

ST. IPPOLYTS PARISH COUNCIL

Minutes of a Meeting of St. Ippolyts Parish Council held on Monday 9th January 2012 at St. Ippolyts School.

PRESENT : Cllrs. Mr. K. Holden (Chairman)
Mrs. P. Skeggs (Vice-Chairman)
Mrs. B. Thomas
Mr. D. Blundell

In attendance : One member of the public with the Clerk Mrs. A. Powell.
Also present, Ms. M. Bracey, NHDC Community Officer and HCC Cllr. R. Thake.

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs. T. Smith, J. Howlett & P. Hobson, County Cllr. D. Ashley, and NHD Cllr. A. Ashley & D. Miller.

2. MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on Monday 14th November 2011, copies of which had been circulated to each member of the Council, were signed as a true record of the proceedings.

3. DECLARATION OF INTERESTS

There was none.

4. PUBLIC PARTICIPATION

Member of the public present at this meeting enquired who the owner was for a piece of land at Mill Lane and whether this location could be used for the possible skate park. Cllr. Mrs. Skeggs responded that that Council do not know the identity of the landowner. Refer to item 7b) on skate park.

5. POLICE REPORT

There was none.

6. COUNTY & DISTRICT COUNCILLORS REPORTS

Cllr. Mr. Thake stated that it has been a quiet time over Christmas and New Year and referred to the High Court decision that Stevenage Borough Council Core Strategy was unsound also that he would continue to look into the Stevenage expansion.

7. MATTERS OF REPORT

a) Consultations

Veolia Water – draft drought management plan 2011 public consultation, closing date 16.1.12. More information can be found in www.veoliawater.co.uk/droughtplanconsultation. It was agreed not to respond.

Herts. Police Authority – Draft Strategic Policing Plan 2012, closing date 20.1.12. More information can be found on www.homeoffice.gov.uk/police/police-crime-commissioners/. The final version of the Plan will be distributed to all partners and stakeholders in April 2012. It was agreed plan seems reasonable and not to respond.

Herts. County Council – Waste Development Framework – Consultation on Schedule of Proposed Changes to the Waste Core Strategy and Development Management Policies document between 19.12.11 to 30.1.12. Representations can only be made on the proposed changes and not on original submitted document in November 2010. The Waste Core Strategy and Development Management Policies document, the Sustainability Appraisal and the Schedule of Proposed Changes are available on www.hertsdirect.org/examdetails. It was agreed the proposed changes are minor amendments and not to respond.

b) Skate Park

Cllr. Mr. Blundell reported that after the November meeting he visited a couple of skate parks with the children that attended the November meeting and received a copy of 'A Guide on Skate Park' from NHDC which he forwarded to Cllrs. and Clerk. Cllr. Mr. Blundell also looked into costing, possible grants, and

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spoken with Wicksteed who offered to carry out inspections on suitability of possible sites. Cllr. Mrs. Skeggs provided detail on all public open spaces in the parish, listing possibilities and constraints of each site and raised queries about consultation, funding, insurance and ongoing maintenance. Ms. Bracey of NHDC and HCC Cllr. Mr. Thake advised on possible grants. Ms. Bracey suggested that Mr. S. Sears, NHDC Parks and Open Spaces Officer should be involved with site inspections and to include the children.

It was agreed to consider whether or not Dell Field, the Recreation Ground or the Lagoon would be suitable. It was also agreed that Cllr. Mr. Blundell would organise an inspection of possible sites with Ms. Bracey, Mr. Sears and Cllrs. Children that attended the November meeting would also be invited to attend. Subject to a suitable site being identified, consultation with parishioners and detail discussion would follow.

c) St. Ippolyts Parish Plan Review and Housing Needs Survey

Cllr. Mrs. Skeggs reported on Parish Plan Review and that it has already been agreed that future community needs such as housing and recreation would be included. A need was identified at the Annual Parish, Community and Town Councils' Conference for parishes to work with NHDC officers in updating within parish plans regarding formal development. Cllr. Mrs. Skeggs reminded everyone that the documents from Ms. M. Caldwell of NHDC should be returned to the Clerk. The Chairman confirmed that he would return the documents to the Clerk.

