

TEWIN PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 14th May 2012 in Tewin Memorial Hall at 7.45pm.

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

In attendance: Mrs C.McFarlane (Clerk), East Herts District Cllr M.McMullen, East Herts District Cllr L.Haysey.

1. ELECTION OF CHAIRMAN AND VICE CHAIRMAN

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

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

c). The Chairman and Vice Chairman signed the Declaration of Acceptance of Office and all Councillors checked their Register of Interests.

2. APOLOGIES FOR ABSENCE were received from Cllr B.Evans.

NO PARISHIONERS COMMENTS

3. CONFIRMATION OF REPRESENTATIVES TO OUTSIDE BODIES AND SPECIAL RESPONSIBILITIES

Tewin Charities Trustees - Cllr D.Howson remains a trustee until 2016

Mr R.Temple remains a trustee until 2013

Tewin Memorial Hall - Cllr K St Pier

Parish Paths - 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 2nd April 2012 were agreed and signed by the Chairman.

The Parish Council agreed and the Chairman signed the minutes of the Annual Parish Meeting held on 2nd April 2012.

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 £1367.06 from the Current Account were approved by the Parish Council.

In accordance with the Council's Financial Regulations the schedule of payments amounting to £455.47 from the Pavilion Account were approved by the Parish Council

Accounts for the Financial Year Ending 31.3.12 – Cllr J.Sheridan proposed that the Accounts for the Financial Year Ending 31.3.12 be accepted. Cllr D.Lloyd 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 31.3.12 be accepted and approved. Cllr K St Pier 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 31.3.2012. 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 31.3.12 be accepted and approved. Cllr J.Sheridan 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 31.3.2012. 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.

Internal Audit – The internal auditor found all the records to be in good order and completed the BDO Audit Form accordingly.

BDO Audit Form – This has been completed and will be sent off on the 11th June 2012

Internal Audit – This was postponed as Cllr B.Evans was away.

Newsletter and associated costs – The Parish Council noted that the newsletter comprising the Chairman's Annual report was sent to the entire Parish as agreed at the last meeting and the cost of the associated photocopying was £109 and delivery costs were £50.

Precept - The first precept instalment of £13,150 has been received

Insurance – A quote for insurance have been received for £2203.16 for 1 year, £2096.30 for 3 years and £1989.46 for 5 years from the existing insurers.
The Parish Council agreed to accept the 5 year quote providing that the insurance policy remains the same with no changes to clauses or excesses.

Tewin Memorial Hall – The Treasurer has advised that there was an error on the previous letter and the hire fee for the Parish Council will be £21.50.

8. PLANNING

Planning Applications received

3/12/0597/FP – Sevenacres, 49 Upper Green Road, Tewin – Demolition of Sevenacres house and erection of 28 dwellings (including 18 previously approved) new dwellings (including 11 affordable units) – TPC discussed various issues and considered comments from members of the public. The Parish Council agreed to compose a response to EHC Planning raising concerns over parking issues, hedges and non conversion of garages to living space..

The Parish Council is in the process of arranging a meeting with Taylor Wimpey to discuss the way forward with regards to the footpath and the flashing solar powered sign. Taylor Wimpey has agreed to make a £6000 donation towards these projects.

3/12/0744/FP – Tewin Bury Farmhouse, Tewin – Erection of an agricultural storage barn which will also house a straw/wood chip boiler for heat generation with PV panels on the south facing roof slope (amended proposal) – TPC No Comment

3/12/0592/FP – Tewin Bury Farm, Tewin – Creation of new landscaped edge to the north bank of the River Mimram and retention of existing hard standing for agricultural storage – TPC No Comment

3/12/0524/FP – 2a Purcell Close, Tewin – Replacement dwelling and associated parking – TPC No Comment

3/12/0642/FP – 3 Purcell Close, Tewin – Two storey side and single storey rear extensions, New front Porch – TPC No Comment

Planning Decisions

3/12/0204/FP – Heath Cottage, 106 Bramfield Road, Bulls Green – Detached car port with log store – TPC No Comment – EHC Refused

