

UNAPPROVED DRAFT#1



**Minutes of the High Wych Ordinary Parish Council Meeting
Wednesday 17th November 2021
8pm in Allen's Green Village Hall**

Clr Tom Payne (TP)*

Clr John Andreotti (JA)

Clr Gareth Emanuel (GE)

* *Denotes present*

Clr Keith Jordan (KJ)*

Clr David Smith (DS)*

Clr Stacey Butcher (BS)

Clr Heather Nardone (HN)*

Four members of the public

Clerk: Colin Marks, Clerk to the Parish Council

The Chairman opened the meeting at 8pm.

ACTION

21.084 Apologies for absence

1. Councillors: Clr Gareth Emanuel; Clr Stacey Butcher (both unwell): **Accepted**
2. Others: District Clr Ian Devonshire; County Clr Eric Buckmaster

21.085 Declarations of Interest and requests for dispensations

1. **Interests:** None
2. **Dispensation requests:** None received

21.086 Approval of Minutes

RESOLVED: to approve the Minutes of the Parish Council Meeting held on 15th September 2021 as drafted. The Chairman signed the Minutes.

Clerk

Suspension of meeting for public comments

The meeting was suspended at 8.10pm

A member of the High Wych Village Hall Committee asked if the £1,000 grant made by the Parish Council for the car park could be used instead to refurbish the Village Hall? The car park resurfacing costs have mushroomed and there is currently a shortfall of about £5k. The Parish Council said it was in agreement with the change of use of the grant.

The VH Management Committee was also asked to invoice the Parish Council for use of the facility for Council meetings.

The meeting was reconvened at 8.20pm

21.087 Chairman's announcements

The Chairman had no announcements.

21.088 East Herts Rural Police Safer Neighbourhood Team (SNT)

No report was provided by the police.

21.089 Reports by County and District Councillors

In County Clr Eric Buckmaster's absence, the Chairman gave a summary of his report (full report reproduced as an appendix to these Minutes).

District Clr Ian Devonshire did not submit a report for the meeting.

21.090 Planning

1. New Applications:

2. Decision Notices. As detailed in Appendix A below – for information only

3. Other planning matters, including items received too late for the agenda

1. Late planning applications: None

UNAPPROVED DRAFT #1

2. The consultation on the Gilston Development was noted. Chairman Tom Payne to respond.

TP

21.091 Finance

1. Treasurer's Report 2020-21 Accounts for 17th November 2021

The account balances as at 9th November

Current Account balance	£ 631.61	
Deposit Account balance	£ 17,475.00	
Petty cash	£ 0.00	
Total	£ 18,106.61	

Accounts Reconciliation as at 09/11/2021

	Current Account	Deposit Account	Total
Actual bank balances	£ 631.61	£ 17,475.00	£ 18,106.61
Balance as per books			£ 18,106.61
Difference			£0.00
Cheques to pay in			£0.00
Scheduled payments (HMRC)			£0.00

The General Reserve at the end of the year is expected to be £4,890.

A new Section 106 request form has been received and prepared in advance of the quotes for the work.

The hedge cutting at the Allotments and Playing Fields has been completed and paid for.

The invoice for the work on the trees in the Car Park and Playing Fields has been paid.

The grant to Stansted Airport Watch (Stop Stansted Expansion) has been made.

As discussed at the previous meeting, a request has been made to EHDC for the New Homes Bonus.

VAT has been recovered up to the 30th of September

Access to the HWPC Accounts file for the Clerk to be set up via Dropbox – remains outstanding. May be set up using One Drive instead.

DS/Clerk

Unanimously **RESOLVED: to approve the Treasurer's Accounts Report and Bank Reconciliation as at 9th November 2021.**

Summary of transactions since the September meeting – as per Recent Transactions Lists below:

2. Payments (gross) All expenditure made under The General Power of Competence

	Value	VAT incl
Euroloos Ltd – toilet hire for Picnic in the Park	114.00	19.00
Clerk Mileage	10.80	
Clerk Telephone and Home working	11.00	
Clerk stationery (printer ink)	75.52	12.59
Color-Board: Hedge cutting playing fields	180.00	30.00
Color-Board: Hedge cutting allotments	168.00	28.00
Philip Knott: Grass cutting	270.00	
Poppy wreath: Poppy Shop (D Smith reimburse)	19.99	3.00
Clerk: Salary September	220.60	
Post Office subsidy: HWMH	87.50	
JW Salmon: tree works (car park)	1500.00	
JW Salmon: tree works (Playing Fields)	800.00	
Color-Board: Litter Picking September	96.00	16.00
HMRC: PAYE September	55.00	
Stansted Airport Watch: Donation	100.00	
Clerk: Salary October	220.40	

