**Brent Pelham and Meesden Parish Council**

**MINUTE OF**

**BRENT PELHAM & MEESDEN PARISH COUNCIL**

**Thursday 6th July 2017**

**VENUE: Meesden Village Hall**

**PRESENT:**

Trevor Hughes (**TH**) Councillor and Chairman

Steve Murphy (**SM**) Councillor

Wilf Dimsdale (**WD**) Councillor

Kate Hinch (**KH**) Councillor

Ken Newstead (**KN**) Clerk

**Minute Item Action**

**Year.Month.Item**

**17.07.01 Welcome and Apologies for Absence**

The Chair welcomed Councillors to this meeting and gave apologies received from Sarah Wotton-Ramsay and Ted Barclay. The apologies were approved.

**17.07.02 Minutes of Previous Meeting**

Approval of the minutes of the 30th March 2017 meeting was proposed by SM and seconded by TH with no objections. A copy of the minutes was signed by the Chairman.

**17.07.03 Review Actions Arising from Previous Meeting**

All – photos needed for website (16.10.09) – completed

KH – Contacting EH Planning Ref: New Houses adjacent to Owlitts Cottages (30.07.04) - completed

KH – Meeting with Highways team (30.07.05) - completed

KN – Pay for Meesden Cesspit repairs (13.07.06) - completed

SM & KN – CCTV inspection for remedial work on Meesden drain (17.01.08) - completed

SM & TH – Repair quote for Yew Tree Cottage fence and Insurance approval (13.07.08) - completed

TB – Cut back hedging along Mill Lane Meesden (13.07.08) - ongoing

**17.07.04 Planning (Applications)**

3/17/0658/FUL – Qty. 6 New Houses adjacent to Owlitts Cottages in Brent Pelham – TH noted that residents of Brent Pelham had asked the Parish Council to contact East Herts planning team to object to the appeal registered by Major Ted Barclay. TH has spoken to EHDC and has been told that unless we wish to add to our original objection the planning department simply forward all letters to the Secretary of State hearing the appeal. As the Parish Council has no further objections to make, no further action is required now.

3/17/1022/HH – Two storey extension at Lawyers Meesden. The Parish Council have no objections to this application and was approved by EHDC on 29th June 2017

**17.07.05 Highways**

KH again contacted the district Service Agent of Ringway to ask them to resolve a foul water smell. They have advised us to contact the Environmental Health team and ask them to investigate. **KH**

TH has contacted the Ringway team regarding the poor state of their resurfacing work in Mill Lane which did not fill the potholes as promised and is awaiting their reply. **TH**

KH informed the council that having spoken to the Ringway team it may take some time for them to clear the blocked gullies in Laundry Hill as closure of this section of the road would be necessary.

**17.07.06 Finance**

**Accounts**

The Clerk presented the YTD finance report and acceptance was proposed by TH and seconded by KH with no objections. A copy of the report was signed by TH and retained by the Clerk.

The Clerk presented the full 2016/17 financial report and BDO submission. WD proposed accepting the report, KH seconded the proposal with no objections.

**Proposals for Payment**

TH proposed the grant from HAPTC for labour costs associated with operating the Transparency Code should be paid to the Clerk in quarterly payments. KH seconded the proposal with no objections. **KN**

The Clerk proposed a refund of the cost of one ink cartridge purchased by him. KH seconded the proposal with no objections. **KN**

The Clerk proposed payment of the Internal Audit fee of £50 for the 2016/17 BDO submission. TH seconded the proposal with no objections. **KN**

KH proposed payment of the Community Heartbeat Trust invoice of £28 for replacement defibrillator pads. SM seconded the proposal with no objections. **KN**

**17.07.07 Defibrillator & VETS**

Both Meesden and Brent Pelham Defibrillators and VETS are fully operational and being monitored on a regular basis.

The Clerk highlighted a potential issue with VETS whereby the East of England Ambulance Service may not be giving callers connection to the VETS service. Clarification is being sought. **KN**

**17.07.08 Repairs and Maintenance**

The Clerk reported that Power Rod had jetted the blocked section on Meesden drain, but had been unable to complete a CCTV examination as the blocked section was below the standing water level. As repair to this drain would be very expensive the Councillors agreed that the best approach for now would be to continue with jetting each September/October time. A quote for repair of the damaged inspection chamber on the drive of Puddles Barn is to be requested. **SM & KN**

Weeds growing on Meesden Village Green adjacent to Fox Lodge are causing concern to the owner and the Parish Council have agreed to spray the area with weed killer each year. **SM**

The owner of Fox Lodge has asked the Parish Council for permission to install at his own cost a brick edging to the strip of Parish grass directly outside his house. A detailed drawing was provided to the Council and examined at the meeting. TH proposed giving permission to the plan, KH seconded the proposal with no objections.

17.07.**09 Items for Next Meeting**

None

**17.07.10 Date of Next Meetings**

The next Parish Council meetings are to be held on:

**Thursday 28th September 2017, 7:30 pm at Brent Pelham Village Hall**

**Thursday 11th January 2018, 7:30 pm at Meesden Village Hall**

**The meeting concluded at 9:00pm**

Minutes approved by: .............................................................

PC Title: .....................................................................................

Signed: .......................................................................................

Date: ...........................................