



## Reed Parish Council

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

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Councillors Email:

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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 meeting held on 1<sup>st</sup> July 2020 at 7.30pm held remotely via Zoom.**

**Present Cllrs: K Langley (Chair), C d'Ayala (Vice Chair), P Lawrence, M Higgs.  
In attendance the Clerk Catharine Toms & six members of the public .**

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

- 1.7.20 **Attendance** (as above)
- 2.7.20 **To receive apologies for absence.** Cllr. Kershaw (unwell). Apologies accepted. County Cllr. Hill & District Cllrs. Morris and Hunter would be late due to other meetings.
- 3.7.20 **To receive Members Declarations of Interest.** Cllr. d'Ayala (item 16.7.20).
- 4.7.20 **To approve the Minutes of the Meeting of the Parish Council held on 6th May 2020 and to authorise the Chairman to sign them as a true record.** It was proposed, seconded and all voted in favour to approve. Resolved. Approved minutes to be posted on the website. **Action: Clerk/Webmaster**
- 5.7.20 **To invite Members of the Public to address the meeting.** Standing Orders were suspended to allow a member of the public to thank the Parish Council for the recent Annual Parish Report. Apologies were received from another member of the public present regarding a report which arrived too late for the printed copy, however, their report would be included in the version available online.  
Thanks were given to Mr Kilby for his work on the design and publication.  
Standing Orders were resumed.  
Cllr. Lawrence arrived in the meeting @ 7.44pm.
- 6.7.20 **To receive Chairman's Report.** (see Appendix A)
- 7.7.20 **To receive report from County Councillor** (not yet present)
- 8.7.20 **To receive report from District Councillor** (not yet present)
- 9.7.20 **To review action points from the last meeting** (See Appendix B).
- 10.7.20 **To note review of Governance documents (including effectiveness of its system of internal control) and to agree any proposed amendments.** The Clerk and Chair had reviewed all documents. Some minor amendments were recommended which had

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been previously emailed to all Cllrs. Reviewed documents to be posted on the website. Proposed, seconded and agreed by all. Resolved. **Action: Clerk/Webmaster**

11.7.20 **To approve the Annual Governance Statement 2019/20 and to approve the Summary Accounting Statement 2019/20.** Proposed, seconded and agreed by all to approve both documents. Resolved.

Thanks to Mr McMeekin for having carried out the Internal Audit. No outstanding issues raised. Dates for Public Inspection to be set and all documents to be published. **Action: Clerk/Webmaster**

12.7.20 **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 £15,732.24 of which £10,195.00 was Push Energy Community Contribution (ring-fenced for special projects), £900.50 was Bonfire Night reserves, £661.00 was P3 grant balance, leaving general reserves at £3,975.74.

13.7.20 **To agree accounts for payment -** Payments made since the last meeting were for litter picking 2019/20 (2 x £50). Payments to be authorised at the meeting were Clerk's salary and PAYE, and the cost of printing of the Annual Parish Report (£113.58). Proposed, seconded and approved by a majority. (Cllr. Higgs abstained from voting as he had been unable to access the financial report). Resolved.

14.7.20 **To ratify consultation response submitted for 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, Hertfordshire. Case Ref No: 20/01069/FP -** The Parish Council had submitted a response recommending refusal of the application for Modification of existing Consent, 19/00142/FP, if:

- a) Provision of off road parking for 4 Hobbs Hayes, as well as for the application site, cannot be required and enforced by the Planning Authority.
- b) The present application does not incorporate the modifications agreed with the Planning Officer as a condition of consent for the earlier application (19/00142/FP).

It was proposed, seconded and agreed by all to ratify response submitted. Resolved.

15.7.20 **To comment on Gladstone Villas development proposal by Strutt and Parker -** Standing Orders were suspended to allow Mr Fletcher present from Strutt & Parker (representing Rand Bros.) to engage in a pre-application discussion with the Council. A block plan had previously been circulated. A pre-planning application had already been submitted to North Herts District Council (NHDC). There were two elements to the application, firstly extensions to existing Gladstone Villas with the addition of two car parking spaces for each property and secondly, two additional houses in area to the north of existing properties, set back a bit from road, also with two parking spaces per dwelling. The existing footpath to the northern boundary would be retained and resurfaced but may get reduced in width. The Parish Council commented that there were still unresolved problems with drainage along that track as a result of the Kilns development and that parking in the area was difficult. Mr Fletcher noted these points and agreed to investigate and take into consideration with the new development proposal. It was noted that design of the extensions would be in keeping with existing Edwardian character and NHDC had expressed a preference for the new dwellings to be of a similar design rather than a design similar to the properties in the Kilns. It was uncertain whether the properties would be retained for use by Agricultural workers. Concerns raised by the Parish Council were that this was yet more infill and design needed to be sympathetic to the rest of the village, that there was insufficient parking provided, that the size of the site was too small and that cars would need to back out onto the road which

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would be hazardous. Additional on road parking in the area would cause problems with bus access and sustainability of maintaining the current bus route.