UNAPPROVED DRAFT #1

Color-Board: Litter Picking October	96.00	16.00
HMRC: PAYE October	55.20	
Total (gross)	£ 4,080.01	
VAT included To be reclaimed under VAT Act 1994 (1), (3)		£ 124.59
HMRC: VAT reclaimed	77.34	

Unanimously **RESOLVED: to approve all payments as per the Treasurer's report, including the Clerk's expenses**

DS/Clerk

3. Draft budget for 2022/23

The budget for the next financial year needs to be finalised by January 2022.

Items identified already are:

- Potential increase for cutting the grass on the High Wych Playing Fields and Allen's Green of 10%. The charge has been constant for 4 years;
- The New Homes Bonus will not be included;
- The rent for the Allotments to remain unchanged;
- The HAPTC/NALC fee will reduce from £419.13 to £413.32;
- The costs for the Clerk are expected to increase by 3%.

4. High Wych Lane fencing

Quotes and options were provided by Cllr Heather Nardone. It was agreed to provide more photos and to look further into these at the January Council meeting, including considering the impact on the 2022/23 budget.

HN

21.092

1. Highways

1. Pavement parking in High Wych Lane: The problem remains ongoing
2. Overgrown hedges, update: The Manor of Groves has undertaken to trim back its hedge on Bakers Lane, but that has not yet been done.
3. Speeding issues and temporary lifting of weight restrictions on High Wych Lane: The were noted, and that HCC has advised of new closures from 17th November.
4. Winter salt provision by HCC. Update: Salt ordered but not yet delivered.

TP/DS

Clerk

Clerk

Clerk

2. Footpaths and other Public Rights of Way (PRoW)

1. Modification Order for footpath near Broadfields, recording the continuation of the Footpath to the Public Rights of Way map: ongoing
2. Footpath Broadfields to High Wych Lane: Cllr Dave Smith reported he had received a ball-park quote of £21k for re-laying the path. Whether owned by Clarion Housing yet to be confirmed, with a view to getting it re-surfaced. Cllr Dave Smith to see if Gavin-Harbour-Cooper of HCC can clarify.

TP

DS

3. Other Parish Matters

1. High Wych Memorial Hall and car park

1. Ongoing car park issues continue.

JA

2. Litter bin adjacent to bus shelter. No update information available.

DS

3. Commemorative Village sign. Planning has been approved and the post has been ordered. It is hoped that an opening ceremony can be arranged for the first quarter of 2022.

DS

4. QEII Platinum Jubilee "Queen's Green Canopy" initiative.

Cllr Tom Payne said the (free) saplings had not yet been ordered. Appropriate areas for planting are being considered. It was agreed that trees should not block open vistas and should not be near the play area so as to avoid potential slip risks being caused by fallen leaves.

TP

5. Repairs to black wooden Playing Field gate

Concerns were raised about the safety of this gate which is being used by children to climb on and to try and push it over. Consequently its joints are becoming loose and it may become dangerous. There was considerable debate on the best way to deal with this, one suggestion being to put a notice on the gate that it is not to be climbed on and that would then add weight to anyone asking children to desist from the practice. The

UNAPPROVED DRAFT #1

Chairman said he would have a look at the gate to assess whether it poses any danger. It was also pointed out that the gate could be replaced in the new play area proposals.

TP

6. Manor of Groves Golf Club

A concern had been raised that the Manor of Groves Golf Club is having to relocate its 7th hole due to some safety concerns. The Parish Council adjudged this matter to be outside its jurisdiction and therefore could not be considered.

7. Community recognition ideas.

Deferred from the September meeting, Cllr Dave Smith reported that the matter has already been covered by an award being presented at South Mill, Bishop's Stortford on 18th November.

Parishioners from Allen's Green raised an issue about noisy rooks in trees at the end of the Green and it was questioned whether the land is registered and who owns it. The Clerk said if could be sent a map identifying the plot of land in question, he would see try to find out.

Clerk

21.093

1. Playing Fields and buildings

1. Harlow Theatre Company update

1. Development work is ongoing.

DS

2. Lease renewal. It was hoped that the new lease could be available for signing in the next week or so.

DS/Clerk

2. Play area: A new application for the S106 money has been made as required by EHC.

DS/KJ

3. Annual Play Area inspection: The RPII was not undertaken in July as had been supposed. It was agreed to leave it for this year.

