



Reed Parish Council

Clerk: Catharine Toms, 1 High Street, Barkway SG8 8EA

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Councillors Email:

Cllr. Ken Langley (Chair) - langley@reedparishcouncil.co.uk

Cllr. Caroline d' Ayala (Vice Chair) - dayala@reedparishcouncil.co.uk

Cllr. Peter Lawrence - lawrence@reedparishcouncil.co.uk

Cllr. Martin Higgs - higgs@reedparishcouncil.co.uk

Draft minutes of the meeting held on 30th May 2018 at 8 PM in Reed Village Hall (following the Annual Meeting)

**Present Cllrs: K Langley (Chairman), C d' Ayala, P Lawrence and M Higgs.
Dist. Cllrs. G Morris and A Hunter, County Cllr. F Hill.**

In attendance the Clerk Catharine Toms and 25 members of the public.

1.5.18 To receive the Councillors Acceptance of Office Declaration – all received

2.5.18 To receive apologies for absence. None received

3.5.18 To receive Members Declarations of Interest. Cllr. Lawrence as Chairman of the Village Hall Committee.

4.5.18 To approve the Minutes of the Meeting of the Parish Council held on 14th March 2018 and to authorise the Chairman to sign them as a true record. One error was noted in relation to item 4.3.18. The minutes were duly amended and approved. Proposed by Cllr. Lawrence, seconded by Cllr. Higgs. All voted in favour. Agreed.

5.5.18 To invite Members of the Public to address the meeting. Standing Orders were suspended to allow members of the public to address the meeting. One resident asked if a turning square could be marked out in Willow Close. Contact would be made with Highways to investigate the matter. **Action: PL**

Another resident asked if the 'Hobbs Hayes' road sign on Blacksmiths Lane could be removed as it only caused confusion for delivery drivers. Hobbs Hayes referred to a field and did not exist as a road. Cllr. Langley suggested this matter be deferred until the July meeting. In the interim this would be further researched. **Action: KL/Clerk**

Another resident complained about the illegal burning of commercial waste on the Brickyard Lane Farm Yard Development. Smoke had been dispersed over the village for a whole weekend. Cllr. Lawrence informed the resident that it should have been reported immediately to the Environment Agency who would have acted on it. The resident reported that they had not received any support from the Environment Agency on previous occasions. It was also reported that the Developers were not cleaning the roads after themselves as had been agreed at the outset. It was agreed that the Parish Council would contact the Brickyard Lane Developers about these two issues. **Action: KL/Clerk**

It was queried if there was a water leak on the corner of Hobbs Lane and Jacksons Lane. Cllr. Lawrence informed the resident that it was historic and was due to poor drainage from the bank. It was heard that Thames Water had recently been called out to clear some blocked

drains and the Council was asked if they could make residents aware not to put inappropriate things down the drains. This was considered by the Council to be outside its remit.

6.5.18 Chairman's Report. Cllr. Langley would read out the Chairman's report as part of the Annual Parish Meeting following on from this meeting. (See Appendix).

7.5.18 To approve the Annual Governance Statement – This document had been previously circulated to all Councillors. It was proposed by Cllr. D'Ayala, seconded by Cllr. Higgs and agreed by all. Approved.

8.5.18 To approve the Summary Accounting Statement - This document had been previously circulated to all Councillors. Cllr. Higgs queried the £32,907 assets figure. The clerk reported that this included all items such as play area equipment and bench seats. It was proposed by Cllr. Lawrence, seconded by Cllr. Higgs and agreed by all. Approved.

9.5.18 To complete, sign and date Exemption Certificate – This document had been circulated previously to all Councillors. It was to submit to the External Auditors to exempt the Parish Council from an External Audit as it had income of less than £25,000. It was proposed by Cllr. D'Ayala and seconded by Cllr. Lawrence and agreed by all. Approved.

10.5.18 To adopt proposed Reed Parish Council Privacy Policy – It was explained that this was a requirement under the new General Data Protection Regulations 2018 (GDPR). The document had been previously circulated to all Councillors. It was proposed by Cllr. Higgs and seconded by Cllr. Lawrence and agreed by all to adopt the policy. Approved.

11.5.18 To appoint an additional bank signatory – It was proposed by Cllr. Higgs and seconded by Cllr. Lawrence and agreed by all that Cllr. D'Ayala become a bank signatory. Approved.

12.5.18 Accounts for Payment. Including Insurance renewal - The Clerk reported that she had obtained 3 quotations for insurance based on current cover levels. Prices were £640, £444 and £223.20. It was proposed by Cllr. Lawrence, seconded by Cllr. Higgs and agreed by all to renew the Local Councils Policy through BHIB Ltd, which was underwritten by Aviva, for a premium of £223.20. Approved. In addition accounts for payment included tree maintenance, litter picking for 2017/18, HAPTC annual subscription, Clerk's expenses to include printing and postage and the Clerk's salary and PAYE, all of which were agreed.

13.5.18 To consider and make comment on planning application:

Change of use of agricultural land to residential. Erection of single storey detached double garage (for use in association with residential barn conversion previously approved under 16/009271).

The Grain Barn, Church Lane, Reed, Royston, Hertfordshire, SG8 8AP. Case Ref No: 18/01163/FP – It was noted that this application had been discussed and decided on at last Parish Council meeting in March. Since then it had been withdrawn and resubmitted with the addition of change of use for the land. Cllr. d'Ayala pointed out that it seemed unhelpful that applicants did not apply for permission to cover all aspects of a project from the outset. It was proposed by Cllr. Higgs, seconded by Cllr. Lawrence and agreed by all that there was no objection to this application. However, observations would be made, as before, about extending the planting and in addition about dealing with multiple applications relating to one site. The Clerk to respond to NHDC. **Action: Clerk**

14.5.18 To consider and make comment on planning application:

Full Permission Householder : Single storey front extensions.

1 Church Close, Reed, Royston, SG8 8AN. Case Ref No: 18/01260/FPH – After some discussion, it was proposed by Cllr. Higgs and seconded by Cllr. Lawrence and agreed by all that there was no objection to this application. Approved. The Clerk to respond to NHDC.

Action: Clerk

15.5.18 To receive matters for report and or referral to next agenda. (Information only) Possible modification to Standing Orders. Location of grit bins. Hobbs Hayes signage. Fencing of Cart Pond. Neighbourhood Watch. Highways matters.

16.5.18 To note correspondence received. (Information only) Nothing of any significance not already covered elsewhere in the minutes.

17.5.18 To agree date of next meeting. 4th July 2018. Agreed.

The meeting closed at 8:37 PM

DRAFT