
MINUTES OF ARDELEY PARISH COUNCIL MEETING HELD IN ARDELEY VILLAGE HALL ON MONDAY 19 SEPTEMBER 2016 AT 7.30 PM

Councillors: David Young (chairman)
Adrian Waygood (vice chairman)
Andrew Cannon
Jim Egginton
Tim Noble

Officer attending Aimee Lauezzari (Clerk and RFO)

Present: 8 members of the public

CO-OPT FOR VACANCY

16.056 Alexander Neale was elected by a clear majority to fill the vacancy left by the resignation of Paul Andrews.

APOLOGIES FOR ABSENCE

16.057 none

DECLARATIONS OF INTEREST

16.058 Adrian Waygood, regarding Church Farm

MINUTES OF MEETING

16.059 The minutes of the meeting held on 18 July 2016 were signed as a correct record.

CHAIRMAN'S REPORT

16.060 none

FINANCE**16.061 Finance Report and payments for approval**

The finance report was noted and the cheques before Council were signed at the end of the meeting. The list of payments is an appendix to these minutes. It was noted that the New Homes Bonus has been received, and as minuted 15.126 (January 2016), clerk is to obtain quotes for a roundabout for the playground.

16.062 Bank Mandate

Additional forms were signed as requested by Barclays, in an effort to complete the mandate changes.

16.063 Electronic Payments

Cllr Noble reported that the prepaid card offered by Barclays for local authorities does not meet the needs of the Council, but noted that an alternative to cheque payments will be needed at some point.

16.064 Budget Planning

A draft budget was examined. Councillors noted that clarification is needed in the budgeting of grant income and spending and the resulting balances. The clerk will continue work on a draft budget, and asked for comments and feedback from councillors. The budget for 2017-2018 will be presented in November for approval.

PLANNING**16.065 Current planning applications**

The planning list was before the meeting and noted.

16.066 Hornbeam House

It was noted that this application has been withdrawn.

16.067 Alim, Luffenhall

Council had no objections.

16.068 Cromer Hall Bungalow

Council had no objections.

HIGHWAYS**16.069 Drive Safe Update**

Cllr Cannon will share a Drive Safe newsletter with other councillors. Cllrs Cannon and Egginton have been updating the list of volunteers and reported on an email from District and County Cllr Crofton, advising of a new round of grant funding that might be used for a speed sign for Cromer. Cllr Egginton reported his initial findings of approximately £3600 for the sign itself, without installation or a pole. Council will pursue the grant funding.

16.070 Cromer drains

No further work is planned.

16.071 Flooding along C14 (Cromer to Ardeley)

Council noted completed work by Ringways, including the clearing of the drain at the junction in Cromer. It was noted that there has still been no work or planned works for the brook itself.

16.072 Blocked Gully in Wood End

A parishioner reported a blocked gully in Wood End. Clerk to raise the issue on the Herts County Council website. All were reminded that the website is public and highway issues can be submitted by anyone.

PROPOSED BOOKSWAP

16.073 Cllr Young conveyed approval from the Village Hall Committee. Cllr Egginton, with help from other parishioners, will proceed with establishing a bookswap in the Village Hall.

CHURCH FARM

16.074 Council has received no further updates from East Herts Planning regarding issues previously raised.

AGREED: Council ask Ella Wright for an update.

RESOLVED: To suspend the standing orders to hear from the public.

Four parishioners, including Tim Waygood, of Church Farm, spoke about issues raised previously and their own perspective as residents of the parish. Positive aspects were noted, such as having a shop and café in the parish, and employment opportunities for young people in the parish, and the chance for school children and adults with special needs to experience rural life and meaningful activities. It was noted that the camping gives those in an urban life the chance to experience rural space. Tim Waygood welcomed any questions from parishioners or Council. He stated that the goal of the camping is to provide family camping, without loud noise, and that he actively discourages loud music late at night. Other parishioners present at the meeting, who live close to Church Farm, said they had not been affected by noise from Church Farm activities. This year two weddings and four music events have been held, and he confirmed that he has been in discussion with East Herts Planning about current issues and future plans, as he wishes to continue this as a sustainable enterprise. He invited Council to visit and discuss the activities at Church Farm.

COMMON LAND AND GREENS CUTTING

16.075 The land owner has confirmed that this area is not part of a SSSI and is being maintained with conservation in mind, and in keeping with the variety of common practice seen in this parish and others.

TELEPHONE BOX

16.076 A quote was obtained for replacement of the laminated wood at the bottom of the door of the phone box, for a total of £200.

RESOLVED: Quote accepted, and work should proceed.