3/12/0306/FP – 3 Back Lane, Tewin – Single storey side extension – TPC No Comment – EHC Granted

3/12/0231/FP – 7 Upper Green Road, Tewin – Ground and first floor rear extension and internal alterations – TPC No Comment – EHC Granted

3/12/0232/FP – 9 Upper Green Road, Tewin – First floor rear extension – TPC No Comment – EHC Granted

3/12/0437/LB – Queen Hoo Hall, Tewin – Installation of a glazed door and screen above – TPC No Comment – EHC Granted

3/11/2041/FP - Seven Acres, 49 Upper Green Road and 54 & 56, Upper Green Road, Tewin – Variation of condition 29 of planning reference number 3/07/2531/FP to agree proposed minor material changes to the buildings approved - plots 8, 13, 14, 15, 16, 17 and 18 - TPC No Comment – EHC Granted

3/12/0267/FP – The Garden House, Tewin Water – Demolition of existing outbuilding and construction of double garage with room over. Enlargement of vehicular entrance – TPC No Comment – Withdrawn

Appeal Submitted

3/11/1939/FP – Mimram, Queen Hoo Lane, Tewin – Proposed first floor extension over pool/plant room – TPC No Comment – EHC Refused

Enforcement Appeal Decision

E/10/0347/B – 53 Orchard Road, Tewin – The unauthorised erection of a front boundary wall, gates and piers with lanterns and a front canopy extension - Appeal dismissed and Enforcement notice upheld.

Certificates of Lawfulness - None

Enforcement Issues: – Land behind Godfries and Harwood Close – Further works have been reported to the Parish Council and these have been forwarded onto Glyn Day, Planning Enforcement Officer.

Tewin Garage – East Herts Council Building Control Dept have visited the site several times and the site has now been made safe and secure.

Tewin Memorial Hall – In accordance with the Town and Country Planning (Fees for Applications and Deemed Applications) Regulations 1989 the Parish Council agreed to let the Memorial Hall put Tewin Parish Council as the applicant on a planning application so that they only have to pay an £85 planning fee instead of the full fee of £170. The planning application proposes to extend the scout hut building to provide more storage space. The new section will be timber clad and the eventual plan is also to extend the timber cladding around the rest of the building, hiding the concrete panels and inserting insulation between the concrete and the cladding.

Strategic Land Availability Assessment (SLAA) Round 2 – The consultation will run from 16th May until 15th June 2012 and comments will be received on site deliverability based on SLAA assessment criteria. This will then be used to prepare the final SLAA report and inform the preparation of the District Plan. The Parish Council agreed to put this on the agenda for the next meeting.

9. HIGHWAYS

Cllrs K St Pier, B.Evans, A.Hill, D.Howson, D.Lloyd, J.Sheridan and the Clerk met with Herts County Councillor Bryan Hammond and East Herts Councillor Linda Haysey on 3rd May 2012. Cllr Bryan Hammond agreed to look into ways of allowing the flashing solar powered sign, the potholes at the Plume of Feathers, allowing the footpath on the verge from Godfries Close to Sevenacres and to get Upper Green Road gulleys cleared.

Bryan Hammond also advised that the resurfacing of Orchard Road and Upper Green Road should be completed in this financial year.

Parking Around Lower Green and Cannons Meadow – Cllr J Sheridan and Cllr A.Hill met with the Head Teacher Mrs Simpson at Tewin Cowper School on 19th April 2012. The Head Teacher has since written to all parents reminding them of the school travel plan, considerate parking, the use of Lower Green for short term/drop off parking only and that the Rose & Crown car park is available for parking. She has also replaced the travel plan sign on the school gate.

PCSO Karen Broad has agreed that cones lent by the Memorial Hall can be placed on the corner of the “T” junction in Cannons Meadow and outside 4 Cannons Meadow to alleviate inconsiderate parking near a junction during the week but they are to be removed at the weekend. She also spoke to the van drivers about inconsiderate parking on Lower Green and this has now improved.

HCC’s Rural Transport Consultation – This has been received and Cllr K Lawson will review it and circulate a suggested response shortly.