Cllr. Mrs. Skeggs emailed Cllrs. and Clerk detail from CDA on Housing Needs Survey costs and possible funding. HCC Cllr. Mr. Thake strongly supported the survey and offered help from his 2011-12 Locality Budget grant. It was agreed that the Clerk would also contact HCC Cllr. Mr. Ashley for a grant. Grant application would be based on a 40% response rate at approximately £2,000.

d) Diamond Jubilee celebration

Cllr. Mrs. Thomas emailed Cllrs. and Clerk notes from a Diamond Jubilee celebration meeting that took place on 7.11.11 (re. 14.11.11 minutes item 9). The Council agreed to form a St. Ippolyts Diamond Jubilee Working Group with volunteers from the parish. The next meeting would be on 30.1.12. Cllr. Mrs. Thomas would forward Cllrs. and Clerk notes from all meetings and also to give an update at council meetings.

e) Council policies

Cllr. Mrs. Skeggs emailed Cllrs. and Clerk draft revised agenda and minutes. It was agreed that the suggested changes should make the agenda and minutes clearer, more concise and decisions more prominent. Revised agenda and minutes would be adopted from the next meeting. Clerk stated that she would continue to record correspondence on a separate list and email to Cllrs. but the list would not be included in the minutes.

Cllr. Mrs. Skeggs took the archived documents prepared by the Clerk to HALS. Some items such as old cheque books were rejected. It was agreed that the rejected items could be destroyed by HALS. Cllr. Mrs. Skeggs emailed everyone detail of archived items and a copy of Retention of documents for reference.

Cllr. Mrs. Skeggs forwarded Cllrs. and Clerk Draft Statement of Intent for Community Engagement for consideration and draft Parish Consultation would follow. These items would be discussed at the 6.2.12 meeting.

8. CHAIRMAN'S REPORT

NHDC anti-social behaviour officer Mr. S. Gibbs reported to the Clerk that the incident on the recreation ground as reported in the November meeting is now closed.

The Clerk submitted a new 2012/13 Work form to Herts. Groundwork requesting for a grant of £501 which included the purchase of a strimmer as recommended by Herts. Groundwork. Availability of funding is unlikely to be confirmed until April 2012.

Cllr. Mrs. Thomas attended a site meeting with Herts. Highways on 13.12.11 at London Road (B656) to discuss possibility of widening the footpath. Herts. Highways agreed to investigate further and possibly to include some other works, and to produce a works order and costing and to seek funding in the next financial year.

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Ms. Elaine Cuzzo has replaced Ms. C. Tizard as the new PCSO for the parish and can be contacted on Hitchin Station 01438-757624 or airwaves 01707-354192.

9. REPORTS OF COMMITTEES & GROUPS

A P3 winter walk took place on 29.12.11. Around 15 people joined in a 4-mile walk from Little Almshoe House and enjoyed soup and bread at the end of the walk. The Council would like to thank Mr. & Mrs. Smee for organising the walk, and volunteers for providing refreshments after the walk.

10. CORRESPONDENCE – this item will no longer be included in future minutes from 6.2.12. Correspondence discussed and where decision is made will be included within appropriate Agenda heading.

Correspondence – by post (not all email items included in list)

A resident – queries and concerns for the possible skate park and requested further detail. Resident was invited to this meeting.

A Resident – copy of their letter to NHDC objecting to planning application 11/02546/1. Residents attended 14.11.11 meeting.

