

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 9th May 2011 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), East Herts District Cllr M.McMullen, Mrs P.Fulford and three Parishioners.

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

All the Councillors had agreed to stand for election and Mrs Pat Fulford was nominated to fill the current vacancy. As there were no other nominations all Councillors were elected unopposed as of 5th May 2011.

Councillors B.Evans, P.Fulford, A.Hill and K.St Pier now represent the North Ward, and Cllrs D. Howson, K.Lawson, D.Lloyd and J.Sheridan now hold the seats in the South Ward.

a). Cllr K.Lawson was elected as Chairman unanimously, proposed by Cllr K.St Pier and seconded by Cllr J.Sheridan.

b). Cllr K St Pier was elected as Vice Chairman unanimously, proposed by Cllr D.Howson and seconded by Cllr B.Evans.

c). All Councillors signed the Declaration of Acceptance of Office and all were given a Register of Interests to complete within 28 days.

2. APOLOGIES FOR ABSENCE were received from East Herts District Cllr L.Haysey.

PARISHIONERS COMMENTS

Three parishioners attended the meeting to ask the Parish Council to provide clarification on the permitted uses of the agricultural land behind the houses in Harwood and Godfries Close. See Parish Council response below under Paragraph 8, Planning, Enforcement.

3. CONFIRMATION OF REPRESENTATIVES TO OUTSIDE BODIES AND SPECIAL RESPONSIBILITIES

Tewin Charities Trustees - Cllr D.Howson remains a trustee until 2012

Mr R.Temple remains a trustee until 2013

Tewin Memorial Hall - Cllr K St Pier

Parish Paths Partnership - Cllr K.St Pier

Transport - Cllr K.Lawson

Tewin Website - Cllr D.Lloyd

Locality Policing - Cllr D.Lloyd

Pavilion CIC - Cllrs B.Evans, D.Lloyd and J.Sheridan

Flag Raising - Mr E.Tyler

4. MINUTES OF THE PREVIOUS MEETING held 4th April 2011 were agreed and signed by the Chairman.

The Parish Council agreed and the Chairman signed the minutes of the Annual Parish Meeting held on 4th April 2011.

The minutes of the Extraordinary meeting held on 11th April 2011 were agreed by the Parish Council and signed by the Chairman.

5. NO DECLARATION OF INTERESTS

6. NO MATTERS ARISING FROM THE MINUTES

7. FINANCE

Accounts for Payment - In accordance with the Council's Financial Regulations the schedule of payments amounting to £612.87 from the Current Account were approved by the Parish Council.

Accounts for the Financial Year Ending 31.3.11 – Cllr K.St Pier proposed that the Accounts for the Financial Year Ending 31.3.11 be accepted. Cllr J.Sheridan seconded the proposal and 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 Section 1

Cllr J.Sheridan proposed that Section 1 of the Annual Return for the year ended 31.3.11 be accepted and approved. Cllr B.Evans seconded the proposal and the Parish Council unanimously RESOLVED to accept and approve Section 1 Statement of Accounts on the Annual Return for the year ended 31.3.2011. The Annual Return was signed by the Chairman and the Clerk as the Responsible Financial Officer.

Annual Return Section 2

Cllr K.St Pier proposed that Section 2 of the Annual Return for the year ended 31.3.11 be accepted and approved. Cllr D.Lloyd seconded the proposal and the Parish Council unanimously RESOLVED to accept and approve Section 2 Annual Governance Statement on the Annual Return for the year ended 31.3.2011. 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

The Annual Return was signed by the Chairman and the Clerk as the Responsible Financial Officer.

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. They agreed to also put the Chairman's Annual report on the website and advise Parishioners of this in the Parish News.

Precept - The first precept instalment of £12,400 has been received

Insurance – Two quotes for insurance have been received of £2225 from new insurers and £3048 from existing insurers and we are waiting to see if the current insurers can match the lowest premium.

Cllr D.Howson proposed that the Parish Council should not pay more than £2225 and Cllr P.Fulford seconded the proposal. The Council unanimously agreed.

Tewin Memorial Hall – The Parish Council confirmed that it would provide £900 as a third party contribution to a Biffa grant application being made by the Memorial Hall. The Parish Council agreed to support further funding applications with a letter of support, as requested by the Memorial Hall Committee.

8. PLANNING

Enforcement Issues

Land Behind Godfries and Harwood Close - The Parish Council advised that they had liaised with Glyn Day, Planning Enforcement Officer who had visited the site and suggested a guideline be compiled with his assistance to be distributed to every household. The Parish Council agreed to liaise with Planning Enforcement and compile a guideline for householders.

Planning Applications received

3/11/0612/FP – 24 Hertford Road, Tewin – New detached two bedroom dwelling with two bay car port and siting of septic tank – TPC No Comment

3/11/0539/FN – 43 Bishops Road, Tewin – Rear single storey extension and conservatory – TPC No Comment

3/11/0670/FP – 3 Bishops Road, Tewin – New electric entrance gates to a max height of 2.1m – TPC No Comment

3/11/0509/FP – 53 Orchard Road, Tewin- Retrospective wall, gates and pillars with lights. Single storey front extension – TPC strongly object to the single storey front extension (porch) by reason of its scale, bulk and design which appears unduly dominant and out of keeping with the character of the dwelling and the surrounding area.

TPC strongly object to the wall, gates and lights as they are not in keeping with the surrounding semi rural area and result in a detrimental urbanising effect which detracts from the wooded character and appearance of the street scene and from the Green Belt.

In accordance with ENV 11 the Parish Council would like East Herts Council to ensure that the original holly hedge which has been removed is replaced with native broad-leaved species.

