllr A.Hill declared an interest in the next item as he is a neighbour

3/10/0331/FP/HS – Rear of 78 Upper Green Road, Tewin - Erection of Detached House and Garage -

TPC object to this proposal as the four first floor windows in the proposed development will overlook the immediate neighbours at 78 Upper Green Road, whose house is a 300 year old listed building. This will invade their privacy and intrude on their personal living space as they will be overlooked, particularly as the main entrance to the building is at the rear. There seem to be acceptable alternatives as three windows could be re located on alternative elevations and the landing window could be opaque.

The Parish Council fully support the objections of the immediate neighbours, at 78 Upper Green Road and the letter of support signed by 60 parishioners who objected to the proposal.

3/10/0370/FP – 41a Upper Green Road, Tewin – Replacement detached house and garage – TPC No Comment

3/10/0544/LB – 3 Tewin Water House, Tewin – Restoration and replacement of various windows – TPC No comment

3/10/0345/LB – Poplars Green Bridge, Tewin – Various works – TPC No Comment

3/09/2010/FP – Quisty Birches, Tewin Close – Erection of Iron Gates – TPC No Comment

3/10/0415/FP – 16 West Riding, Tewin – Single storey side extension and detached open fronted double garage – TPC No Comment

Planning Responses from EHC

3/10/0131/LB and FP– Tewinbury Farm Hotel, Hertford Road, Tewin - Retention of four large umbrellas outside restaurant, three umbrellas outside stable block and pergola adjacent to River Mimram – EHC Granted

3/10/0148/FP – 39 Upper Green Road, Tewin – Ground Floor rear extension – TPC No Comment - EHC Granted

Certificates of Lawfulness – None to report

Appeals - Tewinbury Farm Hotel has submitted two appeals for the two sets of large umbrellas and the wooden pergola although permission has since been granted by East Herts Council (see above).

Enforcement Issues – Nothing to Report

X/06/2358/02 – Playground, Upper Green Tewin – In response to the Parish Council’s request for netting to remain up all year East Herts Council has invited the Council to make a formal application. The Parish Council unanimously agreed to send the application and the associated fee of £85.

PAVILION REFURBISHMENT

Planning Application – East Herts Council has granted planning permission.

Building Regulations Submission - The Building Regulations application has been submitted to East Herts Council.

Working drawings and building specifications – These have been completed.

Quotes - Letters to six builders inviting them to quote have been sent out. A deadline of 26th April has been set.

Progress - A report has been circulated to all Councillors listing in detail all works completed since the last meeting.

Management of Pavilion – A report was circulated and the Parish Council unanimously agreed that it is their intention to adopt the VAT accountant’s Option 4 which is to refurbish the sports pavilion and lease it at a peppercorn to another legal entity and operate as principal. The Parish Council also agreed that legal advice should be obtained.

Council Tax – The Parish Council agreed that confirmation from East Herts Council should be sought that the Parish Council will still be responsible for the rates and will still get 100% rebate.

Tewin Memorial Hall – The Parish Council unanimously agreed that the Tewin Memorial Management Committee should be approached about running the Pavilion.

134. HIGHWAYS

Cllr D.Lloyd has agreed to report potholes to Hertfordshire Highways on behalf of the Parish Council.

Footpath - As part of the Seven Acres development the developer has agreed to put a footpath in front of 54/56 Upper Green Road up to the Tennis courts. The Parish Council has identified some branches, dead trees and ivy that need removing and the developer has agreed to complete these works.

135. PAVILION HANDOVER

The handover meeting from the football clubs to the cricket club was held on 29.3.10 at Upper Green. Stevenage Town Youth Football Club ("STYFC") has used the pitch very little this winter. Datchworth Veterans have cleared and tidied up 'the areas that they use' and the Parish Council is grateful for them cleaning mud from the floor of the lounge area even though they did not cause it.

The Cricket Club accepted the handover and their first match is 25th April.

The football representatives at the meeting suggested that it would be helpful to apply some moss-killer, sand and grass seed to the pitch over the next few weeks, to encourage fresh grass growth and to stop the spread of moss. The cricket section said that they would ask their groundsman to see if he could give the football pitch some attention and Datchworth Veterans said they would assist.

The Parish Council agreed to respond saying that they would be very grateful for both football clubs assistance in repairing the football pitch.

It was agreed that the next handover (cricket to football) should take place mid to late September.

136. RISK ASSESSMENT

Annual Risk Assessment – This will take place on 27th April 2010 at 9.30 am at the Tennis Club car park.

Works Remaining – The Clerk will remind Daniel Finch that the Pavilion barge board and one bench on Upper Green still need completing.

Ragwort – The Council agreed to advertise the importance of removing this plant if it is growing on your land by putting an article in the Parish News and in the next newsletter.

137. UPPER GREEN & LOWER GREEN

Playground Weekly Inspections – Nothing to report.

Playground Gates – The Clerk has ordered the key for the fence bolts and both red and green touch up paint from SMP.

Football Nets – These have been received.

138. CORRESPONDENCE

Investigation Borehole at Hertford Road, Tewin – The Environment Agency has confirmed that Veolia will no longer be continuing with this proposal.

Damage to the village green at the entrance to the Tennis Club car Park - The Parish Council agreed to look at this at the Annual Risk Assessment.

Tewin Memorial Hall Cheese and Wine - Cllr K Lawson and possibly Cllr J.Sheridan hope to attend.

HCC Grass Cutting Maps – These have been received and passed to Stuart Kirkham to review.

EHC Enforcement – In future any anonymous complaints will have to be directed to the Parish Council rather than EHC Enforcement.

East Herts Rural Parish Conference – This is a day event and will be held on Thursday 10th June at Datchworth Village Hall, Datchworth.

Friends of Tewin – The Council agreed that Lower Green could be used for May Pole dancing on May 7th and that the grass be cut a week before.

139. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

Tewin Charities Trustees – Nothing to report.

Transport – Nothing to report.

Tewin Website –Nothing to report.

Memorial Hall – The Clerk to check on the status of the sign requested from Highways.

Locality Policing – Cllr D.Lloyd attended a meeting on 29th March for the launch of the Herts Policing Plan 2010/2013 and will be attending a Locality Policing meeting on 21st April 2010.

Pavilion Representative –Handover complete.

Parish Paths Partnership – Nothing to report.

140. DATE OF NEXT MEETING

The next meeting will be the Annual Parish Council meeting on Monday 10th May 2010 in the Memorial Hall at 7.45pm. As there was no further business the meeting was closed at 10pm.

APPENDIX 1 – HIGHWAYS AND TRANSPORTATION MATTERS March 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