It was agreed to check on the monthly inspection arrangements.

DS

4. Trustee appointments for the High Wych and Allen's Green charities: With Cllr Tom Payne and the Charity Commission.

TP

2. Allotments

Cllr Dave Smith reported that the hedge trimming has been undertaken by the Parish Council, but in future the annual hedge maintenance responsibility will fall to allotment tenants.

DS

21.094

Additional dog bins

It was agreed that these are not necessary and the item should be removed from future agendas.

Clerk

21.095

Correspondence: The list of correspondence was noted as it appeared on the Agenda:

- Parishioner: Speeding traffic and lifting of weight restrictions on High Wych Lane (21.092.1.3)

21.096

Late items and Items for future agendas

1. Late items: None

2. Future agendas:

- Hedge/fencing at KGV Playing Field – January (Cllr Heather Nardone)

HN

- Potential locations for QEII Jubilee trees - January

TP

- To agree for someone to take on updating and adding parish information to the website.

21.097

Date and venue of next Meeting

1. Calendar of Meetings 2022: *Draft approved*

Clerk

2. Next Council meeting: Wednesday 19th January 2022 at 8pm in High Wych Memorial Hall. Cllr Dave Smith to confirm availability of the hall.

Clerk
DS

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 10.18pm.

Signed.....

APPENDIX A

UNAPPROVED DRAFT #1

21.090.2 21.090.2 PLANNING DECISION NOTICES for information only as at 11th November

3/21/1946/LBC Vine Cottage, High Wych Lane: Repair works following fire	GRANTED
3/21/1116/FUL Village sign: Erection of sign at Broadfields/High Wych Road	GRANTED
3/21/1220/HH & 1221/LBC: 1 Tharbies Barns: Single storey rear extension	RECONSULTATION
3/20/0811/LBC Crumps Farm: Extension to existing garage building	GRANTED
3/20/0816/LBC Crumps Farm: Change of agricultural use to B1 workshop	GRANTED
3/21/2125/HH Templewood, High Wych Lane: Single storey rear extension.	REFUSED
3/20/0632/FUL Crumps Farm: Extension to existing garage building	REFUSED
3/20/0633/FUL Crumps Farm: Change of agricultural use to B1 workshop	REFUSED
3/21/2492/HH 4 Trimmis Green: Demolish rear extension and build replacement	Awaited
3/21/1944/FUL Pole Hole Farm: Re-clad building, add windows	Awaited
3/21/1918/HH Andor, Slough Road: Remove conservatory; add 2-storey rear extension	Awaited
3/21/1783/HH Wychways, High Wych Lane: Raise roof ridge	Awaited
3/21/1400/FUL Sayes Park Farm: Change of use – barns to residential	Awaited
3/21/0824/FUL Land at Leaky Cauldron Corner: Erect 4 No. 4-bed dwellings	Awaited
3/21/0360/HH Sacombs Ash, Allens Green: Alterations to Grade II Listed building	Awaited
3/21/0361/LBC Sacombs Ash, Allens Green: Alterations to Grade II Listed building	Awaited
3/20/1665/HH Sweetdews Barn	APPEALED Ref 00003/REFUSE
3/19/1046/FUL Land adj to Fifth Avenue: Eastwick crossing and associated works	DMC16/11
E/19/0479/ENF Bonneys Row: Enforcement investigation	Unknown

APPENDIX B

County report for Nov 2021

Construction work has officially started at the new site for The Bishop's Stortford High School in Whittington Way, ahead of the school's move from its current London Road site in Spring 2023. Representatives from the school, Hertfordshire County Council, and local councillors gathered at the site to celebrate the start of construction works, which are being carried out by the county council's contractor, ISG.

The move will see the secondary school relocate to a new, expanded site where it can offer additional places in a modern environment, with further potential to expand in the future to support the proposed scale of new housing growth within the area.

The development of the new school is being funded by the sale of its current site for housing, as well as a £11.2m grant from the Department for Education (DfE) and funding from Hertfordshire County Council. The new school buildings are expected to open in Spring 2023.

Review of the Library Service Cabinet agreed to:

- cease the transfer of Hertfordshire Library Service to Libraries for Life and for the Library Service to remain in-house with Hertfordshire County Council at this time; and
- commence the development of new Library Service Strategy in 2022/23, to ensure the Service is best placed to thrive and support Hertfordshire residents and communities over the next ten years.

