



## Reed Parish Council

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

Tel: 07763 167116 e mail: [clerk@reedparishcouncil.co.uk](mailto:clerk@reedparishcouncil.co.uk)

Councillors Email:

Cllr. Ken Langley (Chair) - [langley@reedparishcouncil.co.uk](mailto:langley@reedparishcouncil.co.uk)

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

Cllr. Martin Higgs - [higgs@reedparishcouncil.co.uk](mailto:higgs@reedparishcouncil.co.uk)

Cllr. Peter Lawrence - [lawrence@reedparishcouncil.co.uk](mailto:lawrence@reedparishcouncil.co.uk)

Cllr. John Kershaw - [kershaw@reedparishcouncil.co.uk](mailto:kershaw@reedparishcouncil.co.uk)

**Minutes of the Parish Council meeting held on 4<sup>th</sup> November 2020 at 7.30pm  
held remotely via Zoom.**

**Present Cllrs: K Langley (Chair), C d'Ayala (Vice Chair), P Lawrence, M Higgs, J  
Kershaw.**

**In attendance the Clerk Catharine Toms & six members of the public.**

*This meeting would be recorded for the purpose of the minutes*

- 1.11.20 **Attendance** (as above)
- 2.11.20 **To receive apologies for absence.** Dist. Cllr. Tony Hunter
- 3.11.20 **To receive Members Declarations of Interest.** Cllr. d'Ayala (re: item  
16.11.20).
- 4.11.20 **To approve the Minutes of the Meetings of the Parish Council held on 2nd  
September and to authorise the Chairman to sign them as a true record** – A  
correction was made in the title, to change it from an Extraordinary Meeting to an Ordinary  
Meeting. It was proposed, seconded and agreed by all to approve the amended minutes.  
Resolved. The Clerk to forward to the Webmaster for uploading onto the website. **Action:**  
**Clerk**
- 5.11.20 **To invite Members of the Public to address the meeting.** Standing Orders  
were suspended to allow members of the public to address the Council. The Chair of  
Governors for Reed School was present. She thanked both the Parish Council and County Cllr.  
Hill for their support in trying to access some S106/UU monies for the school library project  
from NHDC, as a result of the Kiln's development. In addition, she asked if the Parish Council  
would be prepared to review its stance regarding expenditure of Push Energy Community  
Contribution Fund monies to support organisations within Reed, whose fund raising had  
suffered due to the Covid-19 pandemic.  
Standing Orders were resumed.
- 6.11.20 **To receive Chairman's Report** (see Appendix A)
- 7.11.20 **To receive report from County Councillor** – Cllr. Hill reported that she would  
continue to put pressure on Highways to sort out the blocked gullies at Hobbs Hayes. As

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there was only one Vac unit in the county, it was likely to be March/April next year. She asked to be advised if there was a risk of serious flooding to any properties, as she would then prioritise attention. Cllr. Kershaw pointed out that the excess water on the road there was now damaging the recently renewed road surface. This was duly noted. She was disappointed that Reed School had not met the eligibility for S106 monies for Child Care funding for their library project. She recommended the Clerk approach Mr Hawkins at NHDC to arrange a meeting to investigate other potential avenues of grant funding. **Action: Clerk**  
The A10 at Reed had now been measured up for the Speed Indicators Devices (SIDs) and they were due to be installed imminently. She was informed that one had already been installed, but was not as yet, functional.

8.11.20 **To receive report from District Councillor** – Dist. Cllr. Morris reported that the postponed hearing sessions for the NHDC Local Plan were due to recommence remotely on 23<sup>rd</sup> November. The Plan was taking a prolonged time to process.

9.11.20 **To review action points from the meeting on 2<sup>nd</sup> September 2020** – this was reviewed, and new actions agreed. Proposed, seconded and all in agreement. Resolved. Clerk to produce a new list of action points. (see Appendix B). **Action: Clerk**

10.11.20 **To receive update regarding website accessibility and to agree any necessary action** – At the Sept. meeting it was considered at some length the need for the Council's website to comply with the Public Sector Bodies (Websites & Mobile Applications No. 2) Accessibility Regulations 2018.

