

UNAPPROVED DRAFT1



**Minutes of the High Wych Ordinary Parish Council Meeting
Wednesday 16th March 2022
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)

Present: Clr Eric Buckmaster and four members of the public

Clerk: Colin Marks, Clerk to the Parish Council

The Council being quorate, the Chairman opened the meeting at 8.10pm.

ACTION

22.015 Apologies for absence

1. Councillors: Clr Gareth Emanuel (holiday); Clr Stacey Butcher (family commitment); Clr Heather Nardone (unwell): **All Accepted.**
2. Others: District Clr Ian Devonshire; PC Shelly Marshall

22.016 Declarations of Interest and requests for dispensations

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

22.020 Reports by County and District Councillors

Brought forward from later on the agenda

District Clr Ian Devonshire: no report

County Clr Eric Buckmaster: Clr Buckmaster gave a summary of his March written report – the full report is included in these Minutes as Appendix B.

22.017 Approval of Minutes

RESOLVED: to approve the Minutes of the Parish Council Meeting held on 19th January 2021 as drafted. The Chairman signed the Minutes.

Clerk

Suspension of meeting for public comments

The Allen's Green Village Hall Committee gave a vote of thanks to the Parish Council for funding the Village Hall refurbishment

22.018 Chairman's announcements

The Chairman had no announcements.

22.019 East Herts Rural Police Safer Neighbourhood Team (SNT)

The Chairman read the following police report:

Apologies for non-attendance, please accept this written report from the local safer neighbourhood team.

Crime remains low, in terms of volume crime since the last report on 19th January there has been one burglary dwelling and one theft from motor vehicle offence in High Wych.

The current priority which ends this week has been road safety and has been very well received. The team have conducted various partnership patrols with EHDC, speed enforcement (which was predominantly in High Wych) and joint working with HFRS and Leventhorpe School.

The new priority will be set during the priority setting forum on Thursday 17th March.

We are continuing to work with both Taylor Wimpy and David Wilson on their site security following several thefts from the building sites.

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Mini Police with year 5 at High Wych School is commencing on Thursday 28th April, and we will be running a five-week programme covering a range of topics including anti-social behaviour, road and personal safety and bullying.

22.021 Planning

1. New Applications:

3/22/0199/HH Elms, Slough Road: Detached car port. **RESOLVED: No comments** Clerk

3/22/0446/HH 4 Trimms Green: Demolish rear extension and replace with new; remove garage. **RESOLVED: No comments** Clerk

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. None

22.022 Finance

1. Treasurer's Report 2020-21 Accounts for 16th March 2022

DS/Clerk

The account balances as at 9th March

Current Account balance	£ 927.59	
Deposit Account balance	£ 14,000.00	
Petty cash	£ 0.00	
Total	£ 14,927.59	

Accounts Reconciliation as at 09/03/2022

	Current Account	Deposit Account	Total
Actual bank balances	£927.59	£ 14,000.00	£ 14,927.59
Balance as per books			£ 14,927.59
Difference			£0.00
Cheques to pay in			£0.00
Scheduled payments			£0.00

The General Reserve at the end of the year is expected to be £5,507.19 and the other reserves have been rolled over into the 2022-2023 accounts

It has now been established that the New Homes Bonus doesn't exist in the same way and has been replaced by Grant Requests which have to be applied for when the specific work is costed fully. Consequently, we will not be receiving funds in this way for 2021-2022. Consideration to be given to applying for a grant for work in the Playing Fields which cannot be requested under the terms of the Section 106 request.

The annual grant of £100 has been made to Essex and Herts Air Ambulance as per the budget.

Budget for 2022-2023 provided based on the decisions taken in January.

