

WARESIDE PARISH COUNCIL

Minutes of Parish Council Meeting held at 8.00pm on Thursday 19th March 2015 in the Village Hall, Wareside

Present: Lynda Baker (Clerk) (LB), Councillor P Goodman (PG), Councillor R Northcote (RN), Councillor M Ryan (MR) (Chairman), Councillor G Sheraidah (GS)

Present (Part time): District Councillor M Newman (MN)

1. Apologies for absence.

County Councillor R Beeching, Councillor S Richards, Councillor Tony Taylor-Moran and Councillor Emmajane Taylor-Moran.

2. Open Forum

Attended by: Linda Boenke, Bob Boenke, Janine Guillet, Mary Hicks, Mary Wren and Bill Wren.

Bob Boenke (Widbury House Residents Association) requested a status update of our Neighbourhood Plan. He was advised that as it originally would have cost us circa £20,000 to produce, WPC decided against producing one. Members of WPC met with Ware Town Council to see if it was feasible to produce a joint plan, however after meeting it was agreed that it did not seem appropriate to produce a joint plan. Ware Town Council subsequently produced a Neighbourhood Plan but it was rejected at district level. The planning process has now been simplified and the first step in the process is to get Wareside recognized as a neighborhood.

Mary Wren raised issue of increase in dog fouling on pavements and playing fields. Following an in-depth discussion it was agreed to publicize, via Flyers/Posters/Waresider article, the owners legal and public responsibility to pick up after their dog. LB to contact the Environment Health department at EHDC to see if they have further advice/guidelines.

Issue re traffic from B1004 into the village driving far too fast has become a concern for numerous villagers. This is resulting in many parents using their cars to take children to school rather than walking (proposed path to school will hopefully eliminate some of the problem). LB to contact local PCSO to request him/her to check vehicle speeds through the village. MR to contact the Highways department to look into getting a 20mph speed limit or other form of speed restriction installed, and to request that the "Give Way" markings are repainted as these as now practically non-existent.

3. Approval of minutes of parish council meeting held on 15th January 2015.

Approved and signed.

4. Matters arising

a. Litter: Litter picking day to be arranged. EHDC will be contacted to supply Hi-Vis clothing and litter pickers; WPC to supply black bags.

b. Transparency Code for Smaller Authorities: Councillor Sheraidah proposed, seconded by Councillor

Goodman that WPC obtains its own website to publish all items required for compliance to the code, following discussion proposal put to vote and it was agreed unanimously; LB to action the proposal.

5. Reports from members representing the Parish Council on outside organisations and attending meetings on behalf of the Council

a. County Councillors Report: No report received.

b. District Councillor Report: MN reported that there was no significant/major news from the East Hertfordshire District Council (EHDC). MN warned of potential delay in production of the "examination ready" version of the EHDC District Plan which is due Q3/2015. The plan will focus on 3 broad areas for development – North/East Ware, Panshanger (East of Welwyn Garden City) and Gilston (Harlow North).

c. Policing Report: No report received.

6. Village Infrastructure

a. Allotment Association – Following discussion it was proposed by Councillor Northcote, seconded by Councillor Goodman that WPC sub-lease the allotments to the Wareside Allotment Association (WAA) for a period of 10 years and that a peppercorn rent of £1 per annum be charged; proposal put to vote and agreed unanimously. LB to forward copy of leased land map to Councillor Sheridah to enable him to include details of the allotments, this will then be incorporated into the tenancy agreement.

b. Allotments: Discussion undertaken re best way to ensure that the allotments are covered by insurance. It was suggested that the WAA should provide its own insurance with the possibility of WPC providing a grant to assist them, however it was agreed that LB contact Joy Robinette (Hunsdon Parish Council) and Jill Buck (Widford Parish Council) to ask them how they handle the insurance for their allotments in the first instance.

c. Playing Field: Quote received from D Jarrett re maintenance of playing field, Councillor Sheridah is awaiting receipt of a quote from another supplier. LB to investigate who currently maintains other local parish council playing fields.

7. Parish Council Responsibilities

Discussion re assets that WPC is responsible for took place, it was agreed that WPC was responsible for the Allotment/Playing Field leased land, and it was thought that we were responsible for the War Memorial and 4/5 pieces of common land in the village however this needs to be confirmed. Councillor Goodman to contact Hertfordshire County Council to confirm what common land is within the parish and who is responsible for it. Definitive map of Wareside Parish Council to be obtained, thought to be available online; MR to locate.