Since that meeting a considerable amount of work had been done to improve the accessibility of the website having in mind the criteria set out in the Regulations and the relevant Website Content Accessibility Guidelines (WCAG). An accessibility statement was prepared and published ahead of the deadline of 23<sup>rd</sup> Sept; this described how accessible the website was and went into considerable technical detail.

It is therefore considered that what had been done was what was necessary to comply with the Regulations and that no further action was needed. Proposed, seconded and agreed by all. Resolved. The Webmaster was thanked for all his work.

11.11.20 **To receive report from the Clerk on current financial position** - Copies of the accounts and list of monies received and payments to be authorised had been emailed to all Cllrs. Accounts showed a bank balance of £17,180.58 of which £10,195.00 was Push Energy Community Contribution (ring-fenced for special projects), £900.50 was Bonfire Night reserves, £1,163.00 was P3 grant balance, leaving general reserves at £4,922.08. Since the last meeting, the 2<sup>nd</sup> half of the Precept had been received from NHDC £2,500.00.

It was noted the need to now submit a claim to NHDC for the £1,800 S106 monies agreed for the informative sign. Cllr. Kershaw to provide an invoice for the cost of the sign to the Clerk, who would then forward to NHDC. **Action: JK/Clerk**

12.11.20 **To agree accounts for payment** - Payments to be authorised at the meeting were Clerk's salary and PAYE, grass cutting for 2020 (£525.00) and a Planning webinar via HAPTC for Cllr. D'Ayala (£30.00). Proposed, seconded and approved by all. Resolved.

13.11.20 **To review first draft of budget for 2021/22** – documents had been previously circulated to Cllrs. Cllrs. were asked to review and put forward any recommendations, including whether the projected reserve was considered adequate, by the January meeting, where the budget would need to be finalised and the associated Precept application for 2021/22 agreed. **Action: All**

14.11.20 **To discuss the Luton Airport Arrival Flightpath Consultation and agree any action to respond** – to be deferred until January. In the meantime, Cllrs. Kershaw and

Higgs would research and summarise matters for the Parish Council. The Clerk to forward details regarding a Stansted Airport expansion proposal consultation. **Action: JK/MH/Clerk**  
15.11.20 **To discuss Reed Covid-19 support and agree any further action required** – After discussion it was proposed, seconded and agreed that information would be delivered to any new residents in the village and a WhatsApp reminder message would be sent to all, to remind everyone that help was still available. Resolved. **Action: CD**

16.11.20 **Save The Cabinet (SCAG)** – Standing Orders were suspended to allow a member of SCAG to address the meeting. Legal advice had been taken regarding NHDC's non-enforcement of the unlawful residential use of The Cabinet. NHDC were maintaining that they were keeping a watchful brief and would reserve their position on taking enforcement action if things changed. The Listed Buildings application was still undetermined by NHDC. SCAG was of the opinion, that the application did not provide adequate detail or justification for the changes already made and that it ought to be refused. A new planning application had recently been submitted for permission for retention of fencing, external kitchen flue and enclosed rear store (see item 23.11.20).

Standing Orders were resumed.

17.11.20 **To receive update regarding the formation of a Planning Working Party** – This was still being worked on - to be deferred until the January meeting. **Action: KL/CD**

18.11.20 **To receive update regarding the Wisbridge Farm Reservoir project** – Cllr. Morris reported that the Environment Agency (EA) were supposed to be dealing with the matter but were acting slowly. Their last visit to site had been in July and there had been no applications submitted to them for the abstraction of water. They stated that if an application was received, then it would be put forward for consultation in the normal way. They would be arranging another site visit in the next few weeks to ensure that no breaches were being carried out. The officer would then report back. It was understood that some archaeological research of the area had been carried out by an Archaeologist with connections in Barkway and a report produced. It had indicated a wider area of archaeological interest in that area than had previously been thought. The Clerk to obtain the report and circulate the findings, with a view to sending the information on to the EA. **Action: Clerk**

19.11.20 **To receive update on negotiations with NHDC on usage of S106/UU monies from Kilns Development** – (see items 6.11.20 and 7.11.20)

20.11.20 **To consider and make comment on planning application: Full Planning Permission : Erection of office building (B1a) with associated car parking.**

**Hatch Pen, The Joint, Reed, Royston, Hertfordshire, SG8 8AZ. Case Ref No: 20/02288/FP** – It was proposed, seconded and agreed that there was no objection

providing that, if granting permission, NHDC attached the following condition: that any change proposed in future from Class E office use to Class C residential use would require a planning application and that it could not be treated as permitted development. Resolved.