Unanimously **RESOLVED: to approve the Treasurer's Accounts Report and Bank Reconciliation as at 9th March 2022**

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

	Value	VAT incl
Clerk: Mileage	10.80	
Clerk: telephone and home working allowance	11.00	
Clerk: reimburse printer cable	4.99	
TEEC: Website	151.19	25.20
Lenham Oak: Post for village sign	720.00	120.00
Lenham Oak: Post for village sign REFUND	-720.00	-120.00
Clerk: salary January	224.91	
Color-Board: Litter picking January	96.00	16.00
HWMH: Hall hire	12.00	
HMRC: PAYE January	55.20	
Clerk: salary February	224.71	
Color-Board: Litter picking February	96.00	16.00

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HWMH: Hall hire 3 February	12.00	
HMRC: PAYE February	57.40	
Thirsk Winton: HTC lease	366.00	50.00
Essex & Herts Air Ambulance: donation	100.00	
Total (gross)	£ 1,422.20	
VAT included <i>To be reclaimed under VAT Act 1994 (1), (3)</i>		£ 107.20

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

- 3. **Kelgrove Wells:** demand for settlement re fence damage.
There is no evidence of neglect and the Parish Council does not accept any liability.
RESOLVED: that the Clerk write to simply acknowledge receipt of the letter. DS/Clerk
- 4. **Additional quotes for High Wych Lane fencing.** No quotes received. Clerk
- 4. **Additional quotes for High Wych Lane fencing.** No quotes received. HN

22.023

1. Highways

- 1. Pavement parking in High Wych Lane. No new issues reported.
- 2. Overgrown hedges, update: The Manor of Groves has not yet fulfilled its undertaking to trim back its hedge on Bakers Lane. To be chased up again. Clerk
- 3. New yellow salt bin: The necessity, location and colour were questioned by Cllr Heather Nardone. In her absence, it was agreed to defer to the May meeting. HN
- 4. Road closure notices: High Wych Lane/Beanfield Road, Order 2022 was noted.

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 with Cllr Tom Payne. TP
- 2. Footpath Broadfields to High Wych Lane: Ongoing with Cllr Tom Payne. TP

3. Other Parish Matters

- 1. **High Wych Memorial Hall and car park**
Cllr Dave Smith reported: that there was a successful Music Night in January and there is a Race night scheduled for the 9th of April. DS

2. Bus shelter

- 1. Still no updates from EHDC regarding the replacement of the bin by the Bus Shelter. No refurbishment update received - with Cllr Heather Nardone. DS
HN

3. Commemorative Village sign

- Cllr Dave Smith reported: Awaiting 20 years lease for the 4 square metres of land from EHDC. The wooden post was received but was not as per the specification. A full refund has been obtained and a local company is being sought to modify the post. The EHDC lease will be for a peppercorn. DS

4. QEII Platinum Jubilee

- 1. "Queen's Green Canopy" initiative. Cllr Tom Payne to get feedback through village facebook on potential locations for trees. EHC grants available up to £350 for trees and related planting costs. Clerk to send information to Cllr Tom Payne. TP
Clerk/TP
- 2. Jubilee celebrations: The High Wych Community Volunteers are planning to hold a celebration event on the King George V Playing Fields on Sunday the 5th of June. It was confirmed that the Parish Council will consider supporting community celebrations if community groups apply for a grant, subject to the grants budget limit.

5. Railings by the zebra crossing

- Report on maintenance costs being explored by Cllr Heather Nardone. HN

Other matters: Reported by Cllr Dave Smith

Scarecrow Festival 2022: First planning meeting held on the 11th March.