The county council will start developing a new 10 year Library Service Strategy next year. This will build on the current Inspiring Library Strategy 2014-2024, that went on to see over £6m of capital invested in buildings and an estimated £500,000 in technology projects across the county.

Libraries and Lateral Flow test collection. Nine libraries across Hertfordshire have offered assistance to Hertfordshire's Public Health team, by becoming collection points for Lateral Flow Tests (LFT) in their local communities. The libraries which will act as collection points are Baldock, Bishop's Stortford, Hatfield, Hemel Hempstead, Hoddesdon, Oxhey, Rickmansworth, Stevenage, and Watford. They will help ensure as many residents as possible have access to these home test kits, and can stay safe and well this winter.

Electric and zero emission equipment to carry out resurfacing and repairs.

In its ongoing mission to create a cleaner, greener and healthier environment, the county council is trialling all-electric sites, with both plant vehicles and worker facilities powered by electricity. The first local authority in southern England to trial such projects, the footpath reconstruction

UNAPPROVED DRAFT #1

sites in Letchworth and Stevenage will use electric and zero emission equipment to carry out resurfacing and repairs.

In collaboration with infrastructure partner Ringway, the county council is using an electric mini-excavator, a breaker and a disc cutter, together with a zero-emission staff welfare unit, on sites in Stevenage (The Willows) and Letchworth (Rookes Close).

The sites will help create a healthier environment for both residents and staff, with significant reductions in carbon emissions, improvements in air quality and lower levels of noise pollution.

The trial will enable the county council to establish the cost and practicality of using electric equipment and is part of its overall commitment to the Sustainable Hertfordshire Strategy and Action Plan, specifically to be net zero in its operations by 2030 and a net zero county by 2050. It is part of a wider measurement by the council of the amount of carbon in the products and services that are bought and the development of a strategy to reduce these emissions.

The trial will also look at whether electric equipment and vehicles perform just as well as their fuel-powered counterparts, and benefit from being quieter and less polluting for the workforce who work from a spacious, energy-efficient staff welfare unit, including a rest room, toilets and dry room.

Countryside Rights of Way. CROW does a lot of work county wide working with partner authorities to enhance valuable green spaces and Rights of Way, encouraging volunteers, promoting Health Walks, planting wildflower areas, and working with 'Friends' Groups. I recently visited a working party in Pishiobury Park in Sawbridgeworth to see some coppicing work to allow some light into a wooded area to encourage wildflower growth. From the coppiced wood they created natural cages which would encourage wildlife to chew on them rather than the living trees.

The process for applying to primary, junior and middle schools in Hertfordshire opened on Monday 1 November. The easiest way to apply for a school place for September 2022 is to visit www.hertfordshire.gov.uk/admissions and complete the online application form.

Last year, 99 per cent of parents applied this way and found the system quick, easy and secure. Online applications can be amended at any time before the closing date and you can access your school offer before allocation letters are received and accept your school allocation online. The closing date for Under 11s applications is Saturday 15 January 2022 and it is vital that parents make their applications on time.

All the information you need about the Under 11s process is available at www.hertfordshire.gov.uk/admissions

Hertfordshire County Council Services for Young People is undertaking its second annual countywide survey in November and December to find out what young people think about some of the services available to them and the issues that affect them. The survey is for all young people aged 11-17 living or attending school / college in the county. An easy-to-read version for young people with learning difficulties and disabilities is available for those aged up to 25. The survey aims to capture the voices of young people across Hertfordshire, using their views to help ensure that we and our partners deliver valuable, inclusive, and relevant services and activities for them.

The survey will be circulated to all secondary schools, education support centres and colleges and will be promoted across social media platforms.

The survey opens on the 1 November and closes on 17 December.

If you know a young person aged 11-17, or up to 25 if they have a special educational need, please encourage them to complete the survey through their school or youth group, by accessing the link through Services for Young People social media platforms, or by emailing sfyp@hertfordshire.gov.uk

Hertfordshire County Council's school counselling and mentoring programme, Safe Space, celebrates its 20-year anniversary this month. Counselling in schools was first introduced by the county council to provide high quality mental health support services to young people in 23 secondary schools in the county. The service grew and currently provides support in 250 primary and secondary schools.

Pupil counselling and mentoring services originally started as two separate pilot schemes in 2001 but merged into Safe Space in 2012. The mentoring side of the programme has steadily grown too and now there are 80 volunteer mentors who provide support across the whole of the county for young people aged 11-19 (25 if they have a learning disability or are a care-leaver).

