



LITTLE BERKHAMSTED PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 17th July 2024 at 7.30pm in the Village Hall in Little Berkhamsted.

Cllrs present: Cllr Morris (Chairman) Cllr Hunter (Vice-Chairman), Cllr Standbrook, Cllr Fellowes, Cllr Eaglestone

Cllrs not present: none

Others present: Parish Clerk – Laura Brooks-Payne, 5 members of the public

- To receive apologies for absence and approve:** Cllr Bob Deering
- To receive declaration of interest and dispensation:**
Cllr Morris for Bridleway number 18, item 10.3
- To approve minutes of the Parish Council Meeting held on Wednesday 15th May 2024:**
Unanimously approved
- Chair Report:**
Cllr Morris thanked Cllrs for his Chairmanship. The PC will concentrate on a couple of main projects this year and will complete those ongoing.

Standing orders suspended to allow members of the public to speak if they wish

- To receive questions and comments from the public:**

A resident advised that she is concerned about the tree heights along the cricket pitch adjacent to their house. This will be discussed in item 10.5. The resident also advised that Apple Day Care staff arrive very early (approx. 7.30am) to the pavilion on their allocated days, though their contract starts at 9.30pm. Cllr Hunter will liaise with Sam Baker regarding the issue. It was also advised that very heavy load vehicles regularly drive through the village. Cllr Morris suggested residents should collect evidence of this over the coming months, including dates, times and photos. Cllr Hunter will add a paragraph to the next newsletter for concerned residents to collect data. Cllr Standbrook suggested a regular working party to count traffic.

Sandie advised that a dog walker was concerned about the increase in larger breeds being off lead on the recreation field. This was discussed by Cllrs. Cllr Standbrook will look at purchasing additional signs for the playground and 'please keep your dogs under control' for the new main recreational field gates. The issue will be reviewed over the coming months.

Standing Orders reinstated from here

- To update on new PC Website:**
Cllr Fellowes advised that Penny Stokes is currently working on the amendments.
- To update on the meeting held to start work on the archive materials:**
Cllr Morris advised that he now has the material. The material is disappointing and duplicated in many instances. Anything of use was presented at the APM in April. Cllr Hunter will ask in the newsletter if any residents have any additional material.

8. HIGHWAYS

8.1 To update on traffic calming implementation:

Cllr Fellowes has received a response from highways indication that no further work will be completed until at least October with a circa cost of £3500 for design of the traffic calming measures. This will be discussed again at the next PC meeting.

9. PLANNING

9.1 To receive & discuss the latest Planning Report circulated by the clerk:

Cllr Morris briefly went through the report, including the enforcements that the Clerk had circulated prior to the meeting. Cllrs agreed to send comments in on the appeal case for Land opposite to West Manor. Cllr Eaglestone will send this to the Clerk.

10. OPEN SPACES

10.1 **To report on playground issues:** none reported.

10.2. **To update on quotes for replacing the field path and improving drainage:**

Cllr Standbrook has circulated the three quotations. Cllrs agreed and unanimously approved to go ahead with the work.

10.3 **To update on the SPF grant application for a new path running from the playground to the Pavilion:** Cllr Standbrook has submitted the quote. The PC will need to contribute 20% of cost. The PC will learn of their success in obtaining the grant in due course.

10.4 **To update on the Modification Order for Bridleway number 18:**

Cllr Morris reported that the Planning Inspector has now been assigned to the case. The Enquiry will be held at Ware Priory, Ware on 10th December 2024. Reference Number for interested residents is ROW/3311608 should they wish to look up the details.

10.5 **To discuss possible refurbishment of the goal mouth on the recreation field:**

Cllr Morris reported that there is a dip in the ground in this area resulting from constant use. It was agreed that when the path is being laid, Cllr Standbrook will speak to the contractor to do some work on the area at the same time.

10.6 **To discuss trees along path obstructing cricket play:** Cllr Hunter reported that she had been asked by the cricketers to trim the trees to enable the screen to be moved there. Cllr Standbrook will assess the problem.

11 PREMISES MANAGEMENT

11.3 **To update on advertising for both venues:**

It was discussed that the venues were advertised on Room Hire websites, Facebook, regularly advertised on Mail Chimp and in the newsletter. The new website will help the advertising too. Sandie Ash kindly agreed to look at other ways of marketing the two buildings.

12 VILLAGE HALL

12.3 **To update on maintenance work carried out:**

Cllr Standbrook reported that the back gate latch and cottage gate need attention. It was agreed that draught excluders will be purchased.

A commercial EPC for the building will cost approximately £650. It was agreed that instead, a notice will be drafted advising users of improvements recently made. Cllr Standbrook will liaise with the builder.

- 12.4 **To update on the issue with the Limes boiler flue:**
Cllr Morris advised that the Clerk has received an email that an extender is not possible on the current flue and other options are being investigated. The neighbour is prepared to contribute to the repair cost to the village hall wall when the problem has been rectified.

13 CRICKET AND COMMUNITY PAVILION (C&C Pavilion)

- 13.3 **To receive latest report on the C & C Pavilion:**
Cllr Hunter reported that the gutter has been repaired. Friday club is still well attended.
- 13.4 **To update on maintenance work that has been carried out:** None reported
- 13.5 **To discuss the offer from EHDC re Climate change & sustainability project:**
Cllr Standbrook advised quotes will need to be sought and details re the project looked into further.
- 13.6 **To discuss vandalism on the field:**
Cllr Hunter reported that the picnic tables and table tennis table have been moved/thrown around by vandals recently. It has also been noted that illegal substances are being used in the area. Cllr Morris will liaise with our rural PCSO's to attend late at night to patrol the area and to ask advice as to what can be done to stop this.
- 13.7 **To update on the painting the exterior of the pavilion & cricket sponsorship signage:**
Cllr Morris advised that the Cricket Club have secured sponsorships and have asked the PC if they could advertise the companies on the days that they play. Cllrs unanimously agreed.
- 13.8 **To discuss overgrown trees along path edge:** Discussed in item 5

14 FINANCE

It was discussed and agreed to purchase two additional union flags for the flagpole. The existing one is very worn. The clerk will order these.

- 14.1 **To approve the financial statement and payment of accounts:**
The Clerk had circulated the latest accounts prior to the meeting, these were unanimously approved and signed.
- 14.2 **To agree donation to CAB (£150):** The Clerk advised that as per a previous meeting, this has been paid – this was unanimously approved.
- 14.3 **To agree and approve the quote submitted to obtain the grant for the path to the pavilion:** Unanimously approved.
- 14.4 **To agree and approve purchase of bluetooth speaker for D-Day event (£90):**
Unanimously approved. Cllr Hunter will store it in the pavilion.
- 15 **To agree and approve to Co-Opt Zoe Cookson onto the Parish Council as Councillor:**
The Clerk explained that Zoe was present at the meeting and that Cllrs could co-opt Zoe as Cllr should they wish to do so. Zoe was unanimously co-opted onto the Parish and warmly welcomed. The Clerk will be in touch with Cllr Cookson with the next steps.
- 16 **To approve the date of the next Parish Council meeting, Wednesday 18th September 2024:** date approved.
17. **To close the meeting:** The meeting was closed at 9.06pm by Cllr Morris.

DRAFT