A resident – copy of letter to NHDC on objection to planning application 11/02546/1

A resident – copy of letter to NHDC Development & Conservation (with petition) and NHDC Planning Committee on objection to planning application 11/02546/1

A resident – requested Council to support their objection to a planning application 11/02690/1 which was already discussed and approved by Council at the November meeting with no objection

A resident – enquired about recreation ground availability for 2012/13 football season. Clerk responded that the ground is already rented out to two football teams.

Came & Co. – insurance broker requesting PAYE detail for Employers' liability database (Clerk responded). Also, detail for regional contact.

CDA – Housing Needs Survey cost (forwarded by Cllr. Mrs. Skeggs)

Chiltern Society – Chiltern news

HCC - Safe and Sustainable Journeys Team Ms. K. Goldthorpe offered help to look into proposed path widening scheme and walking bus scheme. Cllr. Mr. Smith responded.

NHDC – members info, Planning Control Committee meeting agenda for December, 2011/12 register

NHDC – information on post Christmas recycling for real trees, cardboards and waste electrical equipment (displayed on notice boards)

NHDC – notes and documents from North Herts. Parish, Town & Community Council Conference on 22.11.11.

NHDC - Rural Community Broadband Fund (RCBF), a joint fund with Broadband Delivery UK providing grants to communities to establish superfast broadband to hard-to-reach areas. The first Expression of Interest round is between 1.12.11 to 31.1.12. More detail can be found on <http://rdpenetwork.defra.gov.uk/funding-sources/rural-community-broadband-fund>

PCSO – C. Tizard would no longer be covering St. Ippolyts Parish Council from the New Year. Any issues, PC Sucking could be contacted on Christopher.suckling@herts.pnn.police.uk or Police Sergeant guy.westwood@herts.pnn.police.uk.

Royal Mail – new Home Counties North Mail Centre from 23.1.12 to Hemel Hempstead

St. Ippolyts School – hall rental (9.2011 to 7.2012) signed application form and copy of invoice (for record)

Williams T – owner of St. Ibbs Parks informing the council that the new fence in the park was continuously being vandalised and the Police were again informed. Another resident also emailed the Council about the damage and there are general concerns about livestock getting trapped on footpath.

The following items were distributed at the meeting: -

A Letter to Chairman – Chairman to confirm detail

Clerks & Council Direct – magazine, 2012 Yearbook

CPRE – (in partnership with NALC) Planning Explained booklet. E-learning course at www.ntselearning.co.uk and www.planninghelp.org.uk.

HAPTC – 2012 training information

Herts. constabulary – Victim Support seeking contribution & enclosed information leaflets

NHDC – members info

St. Albans Rotary Club – charity cycle ride 13.5.2012

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Correspondence – Conferences & Courses

SLCC Branch Conference – 28.2.12 at Luton Holiday Inn, £39 for members. It was agreed that the Clerk would attend and apply for training bursary scheme for 50% of the cost.

HAPTC/CPRE – training on planning ‘Plan your Place’ on 6.3.12 at Letchworth Council Chambers. Cllr. Mrs. Skeggs to attend.

Correspondence – Finance matters

Arborcare – payment query on invoice A3629. Clerk confirmed payment was made in October 2011.

Fingershield (UK) – invoice for finger shield installations, forwarded by Baby & Toddler group (re. 14.11.11minutes item 12)

HMRC – VAT refund form & repayment (see item 12), also notification that future VAT126 forms to be downloaded from www.hmrc.gov.uk

Nat West Bank – current account statement

SLCC – 2012 membership (see item 12)

Correspondence – matters required discussions

Herts. Groundwork – “Green Team – Growing Communities” commencing in February 2012, specifically focussed on providing support to Town and Parish Councils who aspire to create or improve the landscape of a community area to celebrate and commemorate the London 2012 Olympics and / or the Queen’s Diamond Jubilee. It was agreed Council would not participate in the scheme.