22.024

1. Playing Fields and buildings

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1. **Harlow Theatre Company** update
 1. Some refurbishment work is ongoing and has yet to be completed .
 2. Lease renewal: A new 5 year lease has been drawn up and was signed before this evening's meeting by the Clerk and Barry Bowen. To be returned to the solicitor for final signing off. DS/Clerk
 2. **Play area**
 1. New equipment and S106 funding: Cllr Keith Jordan reported that appointments have been made in the coming week with four play area companies. He will draw up the shortlist. KJ
 2. Minutes of the Playing Fields Working Group Meeting on 2nd February were received and noted.
 3. Monthly Play Area inspections: A quote from Broadfield Leisure was received. The value of paying £65 per month (ex VAT) was questioned and it was agreed to 1) check with our insurance company whether a monthly check is an insurance requirement and 2) ask potential new equipment suppliers what checks they provide as part of a service agreement. Clerk
DS
KJ
 4. Annual RPII inspection: The Clerk confirmed that EHDC has not yet sent out the invitations for Parish Council's to participate. Clerk
 3. **Black wooden gate**
 1. Update on refurbishment: No report received from Cllr Heather Nardone. HN
 2. Chain link fencing quote: It was believed that this has been ordered by Cllr Heather Nardone; the Clerk confirmed that an official order has not been raised. HN
 4. **Allen's Green Playing Field Charitable Trust:** It was confirmed that the Annual Returns for both the Allen's Green and High Wych Playing Field trusts have been filed with the Charity Commission. TP/JA
2. **Allotments**
Cllr Dave Smith reported that all plots have now been allocated. DS
- 22.025 **Correspondence:** The list of correspondence was noted as it appeared on the Agenda:
- Parishioner: The PC to confirm how it will be supporting the Jubilee celebrations (22.023.3.4.2)
 - Stansted Airport: Stage 2 documentation has now been submitted to the CAA for review
 - EHC: Notice of Town and Parish Council Planning Forum Zoom Meeting, 24th March 7-9pm
 - EHC: Invitation to Chairman's Garden Party, 23 April
 - Local Government Boundaries Commission: EHC Ward Boundaries Consultation - closes 9th May
 - HCC: Corporate Policy support for Ukraine.
- 22.026 **Late items and items for future agendas**
1. Late items: None requested.
 2. Future agendas:
 - To agree for someone to take on updating and adding parish information to the website.
 - Cllr Dave Smith said he will not be standing for election in May 2023 and therefore it will be necessary to consider who will take on the Treasurer's duties.
- 22.027 **Date and venue of next Meetings: Wednesday 25th May at High Wych Memorial Hall (moved from 18th May)**
1. 7.15pm Annual meeting of Parish Electors (NOT a Council meeting) Clerk
 2. 7.30pm approx: Annual Parish Council Meeting Clerk
 3. 8pm approx: Ordinary Parish Council Meeting, May Clerk

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 10pm.

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Signed.....

APPENDIX A

22.021.2 22.021.2 PLANNING DECISION NOTICES for information only as at 11th November

3/22/0076/HH Andor, Slough Rd: Remove conservatory. Loft conversion; add new extension	REFUSED
3/21/2960/HH Leaky Cauldron Corner: Detached cart lodge and home office.	GRANTED
3/21/1412/HH Tharbies Farmhouse: Appealed ref 21/00120/REFUSE	Awaited
3/22/0203/HH Leaky Cauldron Corner: 2-bay cart lodge and home office	Awaited
3/22/0223/HH Templewood, High Wych Road: Single storey rear extension	Awaited
3/21/3035/FUL Mountfitchet: Demolish dwelling and erect detached replacement.	Awaited
3/21/2998/LBC Carters Barns: Variation of Condition 2, 3/19/2224/LBC.	Awaited
3/21/1944/FUL Pole Hole Farm: Re-clad building, add windows	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 & 0361/LBC Sacombs Ash, Allens Green: Alterations to Grade II Listed building	Awaited
3/20/1665/HH Sweetdews Barn APPEALED Ref 00003/REFUSE	Awaited
3/19/1046/FUL Land adj to Fifth Avenue: Eastwick crossing and associated works	Awaited

APPENDIX B

County report for March 2022

Planning at East Herts. On 22nd February East Herts Council Development Management Committee met to determine the Central and Eastern River Crossing plans connected with the proposed Harlow and Gilston Garden Town developments. The Neighbourhood Plan Group, residents and I made verbal representations. Members unanimously agreed the Central crossing. Three members voted against the Eastern crossing but the majority were in favour. The meeting commenced at 5:30pm and concluded at 12:15am. This was following a full day at County Council including agreeing the budget and precept for 2022/3
The Harlow DMC met on 23rd Feb to determine the same applications, and which were also agreed.

