

MINUTES OF ARDELEY PARISH COUNCIL MEETING HELD IN ARDELEY VILLAGE HALL ON MONDAY 23 MARCH 2015 AT 7.30 PM

Councillors: David Young (Chairman) Robert Vincent;
Paul Andrews James Egginton;
David Cleverly; Adrian Waygood

Officer attending Marty Kilby (Clerk and RFO)
Present: County Cllr Ken Crofton
3 members of the public

APOLOGIES FOR ABSENCE

None

DECLARATIONS OF INTEREST

None

MINUTES OF MEETING

14.166 The minutes of the meeting held on Monday 12 January 2015 were before the meeting. After discussion it was agreed to amend minute 14.159 to read: The problem seemed to be **outside** The Cedars rather than: **opposite** The Cedars. It was further agreed to amend minute 14.160 to read: **Lead** volunteers were needed rather than: **More** volunteers were needed. Following these amendments the minutes were signed as a correct record. It was agreed that amendments to minutes should be kept to an absolute minimum.

CHAIRMAN'S REPORT

14.167 The Chairman had nothing additional to report at this stage.

LOCAL COUNCIL ELECTIONS

14.168 The election timetable was given to the meeting. All parish councillors were given a nomination pack.

FINANCE**14.169 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. Noted that the VAT reclaim for 2014-2015 had been submitted.

14.170 Village Hall notice board

The notice board is expected in April

FINANCIAL REGULATIONS

14.171 At the January meeting it had been resolved that the new Model Financial Regulations be adopted with minor amendments to be approved at the March 2015 meeting. The minor amendments had been put in place and it was agreed to sign the acceptance of the new Model Financial Regulations.

Resolved: That the new Model Financial Regulations be adopted

PLANNING**14.172 Current planning applications**

There were no new planning applications for Ardeley. The planning list was before the meeting and noted.

14.173 3/14/2142/CM – Buttermilk Hall Farm, Baldock Road, Cottered, Hertfordshire

The Clerk had sent an objection letter as requested by the parish council. No decision had been made by HCC on the application.

14.174 – 3/14/2200/OP –Froghall Lane, Walkern

Reported by Cllr Egginton that the number of houses applied for was now 86 residences.

14.175 District and Neighbourhood Plans

No further update

HIGHWAYS

14.176 – Cromer B1037 – Contaminated Water

Cllr Jim Egginton reported that the contaminated surface water in Cromer was still flowing down the road and he updated the council on the current situation and the actions that had taken place since the last parish council meeting. Cllr Ken Crofton reported he was unhappy with how Highways have handled the situation and has opened discussions with Rob Payne, (Design Service Manager at Ringways). Cllr Crofton reported that Rob Payne has assured him that Ringways would follow this through to a conclusion. Cllr Crofton was thanked for his help.

14.177 DriveSafe Update

Cllr Jim Egginton reported no sessions had been held since Christmas. After discussion agreed clerk to contact the local Police and ask that they have more of a presence and carry out some formal speed checks through Cromer High Street.

RIVERS AND WATERCOURSES

14.178 Ardeley Brook and River Beane

The landowner who farmed land through which part of Ardeley Brook ran, confirmed they maintained and cleared any blockages when and where they arose. The section of the Brook that runs along the road and is partially blocked and full of water is in the ownership of Herts County Council Highways. Great concern was expressed about the condition of the brook beside the road. Clerk instructed to write again to Highways and Herts County Council. Cllr Ken Crofton informed the meeting that HCC is in control of all flood issues in the county and has legal powers to alleviate flooding.

DEFIBRILLATOR AND TELEPHONE KIOSK

14.179 Paint had been provided by BT free of charge. The parish council had purchased two replacement panes of glass which a parishioner had replaced. The wooden panel at bottom of the door was rotted and clerk given authority to purchase replacement wood and arrange for the repair.

PLAY EQUIPMENT

14.180 The cradle swing had been repaired. There were no more repairs currently needed to play equipment.

VILLAGE HALL

14.181 Following obtaining a grant, the audio induction loop had been installed in the village hall.

CLERK'S REPORT AND CORRESPONDENCE

The Clerk's report is an appendix to these minutes.

14.182 New Transparency Code

Following the implementation of a new transparency code for smaller authorities, it was noted that by publication of minutes from all formal meetings needed to be available on the parish council website, accessible and free of charge.

RESOLVED: That parish council minutes be made available on the website within one month of the date of the meeting marked UNAPPROVED if not formally approved.

14.183 Parish Council News

Noted that no Councillor or the Clerk at the moment had been given authority to report on outcomes from a parish council meeting except as approved and minuted by the parish council. Clerk to put this as an item for discussion on the next parish council meeting.

ANONYMOUS LETTER

14.184 An anonymous letter addressed to Cottered Parish Council had been passed to the Clerk. It was reaffirmed that anonymous letters should not be discussed.

URGENT MATTERS NOT PREVIOUSLY NOTIFIED

14.185 Role of Parish Councillors

The Clerk had been asked to ascertain when and how parish councillors could use the title parish councillor after their name either in post or email, bearing in mind that the use of the title would, unless particularly qualified, give the impression that the councillors is expressing the views of the parish council itself. There was an open discussion between parish councillors regarding the fact that one parish councillor had for many months used the title in his private correspondence, contacting the MP and other people and authorities, including sending an local email newsletter to parishioners, without prior agreement, discussion or informing the parish council.

Cllr Vincent stated he had personally asked Cllr Egginton in previous discussions to not use the PC title in his personal correspondence and had made it clear to Cllr Egginton that he (Cllr Vincent) could not continue as a Councillor if Cllr Egginton persisted with this practice. Cllr Egginton continued to say to the Vice Chairman that he would use the title in his personal correspondence.

Cllr Vincent said this would place him in a difficult position as a member of the parish council and in view of this Cllr Vincent tendered his resignation from the post of Vice Chairman and as a member of the Parish Council.

Cllr Ken Crofton, along with other bodies who had been consulted, advised that for a parish council it was preferable as a matter of course for correspondence to go through the Clerk or the Chairman unless specifically delegated to a parish councillor. Following this exchange, Cllr Jim Egginton apologised and said he would do as the parish council wished.

DATE OF NEXT MEETING

7.00 pm	Annual Meeting of the Parish Council including councillors signing Declarations of Office
7.15 pm	Parish Council meeting including annual reviews
8.00 pm	Annual Parish Meeting

The meeting closed at 8.30 pm

Signed _____

Date _____

PUBLIC PARTICIPATION

A parishioner asked if it was possible to get Highways to keep to road closures as scheduled and notified. The road to Wood End had had Road Closed signs erected on 19th December, nothing had been done and no work carried out. The Road Closed signs had then been changed to 19th March, and again no work had taken place.

Cllr Paul Andrews reported that a drain had completely collapsed at Gardeners End, with a concrete block making it very dangerous for vehicles.

Cllr Ken Crofton reported that the whole of School Lane would be completely resurfaced in the coming year.

Public participation closed at 8.55 pm