HCC – responded to Clerk’s query on maintenance work on two signs and posts on Gosmore village green. A quotation from the HCC contractor for £58.00 + VAT to reposition two ‘No Vehicle’ signs to HCC posts, remove the rusty posts and make good ground was discussed and accepted at this meeting. The work would be carried out the same time as other HCC jobs in approximately 4 weeks.

Correspondence – Play Area, Play Equipment & Open Space matters

There was none.

11. PLANNING

Planning decisions

NHDC have granted standard conditional permission for a two storey side extension at 2 Langbridge Close, St. Ippolyts (11/02259/1HH).

Planning applications

11/02804/1HH Grassways, Newlands Lane, Hitchin, SG4 9BB. Two storey front extension; part single and part two storey side extension; single storey rear "orangery" extension and front extension to existing garage building as variation of planning permission 11/01737/1HH granted 09 September 2011 .Agreed between meetings – no objection.

11/02866/1 Vine Cottage, Maydencroft Lane, Gosmore, Hitchin, SG4 7QB. Replacement 5 bedroom dwelling including self contained annex in roof space and erection of detached double garage following demolition of existing dwelling and garage. Agreed between meetings - no objection.

11/02931/1CAC Vine Cottage, Maydencroft Lane, Gosmore, Hitchin, SG4 7QB. Replacement 5 bedroom dwelling including self contained annex in roof space and erection of detached double garage following demolition of existing dwelling and garage. Agreed between meetings - no objection.

11/02915/1 Kingshott School, Stevenage Road, Hitchin, SG4 7JX. Erection of six number 10m tall Floodlighting Columns with 8 no. Luminaires at the perimeter of an existing games area on School grounds. Agreed between meetings - no objection.

11/02969/1HH Queenborough, London Road, St Ippolyts, Hitchin, SG4 7NE. Two storey side extension. Agreed between meetings - no objection.

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11/03008/1HH Birch Cottage, Hitchin Road, Gosmore, Hitchin, SG4 7QH. Single storey front and part single and part two storey rear extensions. Six solar panels on side elevation. Agreed between meetings - no objection.

11/03082/1HH 20 The Paddock, Hitchin, SG4 9EF. Single storey rear orangery extension. Agreed at meeting - no objection.

Planning appeals

There was none.

12. FINANCE

a) Budget 2012-13

The Clerk emailed all Cllrs the final draft (version 7) 2012-13 budget prior to the meeting. The 2012-13 budget was approved at this meeting. The Clerk would issue the final version to all Cllrs. and add it to the Parish Council website. A copy would be sent to NHDC to request for a precept of £19,000 for 2012-13 which is the same as the previous three years.

Other finances

It was resolved that the accounts for payment amounting to £808.42 be approved.

The following payments were requested and accepted by the Parish Council :-

- a) The sum of £110.00 from Society of Local Council Clerks (SLCC) for 2012 membership.
- b) The sum of £26.39 (incl. £4.40 VAT) from TalkTalk for November Broadband & phone.
- c) The sum of £25.03 (incl. £4.17 VAT) from TalkTalk for December Broadband & phone.

The following receipts were BAC'ed or deposited to the bank :-

- a) VAT repayment from Customs & Excise for the period of 1.6.11 – 30.11.2011 at £843.08.

13. PLAY AREAS, EQUIPMENT & PAVILION VISUAL INSPECTION

The insurance play areas, equipment and Football Pavilion fortnightly visual inspection book was signed at the meeting. No fault was reported.

14. DATES OF MEETINGS

The next meeting will be held on Monday 6th February 2012 at 7:30pm at the School Hall.

Meetings for 2012 are as follows :-

Mondays of 12th March, 16th April (Annual Parish), 14th May (AGM), 11th June, 9th July, 10th September, 8th October and 12th November.

All meetings will be held at St. Ippolyts School Hall. All meetings start at 7:30pm with the exception of the April meeting which starts at 7:15pm.

Any Other Business

There being no further business the Chairman thanked everyone for attending and closed the meeting at 8:50pm.