

NETTLEDEN WITH POTTEN END PARISH COUNCIL

Meeting held on Thursday 15th September 2016

In the Church Rooms, Potten End at 8pm

MINUTES

Present: Cllr Burfot, Cllr Cross, Cllr Grimsdale, Cllr Gurney, Cllr Mitchell, Cllr Spanswick, Cllr Wright

Clerk: Katrina Bond

Also Present: Kevin Furness, Village Warden, PCSO Lee Clements, Ward Cllr Terry Douris and 4 members of the public.

07/16/1 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Bramham.

07/16/2 DECLARATIONS OF INTEREST

There were no declarations of interest made.

07/16/3 MINUTES OF THE LAST MEETING (21st July 2016)

The minutes were taken as read and signed by the Chairman as being a true record.

07/16/4 REPORTS

4.1 Police Report: The Clerk read out a report that had been sent via email.

4.2 Village Warden Report: The black railings adjacent to the Village Pond have now been painted black. A new 'no fishing' sign has been ordered.

07/16/5 PUBLIC PARTICIPATION

No formal questions were raised.

07/16/6 REPORT AND UPDATE FROM THE OPEN SPACES AND LEISURE WORKING PARTY

6.1 Waste Bins: Two requests have been made to DBC to install waste bins in the Parish: one on the Playing Field and one on the small green in Hempstead Lane. The Clerk had chased the matter and a response was awaited.

- 6.2 Trees on the Old Green:** This matter has been put forward for reconsideration. An email has been sent to Mr Durban explaining that the Parish Council will be re-visiting the decision not to cut down the trees as there was some confusion as to what trees required attention. **ACTION: COUNCILLORS TO VISIT THE OLD GREEN AND DRAFT A NEW MANAGEMENT PLAN.**
- 6.3 Dog Waste Signs:** 8 signs had been delivered and installed by the Village Warden on the Old Green. Cllr Wright had forwarded photographs to all Councillors.
- 6.4 Overgrown Hedges** Cllr Gurney agreed to speak to the householders with an overgrown hedge in The Briars. The Clerk will send a standard letter to the new owners of Rayments asking them to cut the hedge at the top of Browns Spring. The Village Warden reported that the inside of the hedge had been recently cut.
- 6.5 Simpson Bench:** It had been agreed that the Simpson Family would replace one of the log benches on the Village Green. **ACTION: THE CLERK WOULD ASK CLLR BURFOT TO REMOVE THE OLD LOG SEAT AND THE FAMILY WILL BE TOLD TO GO AHEAD PROVIDING COUNCILLORS WITH FULL DETAILS PRIOR TO PLACING THE ORDER.**
- 6.6 P3 GRANT:** The application for funding to resurface the path leading from The Front to the Old Green has been refused.
- 6.7 HANDRAIL ON THE OLD GREEN:** This matter will be fully discussed and included in the new management plan for the Old Green.
- 6.8 Noticeboard outside the Village Shop:** Thanks were given to Nigel Spanswick for making and installing the new noticeboard .
- 6.9 PCSO Lee Clements** will be asked to take a look at the camper van in The Front which is obstructing the footpath.
- 6.10 Proposal to install a new gate post for the pedestrian gate on the Burial Ground:** It was agreed that a new gate post would be ordered and installed.
- 6.11 Proposal to carry out levelling works to the Village Green:** The Grass Cutting Contractor had identified at least three areas that should be levelled and the soil moved to fill in a hollow that floods. Two quotes were received and a price of £270 plus VAT was agreed for an operated JCB hire.

07/16/7 FINANCE AND ADMINISTRATION WORKING PARTY

Approval of Accounts to be Paid: The following invoices were approved to be paid:

DCVS (Clerk's Salary & Payroll Charges – July 2016)	£711.68
DCVS (Clerk's Salary & Payroll Charges – August 2016)	£696.78
Nigel Spanswick (Noticeboard outside Village Shop)	£350.00
Affinity Water (1.4.16-6.7.16)	£11.50
Clearwater Ponds (Pond Maintenance)	£2,334.00
K Furness (VW duties w/e8.7.16-w/e29.7.16)	£416.00
K Furness (VW duties w/e5.8.16-w/e26.8.16)	£416.00
Clerk's expenses	£39.49
R Wilson (Stump Grinding on the Village Green)	£288.00