10. PAVILION, PLAYGROUND & UPPER GREEN

Pavilion Water Softener – Various quotes have been received and the Parish Council agreed to accept the quote to supply and install a reconditioned water softener for £805 plus vat.

Pavilion Water Testing Procedure – The Parish Council unanimously agreed to accept the new water testing procedure.

Digital Infra Red Thermometer - The Parish Council agreed to purchase this in order to accurately check the temperature of the water at the Pavilion so as to comply with Legionella testing requirements.

Pavilion Key – The Parish Council agreed to purchase another key for Cllr D Howson to enable the water testing to be completed

Heater Guards – These have been ordered.

Hedgerow Planting – The planting is scheduled to take place in November 2012 and Margaret Knight has agreed to look after the trees until then.

Football Pitch Restoration – Cllr J Sheridan has been liaising with the Football Club and the works were scheduled for last weekend. Cllr J.Sheridan agreed to check.

11. PLAYGROUND

Playground Inspection – Nothing to report on the inspections.

12. RISK ASSESSMENT

School Lane Bench – The Parish Council agreed to obtain the measurements and quotes for a new bench and to put the purchase of a new bench on the next agenda.

13. RIVER MIMRAM

Cllr A.Hill attended the Friends of the Mimram Public Meeting on 1st May 2012. The River Mimram is lower than it should be through over-abstraction over the years. If the Environment Agency can get enough support they can reduce the amount of water abstracted in the next Water Management Plan period commencing in 2015. The Parish Council agreed to support the Friends of the Mimram by writing to Oliver Heald MP, the Environment Agency, asking the website committee to put a link to the Friends of the Mimram website and an article in the Parish News encouraging people to complete the survey on the Friends of Mimram website and support the reduction of abstraction.

14. PARISH PATHS

FP30 – The Parish Council agreed to write to the landowner to give him their support if he paid for an official diversion of the footpath.

15. CORRESPONDENCE

Emerging Welwyn Hatfield Core Strategy Meeting on 16th May 2012 – This has been postponed until further notice.

Tewin Memorial Hall – Peter Burleigh is handing over the duties of Treasurer to Gail Elliott and Pat Fulford.

Pavilion CIC – The CIC has requested the Cricket Club to advise them of how their fuel is stored in the shed.

Pavilion Hiring's – A parishioner has requested details of hiring's and income of the Pavilion over the last 18 months. The Parish Council agreed to respond advising that the expenditure of the refurbishment was not based on receipt hire fees but providing a pavilion that was of more use to the village in general rather than just the sports clubs.

Salt Bin – A Parishioner asked if the Parish Council was consulted about the new salt bin as he would prefer to use the old one as it is more in keeping with the village. The Parish Council advised the Parishioner that the old salt bin was broken and the Parish Council had requested the new salt bin.

Flyposting – The Parish Council agreed to circulate their guidance on flyposting to the various organisations within the village.

16. REPORTS OF REPRESENTATIVES TO OUTSIDE BODIES

Tewin Charities Trustees – Nothing to report.

Transport – Refer Paragraph 9 Highways, Rural Transport Consultation

Tewin Website – Nothing to report.

Tewin Memorial Hall – Nothing to report.

Policing – Locality Policing Meeting is on Friday 25th May 2012.

Parish Paths – Refer Paragraph 14 Parish Paths

17. DATE OF NEXT MEETING

The next Parish Council meeting will be at 7.45pm on Monday 11th June 2012 in Tewin Memorial Hall.

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

HIGHWAYS AND TRANSPORTATION MATTERS April 2012

Fault line: 0300 123 40 47

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	H/W Locality Budget ??
3	Salt Bin Outside Tewin Stores –	28.4.2011	Chased 5.9.11 Chased 3.10.11 Chased 7.11.11 Chased 5.12.11 Chased 13.1.12 New salt bin installed
4	Bridge Reflectors in Churchfield Road (nr B1000) – White lining & chevrons to be repainted & reflective discs/paint on bridge	2009	
5	Line Markings – Missing on School Lane	2009	
6	Potholes – Outside Rose & Crown	2012	
7	Ditch – Outside Upper Green	2012	To be completed before Oct 2012