8. Neighbourhood Plan

Following earlier discussion re District and Neighbourhood Plans it was proposed by Councillor Northcote, seconded by Councillor Sheridah that WPC applies to become a designated neighbourhood area, agreed unanimously. LB to contact Claire Sime to determine the process we need to undertake for this to happen.

9. Planning

07-Jan-2015 - Planning application number 3/14/2285/FP at New Hall Farm, Fanhams Hall Road, Wareside, Herts, SG12 7SD; Granted with conditions

21-Jan-2015 - Planning application number 3/14/2066/LB at Hanley Barn, Fanhams Grange, Fanhams Hall Road, Ware, Hertfordshire, SG12 7PW; Application withdrawn

21-Feb-2015 - Planning application number 3/15/0181/FP at 20 Coanwood Cottages, Wareside, Ware,

SG127RT; Refused

In Progress:

26-Mar-2015 - Planning application number 3/15/0473/LBC at Overhill House, Wareside, Ware, Hertfordshire, SG12 7QX; Comments by 16th April

10. Finance

- a) Grant Applications: Application received from Wareside Church (Holy Trinity) for sum of £864 for the maintenance of the churchyard. Agreement to award grant proposed by Councillor Sheridah and seconded by Councillor Northcote, agreed unanimously.
- b) Spending for approval: Approved by all Councillors present, signed for by Councillor Sheridah and Councillor Ryan.

HAPTC – Training Course (Invoice 1415/165)	£35.00
HAPTC – Training Courses (Invoice 1415/290 and 1415/301)	£70.00
Zurich Municipal – Insurance (Invoice 16925345)	£243.80
Wareside Allotment Association (Refund of membership fees)	£180.00

- c) Accounts Statement: Current Account £10,897.79, Reserve Account £516.20. Councillor Ryan proposed that £5,000 be transferred from current account to the reserve account, seconded by Councillor Northcote, agreed unanimously.
- d) Review effectiveness of internal controls: Draft Financial Regulations were issued, reviewed and agreed with no modifications by all present.

11. Correspondence

BT Payphones Planning Office, February 2015: Information re adopting local phone box; MR to look into possibility of adopting phone box.

NatWest, February 2015: Updates to account terms for foreign currency conversion and clearer explanation of how our information is used by the bank. For information only, no action required.

Jeff Hughes, East Hertfordshire District Council, 16 March 2015: Timescales for nominations for local council elections on 7 May 2015. Process commences 30 March 2015 with publication of notices of election. Candidates then have between that date and 4.00pm on 9 April 2015 to submit their completed nomination papers. LB to issue nomination packs to councilors seeking re-election/election.

Mrs Joan Rowe, 12 Kingham Road: Petition for Bus Shelter and seating for bus stop at end of Kingham Road. Councillors advised that this had been looked at in the past but funds had not been available. This will now be considered again, it is expected that in order to erect a shelter with seating the bus stop will need to be moved and this may require planning permission. Councillor Goodman to contact the Riversmead Housing Association (via Councillor Tony Taylor-Moran) and EHDC to see if they would provide assistance with funding.

12. AOB

- a) Notice board at Babbs Green – Agreed to replace and reposition safely. LB to source and cost with view to approval to purchase at next meeting.
- b) Councillor Sheridah advised the meeting that Riversmead Housing Association had held a meeting with residents re car parking. Wareside Parish Council was not invited to the meeting. Councillor Sheridah to contact Riversmead Housing Association to obtain contact details, subsequently Councillor Ryan to write to them requesting that they invite a representative to future meetings/walkabouts.
- c) Councillor Sheridah has been contacted by resident of 5 Coanwood Cottages re layby being installed in the wrong place. Councillor Sheridah is liaising with EHDC Planning Department to check if application of plan is correct.

- d) LB to contact Councillor Tony Taylor-Moran and Councillor Emmajane Taylor-Moran to ascertain if they intend to seek re-election.
- e) C/F from previous minutes: Letters to Riversmead Housing Association and Howard Cottage Housing Association to be sent requesting financial assistance for the maintenance of Allotments/Playing Field leased land. ET to obtain contact details and draft letters.

**Next meeting Thursday 28th May 2015 following AGM (commences at 8:00pm)
in the Village Hall.**

Meeting closed at 10.55 pm

Signed..... Date.....