HIGH SPEED BROADBAND

16.077 Council received an offer from BT Community Fibre Partnership. Cllr Noble explored this and other options and reported that at the moment there is not a financially viable plan for high speed internet for the parish, as a whole. This proposal was for some combination of grants or parish funding or business contributions to fund the project. Cllr Waygood reported a significant cost when enquires were made in the past, and also noted the interest of other parishioners and businesses in the parish. Cllr Neale also commented that at the moment the available solutions are not reasonable. Cllr Egginton noted that there is now ducting in place from Cromer to Walkern, but as of yet, no cables.

CORRESPONDENCE AND CLERK'S REPORT

16.078 The correspondence was noted and the report is an appendix to these minutes.

Particular attention was drawn to a request from the Ardeley School Governors for assistance with funding for new highway signs for the Ardeley School and Nursery. Council will consider this at the November meeting.

Also noted that the playground inspection report was received on the day of the meeting and will be sent to Cllrs. Any needed repairs or improvements will be considered at the November meeting.

Cllr Egginton referred to the correspondence (overlooked on the report) from Highways about an extended closure of the B1037. He confirmed that the notice is for closure as needed during this period, not for the whole period the notice referred to.

In regards to road closures, Cllr Waygood asked that James Vine be contacted concerning diversions during road closures in our area, as often they are not the most efficient and create difficulties for businesses in the parish. Council will offer to be of assistance when Highways or contractors are planning diversions in the future.

URGENT MATTERS NOT PREVIOUSLY NOTIFIED

16.079 None

DATE OF NEXT MEETING

Monday 14th November 2016 at 7.30 pm

The meeting closed at 8:50 pm

Signed

Date

PUBLIC PARTICIPATION

1. Noted in 16.074

2. Concerning agenda item 7.1 (minuted as 16.069), it was suggested that a positive feedback sign be obtained, referencing one in Stevenage that responds with a green smile if the driver's speed is under the limit. It was also asked if the Council would need planning permission to put up such signs, and Cllr Egginton assured the meeting that Council would be guided in these matters.

3. Concerning agenda item 12.1 (minuted as 16.077), a parishioner requested that if a project goes forward for high speed broadband connection to Ardeley, would Council please be sure to include all villages as Wood End is on a separate exchange via Bennington.

Aimee Lauezzari
September 2016

Finance Report

Appendix to minutes of 19 September 2016

PAYMENTS – 19 September 2016

£291.20	Clerk's salary (Aug/Sept)	A Lauezzari
£10.00	Clerk's expenses (Aug/Sept)	A Lauezzari
£231.42	Litter picking (Aug/Sept)	D Beasley
£239.99	Laser Printer	Herts FullStop (HCC)
£109.20	PAYE (October)	HMRC

RECEIPTS (since 18 July 2016)

£3226.00	New Homes Bonus	East Herts County Council
£1389.44	Litter grant	East Herts County Council

ANNUAL RETURN

The external audit has been completed and Council have received the report from the external auditors (BDO). An action plan is needed for issues arising. Copies will be sent to Councillors by email and posted on the website. At the November meeting Council will accept the report and agree actions.

Minor issues arising:

- Figures in box 7 and 8 do not agree by £1 (figures on the return are rounded)
- Empty boxes in section 2. (should have been 0)

Issues arising:

- Minutes – minutes were provided, as requested, to BDO and the pages submitted were not initialed or numbered consecutively. (This issue has been addressed and we are now following this procedure.)
- Internal Auditor's Recommendation – Internal controls on the finance system should be improved to help prevent and detect error and fraud, so that the Council operates in an effective and efficient manner.

NEW HOMES BONUS

The New Homes Bonus was received just before this meeting. In accordance with minute 15.126, (January 2016) clerk will obtain quotes for a roundabout for the playground.

Clerk's Report September 2016

Appendix to minutes of 19 September 2016

Correspondence of Note

1. On the morning of the meeting, the clerk received correspondence from the Governors of Ardeley School & Nursery, requesting consideration and assistance to fund new signs in Cromer and Ardeley. *(details will be emailed)*
2. This week, Cllr Noble has been in contact with Julian Thornton regarding BOAT 6 resurfacing. *(details available by email)*
3. Email with Alison Poulton at East Herts confirmed that the playground inspection did take place and Council should be receiving a report and invoice soon.

Correspondence for information

(details available or can be emailed)

1. Police and Crime Commissioner (email)
 - 1.1 July stats
2. East Herts Council
 - 2.1 Planning notices
 - 2.2 Remittance notices
3. HAPTC (email)
 - 3.1 Bulletin 10th August
 - 3.2 Flood management workshop
 - 3.3 Bulletin 2nd September

General correspondence for information

1. Marie Curie - fundraising support request
2. Herts Air Ambulance – fundraising support request
3. NHS East and North Hertfordshire – information leaflets, offer of electronic link