The Clerk to respond to NHDC. **Action: Clerk**

21.11.20 **To consider and make comment on planning application: Full Planning Permission : Erection of one detached four bedroom dwelling with associated landscaping and ancillary works.**

**Land Adjacent to 4, Hobbs Hayes, Blacksmiths Lane, Reed, Royston, Hertfordshire.**

**Case Ref No: 20/02291/FP** - After consideration of the application, it was proposed, seconded and agreed by all to object to the application on grounds of a) safety issues to do with access, b) safety issues to do with parking and c) design issues. Resolved. The Clerk to respond to NHDC. **Action: Clerk**

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**22.11.20 To consider and agree and additional comments to be submitted regarding Planning Appeal : 1, Coronation Row, Crow Lane, Reed, Royston, Hertfordshire, SG8 8AD**

**Change of use of annexe to one bedroom dwelling with associated parking spaces –** Cllr. Langley had previously circulated a draft response for consideration. It was proposed, seconded and agreed by all that the Parish Council would urge the Inspectorate to refuse the appeal on the grounds set out in the original submission made commenting on Case Ref No: 19/02906/FP and in the reasons for refusal of the application made by NHDC. Resolved. The Clerk to respond to the Planning Inspectorate. **Action: Clerk**

**23.11.20 To consider and make comment on planning application: Full Planning Permission : Retention of fencing, external kitchen flue and enclosed rear store. The Cabinet, High Street, Reed, Royston, Hertfordshire, SG8 8AH. Case Ref No: 20/02430/FP** – After discussion it was proposed, seconded and agreed to object to the application on the grounds that this was, yet again, another retrospective application for work already completed. The application lacked information and detail and there was no accompanying Listed Building Application. This response (similar to the objection submitted back in July) would be dealt with through the adopted Scheme of Delegation and reported at the January meeting. Resolved. **Action: KL**

Cllr. Morris left the meeting at 9.18pm

**24.11.20 Highways – to receive update** - (see Appendix A – Chair’s Report). Standing Orders were suspended to allow a member of the public to address the Council. Concern was raised regarding the section of the A10 in Reed and the speeding vehicles, including vehicles overtaking on double white lines. It made the pull out onto the A10 from Church Lane extremely hazardous. Cllr. Hill agreed to warn the Police and said that the SIDs could be moved as there were various sockets in place, which would hopefully help matters. Standing Orders were resumed.

**25.11.20 To receive bi-monthly play area inspection report and note any maintenance carried out** – Cllr. Kershaw had completed an inspection report. He reported that the Activity Trail was nearing the end of its useful life and recommended that some of the wooden stepping-stones needed to be removed before winter. New signage would help mitigate the risk. The external Annual Inspection was due to take place soon and that report was now awaited. **Action: JK**

**26.11.20 To receive update regarding informative sign and P3 project** (see Appendix B)

**27.11.20 To receive update regarding Push Energy fund expenditure** (see item 5.11.20, and Appendices A & B)

**28.11.20 To receive matters for report and or referral to next agenda. (Information only)** – Planning Working Party, Village Informative Signs, Airport Consultations, Report from Push Energy Fund Expenditure Working Group, External Play Area Inspection Report, Highways and repair of grips around the Green, Report from grant funding meeting with NHDC, Report from Annual meeting with Reed Cricket Club.

**29.11.20 To note correspondence received. (Information only)** – Nothing not already covered elsewhere in the meeting.

**30.11.20 To agree date of next meeting. 6<sup>th</sup> January 2021.** Agreed.

There being no further business the meeting closed at 9.42pm