Hertfordshire County Council has recently submitted its bid for government funding to support the introduction of over 20 electric buses in Stevenage.

The Zero Emission Bus Regional Areas (ZEBRA) scheme is a central government initiative to help local transport authorities introduce zero emission buses, together with the infrastructure needed to support them. The county council, in partnership with bus operator Arriva, were successful with their initial proposal and have now submitted their final business plan. A decision on whether the plan has been successful should be known by March 2022.
The ZEBRA scheme funding would see a total of 27 of Stevenage's ageing diesel bus fleet replaced with new electric ones, which should be in service by 2024.

Hertfordshire Dementia Strategy 2022-2027. Hertfordshire County Council, East and North Hertfordshire Clinical Commissioning Group and Herts Valleys Clinical Commissioning Group are developing Hertfordshire's Dementia Strategy for 2022-2027. The strategy is being Co-produced with the support of carers and individuals with dementia, and our statutory, voluntary, and independent sector partners, and will be signed off in 2022 by the County Council and the two Clinical Commissioning Groups.

We want to ensure that the voices of people with dementia, and their carers, shape how we use our resources most effectively to enable good quality of life for people with dementia, and to ensure that our services and communities are accessible to everyone.

We want to know what you think is important in ensuring that people with dementia and their carers and family receive the right support.

Hertfordshire Mental Health Strategy 2022-2027

We're developing a strategy to make sure every adult in Hertfordshire gets the help they need to enjoy good mental health and wellbeing.

The strategy will set out how health, social care, housing, public health and voluntary sector services will work together to help everyone in our community achieve this.

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Consultation start: 21 December 2021

Consultation end: 31 March 2022 (4pm)

We'd like your views on the following draft priorities and themes. We developed these through workshops and focus groups with service users, carers, and health and care system partners.

- Do you think they're the right things to focus on at this time?
- Is there anything missing?
- What feedback do you have about mental health services in Hertfordshire?

After the 12 week consultation period, we'll develop a detailed action plan setting out how we will work together to achieve these objectives. If you'd like to stay involved, [Have your say on the draft mental health strategy](#)

Foster carers are needed to offer a supportive home to birth parents and their child.

Hertfordshire County Council is urgently looking for people to become Parent and Child foster carers. This is a specialist type of fostering where a parent and their own child stay in your home to have extra support and guidance to help them develop their childcare skills. Ideally, Parent and Child foster carers should have experience and skills in working with teenagers as well as babies or young children, as the majority of parents are teenagers. Parent and Child foster placements typically last 12 weeks with ongoing support when the parent and baby return to the community.

When fostering for Hertfordshire County Council, you will receive specialised training, as well as comprehensive support and generous pay and allowances. To become a foster carer in Hertfordshire, you must be over 21 years old, and have at least one spare room at home. To find out more, visit www.hertfordshire.gov.uk/parentandchild or call the fostering team on 0800 917 0925.

Hertfordshire Fire and Rescue Service's new recruit 'Loki' follows in the paw-steps of one of the UK's longest-serving fire investigation dogs

After 10 years of faithful service with Hertfordshire Fire and Rescue Service, Reqs will be winding down his duties once young Loki – named after the famous Marvel character – is fully trained to use his super-human powers to sniff out the causes of fires.

Just like his more experienced colleague, beautiful black Labrador Loki underwent a rigorous vetting and selection process, ensuring the right temperament and skills for this highly specialist work. He is one of only 16 fire investigation dogs in the country who are specially trained to detect ignitable liquids, commonly referred to as accelerants, which include liquids such as petrol, white spirit, and lighter fluid.