In accordance with ENV23 the Parish Council would appreciate every effort be made to minimise light pollution impact on the surrounding semi rural area and the Green Belt and that every effort be made to ensure that there will be no dazzling or distraction of motorists or cyclists using the adjacent road.

TPC has received much adverse comment about this site and is fully supportive of parishioner's objections.

Planning Decisions

3/11/0340/FP – 3 Badgers Walk, Tewin – Single storey side and rear extension – TPC No Comment – EHC Granted

Certificates of Lawfulness

1 School Lane – TPC No Comment

9. HIGHWAYS

Memorial Hall/Scout Hut Sign – This has now been installed.

Repairs to Access Road to Godfries Close Sub Station – Cllr K St Pier met with Riversmead representatives on their annual inspection on 12th April 2011. Riversmead have since filled in the potholes but have not agreed any responsibility.

Hertfordshire Highways – The Parish Council met with Eralp Yucelt, Hertfordshire Highways and Bryan Hammond, Herts County Councillor on 28th April 2011 to discuss repairs to the roads in the Parish. All issues raised are detailed on the Appendix – Highways. Eralp Yucelt advised that Tewin is unusual in having a main road that is in desperate need of resurfacing, but apparently it is not always easy to convince the system that extensive work is needed.

The Council agreed to ask Herts Highways if they would be able to resculpt the southern corner of the Lower Green as it keeps getting run over.

10. PAVILION

Valuation Office – Cllr J.Sheridan, B.Evans and the Clerk met with the Tennis Club on 18th April 2011 to advise them of the Valuation Office Rating of the Tennis Courts. The Request for Information has been completed and sent back. The Parish Council noted information from Mr J.Burton, ex Chairman of the Parish Council.

Mr D.Room, Chairman of the Tennis Club has been advised and has agreed to liaise with the Valuation Officer.

The Parish Council agreed to monitor the situation.

Replacement Bin – A quote of £45 to install the bin was accepted by the Council. The location is to be near the playground on Upper Green as the current bin is insufficient.

Pavilion Signs – These have been received. A quote of £45 to install the signs was accepted by the Council.

Car Park Works – The compacting of the car park will take place shortly and some excess of gravel moved to the edge.

Disabled Access - The Parish Council noted the advice of Marianne McWhinnie, Community Projects/Disability Officer at East Herts Council and agreed to monitor the situation.

Pond Committee – They are proceeding to obtain a newt survey on the pond, the cost of which they hope will be met with grant funding.

Dead Tree- The works have not been completed yet.

New Shed - Mr G.Fish, Chairman Tewin Cricket Club has written to request permission to install a new shed behind the current shed at their cost, to store spare chairs, memorial benches and a score board. The Parish Council agreed to ask the Cricket Club to provide a design and a location plan for the shed and to advise that the Cricket Club will have to be responsible for any rates that may arise and as well as for insuring the contents of the shed.

11. PLAYGROUND

Playground Weekly Inspections – No incidents to report.

12. RISK ASSESSMENT

2010 Risk Assessment – This was signed off by Cllr D.Howson and Cllr D.Lloyd.

Annual Risk Assessment – The quote of £80 to replace 4 oak posts on the Plume of Feathers Green was accepted. A quote of £45 to replace 12 tiles on the well cover was accepted by the Council.

Common Land Queen Hoo Lane/Bramfield Road – The Parish Council has made many attempts to get alternative quotes for the works but has been unsuccessful. In view of this and the dangerous nature of the trees the Parish Council agreed to accept a quote of £450 to remove some dead trees and dead wood.

Back Lane – Nothing to report. Tom Goldsmith, Rights of Way Officer is in the process of obtaining quotes. The Council agreed to obtain a progress report from Tom Goldsmith for the next meeting.

13. CORRESPONDENCE

East Herts Rural Parish Conference – This is on 15th September 2011 at Datchworth Village Hall

Digswell & Tewin Fun Run – This is on 15th May 2011 from Lower Green – The Parish Council had no objections.

Panshanger Aerodrome – A complaint has been received from a parishioner about the stunt aircraft flying over the village. He has contacted the aerodrome who advised that the aircraft in question no longer operated from the Panshanger aerodrome. The Parish Council agreed to monitor the situation.

14. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

Tewin Charities Trustees – Nothing to report

Transport – A response to the current consultation will be circulated shortly

Tewin Website – The next meeting is on 11th May 2011

Tewin Memorial Hall – Nothing to report

Policing – The next meeting is 31st May 2011

Pavilion Representative –Nothing to report

Parish Paths Partnership – The holly tree leaning across the Footpath 26 in the vicinity of Hertford Road has been removed by Herts County Council.

15. DATE OF NEXT MEETING

The next meeting will be on Monday 6th June 2011 in the Memorial Hall at 7.45pm

As there was no further business the meeting was closed at 10.45pm.

HIGHWAYS AND TRANSPORTATION MATTERS April 2011

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)

Ref:	PROBLEM.	DATE RAISED	COMMENTS
1	Surface Dressing of Main Road through Tewin	2009	
2	Patching – Area of Orchard Road from junction with Desborough Drive to Tewin Close	28.4.2011	
3	Patching – Edge of Churchfield Road outside Churchfield Cottages along to Tewin Bury Farm back entrance	28.4.2011	
4	Patching – Outside Rose & Crown at junction of Lower Green and Back Lane	28.4.2011	
5	Signs – Badly damaged signs at Holly Bushes (junction of Hertford Rd with B1000) need replacing	28.4.2011	
6	Salt Bin – Needs replacing and filling	28.4.2011	
7	Bridge Reflectors in Churchfield Road (nr B1000) – White lining & chevrons to be repainted & reflective discs/paint on bridge	2009	
8	Line Markings – Missing on School Lane	2009	