UK Community Renewal Fund,

UNAPPROVED DRAFT #1

All five Hertfordshire bids for Community Renewal Fund were successful.

Hertfordshire County Council and Hertfordshire Local Enterprise Partnership have issued this joint statement.

This £3.26m funding will deliver a raft of measures to support people and communities most in need by piloting programmes and new approaches to drive innovation and productivity, champion local business and create employment opportunities within our key sectors.

Hertfordshire's successful bids are:

Building Back Better: Inclusive business support delivery for SME business support £612,993

Community Wealth Building Together £715,673

Driving creative innovation and culture-led regeneration through the film industry £844,795

Hertfordshire Opportunity Generator £524,233

STEM City £565,175

Hertfordshire County Council has set out an ambitious vision to improve bus services across the county .In response to the National Bus strategy, the county council has published its own Bus Service Improvement Plan.

The plan outlines the county council's vision and what needs to happen to achieve this and forms a key element of the authority's bid for a huge £84 million of additional funding.

A county-wide review and passenger survey conducted over the summer of 2021 identified a number of key areas for improvement, such as greater bus frequencies, simpler fares and ticketing, more real time information, and transport that gets you to places you need to go.

Further work will be conducted over the coming months to develop ideas in key areas, such as rail/bus integration, decarbonising the bus fleet and improving accessibility across the bus network.

The council has fully embraced the national bus agenda being the first local authority to introduce an Enhanced Partnership in 2020 and ensuring greater collaboration with local bus operators. In September 2021 it introduced HertsLynx, a demand responsive service in North and East Hertfordshire, following a successful bid to the Rural Mobility Fund that secured over £1 million in funding. Overnight, HertsLynx gave access to high quality public transport for residents in some villages who may not have had a regular bus service for several years.

Hertfordshire Young People's Awards 2021

More than 70 young people from across Hertfordshire were recognised for their outstanding achievements at the Hertfordshire County Council Services for Young People Awards, which took place in events across the county during National Youth Work Week (1 – 7 November).

This year, National Youth Work Week is celebrating the Champions of Youth Work – both the fantastic Youth Workers and the young people who inspire Youth Workers to do great work.

Young people who received awards were nominated by their Youth Workers and Personal Adviser for demonstrating determination, resilience, compassion, confidence and motivation.

Many have shown real persistence in working on their skills and knowledge in order to overcome their own personal barriers.

New Grange Paddocks now open

On 23rd October we formally attended the opening of the new Grange Paddocks Leisure Centre in Bishops Stortford along with Olympic Medalist and presenter Colin Jackson. The centre includes 25mtr pool, 20mtr training pool and confidence pool along with fitness suites and studios, spacious changing areas, and separate changing for outdoor sports, plus café. Next stages this month will be the demolition of the old centre. A planning application will be presented for a 3G pitch to go on the site. The upgrade of Hartham Leisure Centre in Hertford is ongoing.

Sustainable Hertfordshire Central Fund

The purpose of the Sustainable Hertfordshire fund is to provide support to the delivery of the Action Plan and the nine central ambitions of the Strategy. The central fund was confirmed as £10 million over a four-year period from April 2021 to deliver capital programmes. An additional £2 million was allocated for revenue expenditure to support in the delivery of the Sustainable Hertfordshire Strategy. Available from April 2021, this fund will be available for a two-year period or until it has been fully spent. The project bids that have been approved are:

1) Net Zero Carbon Schools – MACE Consultancy - Commissioning of the consultancy to support the delivery of a feasibility study, establishing the strategic approach and implementation programme to deliver carbon neutral primary schools by 2030.

UNAPPROVED DRAFT#1

2) HCC Property Waste Audit - Conduct an audit on the provision of waste management services at approximately 200 County Council properties. The results of the audit will provide the opportunity to improve the environmental sustainability of the current waste operations.

3) Queen's Green Canopy Funding to help Hertfordshire County Council lead, enable and inspire tree planting for the national Queens Green Canopy Project. This funding will deliver planting on HCC office sites, highways land and schools. Funding is also being allocated to deliver planting on other land – via District/Borough Councils, Town and Parish Councils, non HCC schools and community groups.

4) Air Quality Monitoring Software - Funding to procure mapping software services to help map, monitor and therefore predict the air quality across the county. This data will help target and inform specific campaigns.