During his impressive career in the fire service, Loki's predecessor Reqs has provided evidence from fire scenes resulting in a combined total of over 250 years of imprisonment for convicted offenders, demonstrating the importance of his role to fire investigators and the criminal justice system.

Hertfordshire County Council's dedicated Highways and Fire and Rescue teams who worked around the clock to keep the county safe during last week's storms, have been commended by Chief Fire Officer, Alex Woodman. During Storm Eunice and Storm Franklin Monday the Highways team received a total of 747 highway fault reports, 272 of which were emergency calls. A total of 292 needed a high priority response in just 24 hours. Hertfordshire Fire and Rescue received 241 wind-related calls and attended 119 emergency incidents.

Public consultation opens for Brookfield Riverside and Garden Village in Cheshunt

Development Partners, Borough of Broxbourne, Hertfordshire County Council and Sovereign Peveril Brookfield Limited are developing the masterplan for the new town centre and 1,500-home scheme at Brookfield.

The public consultation has launched and will close on 21 March. Three separate planning applications for the overall site will be submitted later in 2022.

Information and a feedback form are available online. A series of five events are also taking place for the local community to find out more and ask any questions they may have before giving their views. The three planning applications will comprise:

Brookfield Riverside

Sovereign Centros along with its development partner Peveril Securities are progressing plans for a sustainability focused, lifestyle-led, mixed-use retail and leisure development to create a new town centre for the Borough of Broxbourne. Plans include proposals for an exciting mix of shops,

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cafes and restaurants along with new leisure concepts at the heart of the town centre. Designed to integrate into the local natural surroundings, the development seeks to open up the New River waterway to create a waterside focal point where plans for a civic hub, landmark office development and hotel are also proposed.

Brookfield Garden Village

Hertfordshire County Council and Borough of Broxbourne are proposing plans for a garden village to include local facilities and services including:

- Up to 1,250 new homes, including up to 40% affordable housing
- A three-form entry primary school
- Open space for leisure and recreation
- A neighbourhood centre containing local shops and facilities
- The relocation of the Halfhide Lane gypsy site and allotments, the recycling centre and Borough of Broxbourne's depot
- A blue light services hub

Cheshunt Golf Course

Parts of the golf course will be re-configured to make way for a new road into Brookfield Town Centre. The golf course will remain an 18-hole course.

The plans can also be viewed online at www.brookfield-consultation.co.uk

Eric Buckmaster, County Councillor

March 2022

COUNCILLOR ACTIONS ARISING

Cllr David Smith

- Make payments as approved
- Continue to follow up Section 106 funds for play area
- Ongoing check on bus shelter litter bin emptying
- HTC ongoing liaison and lease renewal
- Village sign: lease (with the Clerk), post, erecting etc.
- Allotments

Cllr Tom Payne*

- QEII Jubilee tree initiative: quantity and location of trees
- Liaise with Sam Clark on Modification order for footpath and adoption of FP from Broadfields to High Wych being adopted by HCC
- Footpath from Broadfields to High Wych Lane: confirm ownership with Clarion
- New play equipment Working Group

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
- Obtain quote for refurbishing the bus shelter

Cllr Keith Jordan*

- New Play Equipment Working Group
- follow up Section 106 funds for play area (with DA)

Cllr Heather Nardone*

- Report for Playing Field hedge and fence and fence refurbishment quotes
- New play equipment Working Group
- Railings maintenance cost

Cllr Gareth Emanuel

- Look at options for planting Playing Field hedge
- Check with Cllr Eric Buckmaster whether HCC will allow the Parish Council to paint its fence beside the zebra crossing.

*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.

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Clerk

- Send planning comments as agreed
- Village sign land lease
- Governance document updates and revisions and new Code of Conduct – ongoing
- Follow up MOG cutting overgrown hedge, Bakers Lane
- Write to Kelgrove Wells
- AGAR Internal audit and preparation for external audit

DRAFT