- 7.2 **Pension Regulations:** Pension law states that the Parish Council must have a pension scheme in place by February 2017.
- 7.3 **Village Hall Lease for Bus Shelter:** It was suggested last year that the bus shelter lease be extended – it has 5 years to run. Papers were previously sent to the Village Hall Committee for their consideration and these will be forwarded again for consideration at their meeting in October.
- 7.4 **Day Visit by the Mayor:** A request has been made by the Mayor to visit this Parish. The Mayor would like to be shown around the Parish and to meet various members of the public. **ACTION: THE CLERK WILL SUGGEST THE MAYOR COMES IN THE SUMMER WHEN HE CAN VISIT THE ALLOTMENTS.**
- 7.5 **Proposal to approve a National Pay award to the Parish Clerk:** A pay award of 12p per hour has been announced by NALC to be backdated to April 2016. A further increase of 12p per hour will come into force on 1st April 2017. This was approved.
- 7.6 **Proposal to consider the renewal and extension of the Cricket Club Lease:** Request from the Cricket Club for the Parish Council to extend their 50 year lease which commenced in 1984. A member of the Cricket Club was present at the meeting and explained that an extended lease will be necessary before they can apply for funding to renovate the Cricket Pavilion. This was proposed by Cllr Gurney, seconded by Cllr Wright and approved. It was agreed that the Cricket Club would contribute to any legal fees incurred. **ACTION: THE CLERK WILL ARRANGE FOR A LEGAL EXTENSION OF THE LEASE WITH THE COUNCIL'S LEGAL REPRESENTATIVES.**

07/16/8 REPORT AND UPDATE FROM THE TRAFFIC, SPEEDING AND HIGHWAYS WORKING PARTY.

- 8.1 **Local Bus Services:** A resident questioned the poor bus service within Potten End. **ACTION:** The Clerk will write to Cllr Douris in his role as a County Councillor to see whether he could suggest any improvements in conjunction with Cllr David Lloyd.
- 8.2 **Deep Dive Day:** Cllr David Lloyd will be coming to Potten End for a 'Deep Dive Day'. A meeting will be organised to discuss outstanding Highways issues. 11th October. The Clerk will suggest Cllr Lloyd visits Martins Pond Public House regarding crash barriers and signs to slow cars down.
- 8.3 **SID:** Cllr Lloyd has agreed to fund a SID out of his Locality Budget. The device will be moved between two locations: Hempstead Lane and Water End Road.
- 8.4 **Parking Bays on the Village Green:** Proposals have been put forward by Highways and residents have been consulted. An approach has been made to DEFRA who will be required to grant permission before any works can take place as the parking bays will be removing an area of registered Village Green. **KB TO WRITE TO THE SCHOOL SEEKING THEIR VIEWS ON THE PARKING BAYS.**

07/16/9 REPORT AND UPDATE FROM THE PLANNING WORKING PARTY

4/01956/16	29 Hempstead Lane	Double storey front & 1 st floor Side extension	PC no obj
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4/01982/16	Land adj The Old Farmhouse Nettleden Road	Replacement Fencing	PC no obj
4/02207/16	7-8 Nettleden Road	Works to Trees	Info only

9.1 Proposed Telecommunications Mast in Browns Spring Farm: An initial consultation has been received today for a new mast on Browns Springs Farm.

07/16/10 REPORT AND UPDATE FROM THE WEBSITE WORKING PARTY

10.1 Police Contact Details: The Clerk will chase PCSO Lee Clements for his contact details.

10.2 Cricket Club Details: Cllr Cross suggested that the Cricket Club could use the diary and latest news sections of the website to publicise any particularly special events or results.

07/16/11 TIME AND DATE OF NEXT MEETING

THURSDAY 20 th OCTOBER	Commencing at 8pm
THURSDAY 17 th NOVEMBER	Commencing at 8pm
THURSDAY 8 th DECEMBER	Commencing at 8pm

There being no further business the meeting was closed at 8.50pm.

Signed.....

(Chairman)

Date.....