5) Waste Disposal Authority Carbon Baseline - Commissioning of a consultancy service to develop the Carbon Baseline for the WDA and present options and opportunities for reducing the carbon emissions from this service.

6) Countywide Biodiversity Baseline Commissioning of a consultancy service to develop the baseline of the countywide biodiversity level and provide insights into how to increase this. This project is being delivered via the Hertfordshire Climate Change and Sustainability Partnership.

7) Highways Hedgerow Replacement - Funding to increase planting on Highways land and deliver hedgerow replacement over a three year period.

8) Hertfordshire Sustainable Periods - Co-Funded project with WasteAware, Herts Waste Partnership and Public Health to provide 180 Sustainable Period Ambassadors with training and sample packs for re-usable period products in schools across Hertfordshire.

9) Rural Estates Strategic Review - Funding to deliver the full review of the Rural Estates Improvement Plan aimed at identifying locations which can help with the successful delivery of the nine strategic ambitions.

10) COP26 - Funding to deliver a series of events across Hertfordshire to link in with the UN Climate Conference (COP26) event happening in Glasgow. Events will include an Eco Fair in November, a Youth COP in January 2022 and further engagement in Spring 2022.

11) Expansion of the Schools Energy project Funding to deliver low-cost, energy saving measures and LED lighting upgrades to all schools across Hertfordshire over the next two years.

12) Sustainable Hertfordshire Crowdfund Platform Funding to run a pilot project via the existing Crowdfund platform. This funding will be available to external groups and is aimed at getting local communities engaged in the successful delivery of the 'enable and inspire' strategic ambitions. Projects will be assessed as suitable by HCC staff and initial funds will need to be raised by the external group before HCC commits any financial support.

13) Climate Change Risk Assessment - Funding to support the commissioning of consultancy services to provide an updated climate change risk assessment for the organisation.

14) HCC Carbon Baseline Review and Reduction Trajectory, HCC Carbon Budget Setting and Countywide Carbon Emissions reduction strategy - Funding to support the ongoing consultancy service to provide a detailed trajectory for HCC to identify carbon reduction measures and set a carbon budget. Expansion of the HCC work to include countywide emissions, engagement with HCCSP, businesses and residents and to identify reduction measures – including comms campaigns.

Public Sector Decarbonisation Scheme Works Programme update

Hertfordshire County Council is progressing the Department for Business, Energy and Industrial Strategy (BEIS), (via Salix) funded works to decarbonise the schools and non-schools' estate. The £23.5 million in successful grant funding will be used to deliver works such as the installation of air source heat pumps and solar panels across 149 selected sites. As of the 21st of October, we have completed the following works programmes:

- 48 sites with installed solar panels
- 8 sites with cavity wall insulation
- 3 sites with full double glazing

All other works programmes are currently on track to be completed by the end of March 2022. This will deliver significant energy savings across the proposed sites, contributing to County

UNAPPROVED DRAFT#1

Council's ambition of establishing a net zero carbon organisation by 2030.

Cllr Eric Buckmaster, November 2021

COUNCILLOR ACTIONS ARISING

Cllr David Smith

- Make payments as approved
- Continue to follow up Section 106 funds for play area
- FP Broadfields to High Wych Lane: check if Clarion own it
- HTC ongoing liaison and lease renewal
- Check arrangement for monthly safety checks on play equipment

Cllr Tom Payne*

- QEII Jubilee tree initiative: quantity and location suggestions
- Liaise with Sam Clark on Modification order for footpath and adoption of FP from Broadfields to High Wych being adopted by HCC
- Look into HW and AG trustee positions and status
- New play equipment Working Group
- Check safety of black PF wooden gate
- Gilston consultation

Cllr John Andreotti*

- Continue to monitor Highways parking issues
- Car park matters
- New play equipment Working Group

Cllr Stacey Butcher*

- New play equipment Working Group
- Consider forming a working group to look at how to resolve school parking issues

Cllr Keith Jordan*

- New play equipment Working Group
- follow up Section 106 funds for play area

Cllr Heather Nardone*

- Further report for Playing Field hedge and fence
- Join the New play equipment Working Group

*Cllrs Tom Payne, John Andreotti, Stacey Butcher, Keith Jordan and Heather Nardone under delegated powers granted to the Clerk: Taking forward the new play area proposals.

Clerk

- Send planning comments as agreed
- Governance document updates and revisions and new Code of Conduct – ongoing
- Write to MOG re cutting overgrown hedge, Bakers Lane
- Check ownership of plot of land in Allen's Green (once location is accurately identified)