It was noted that the recently withdrawn application for a development on the meadow in Jackson's Lane may still be submitted in due course.

Mr Fletcher was thanked for attending and he left the meeting. Standing Orders were resumed.

County Cllr. Hill & District Cllrs. Morris and Hunter arrived in the meeting.

**16.7.20 Save the Cabinet (SCAG)** – Standing Orders were suspended to allow a member of the public to speak. A member of SCAG informed the Council that an Indian restaurant and takeaway was to be opened in a small part of The Cabinet. During lockdown work had continued at the Cabinet to sub-divide the building. NHDC had been notified. Two new planning applications had just arrived, one for sub-division of the premises and one for listed building consent. These were retrospective planning applications to regularise work already done. The Chair reported that he had already emailed Head of Planning at NHDC to ask why these applications had been accepted when they were remarkably similar to ones already refused and whether this would affect the pending enforcement action due to take place in August. The matter had then been referred to the Case Officer and a reply was awaited. SCAG emphasised that they would have no problem with The Cabinet being an Indian restaurant and takeaway if it was all part of opening up the pub as a whole. SCAG had now referred the matter to their consultant and were mindful to arrange a village meeting (via Zoom) to drum up further public support and encourage letters to be submitted to oppose the new applications. The deadline to submit comments to NHDC was 24<sup>th</sup> July. The Parish Council agreed that under delegated powers it would not delay in submitting its response.

**Action: KL**

Standing Orders were resumed.

**17.7.20 To receive update regarding the Wisbridge Farm Reservoir project** – The Chair had forwarded to Cllrs. a reply from the Environment Agency (EA) to his letter of 18<sup>th</sup> June. Regarding supply of water to the reservoir, only extraction up to 20 cubic metres per day would be allowed without a licence. This would also need to be demonstrated that it was never exceeded. Regarding the limit of 45,000 cubic metres for importation of inert material granted under the Certificate of Lawfulness in August 2019, this was not the responsibility of the EA but of District Council (NHDC). The EA would only be interested if it was waste material. The EA were awaiting since February, proposals from the agents as to how the reservoir was to be filled. They had since heard from the agents, who said that they could not comment until they had further consulted with their client.

It was questioned as to why a 3 metre plateau had now been created on the site. It was agreed that pressure needed to be placed on the EA to get answers from the agents. It was frustrating that this matter was being pushed backwards and forwards between authorities and no one was taking responsibility. The Chair would write to the EA again to try and get a commitment on timings to get matters resolved regarding water extraction and to NHDC regarding the amount of material already imported into the site. **Action: KL**

If the Parish Council could come up with a statement and pictures, Cllr. d'Ayala agreed to consider contacting the media, which may in turn, gain interest from higher level

Government to help resolve matters. **Action: CD**

County and District Cllrs. were thanked for their help with the matter.

**18.7.20 To receive update on Highways, including location of new Speed Indicator Device (SID)** – It was understood that the site had been confirmed with Cllr. Hill and that the equipment had been ordered.

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19.7.20 **To receive update regarding S106/UU monies available to Reed as a result of the Kilns Development.** Standing Orders were suspended to allow a member of the public to discuss the funding potential for the school, and community library. She thanked the Parish Council for their support with the application. If the application was successful, there was still some residual money left for another project for Reed. Cllrs. Langley and d'Ayala to discuss other projects which might meet the criteria. **Action: KL/CD**

Cllr. Hill reminded the Council that £550.67 S106 money was available still for Community Centres for Reed. It was mentioned that the Church could benefit from installation of toilet facilities. Cllr. Hill suggested that a proposal was put together by the Church for consideration initially by the Parish Council, prior to forwarding to NHDC.

20.7.20 **To receive update regarding Push Energy fund expenditure.** No update to report.

21.7.20 **To receive bi-monthly Parish Council play area inspection report** – Cllr. Langley had conducted the inspection. A few non-urgent items were identified. This report would be circulated.

With regards to re-opening the Play Area on 4<sup>th</sup> July – having taken note of government guidance there were lots of questions and matters to be resolved. Signage would need to be installed which would put the onus on the adults accompanying the children to adhere to safety guidance and recommendations. It was agreed to apply a cautious approach and set up a small working party to discuss matters, look at a risk assessment and try and get the Play Area opened safely as soon as possible. If people were then seen to be ignoring the guidance then the matter would need to be reassessed, and if necessary, the Play Area closed again. It was noted that NHDC were not planning to open their Playgrounds just yet.

**Action: KL/CD**

22.7.20 **To receive matters for report or referral to next agenda. (Information only)** – Cllr d'Ayala reported that Council Highways contractors were not mowing around the edge of the Green any longer and the area looked unsightly. However, they were mowing grass in Willow Close, which was not historically cut by them. Cllr. Hill informed the Council that some areas were being left to grow wild with flowers but she would investigate matters. It was requested that if Contractors could cut the 1m verge on the road side of the ditch around the Green and also to trim the grips (but that would need specific authorisation), to allow excess water to drain off the Highway into the ditch, it would improve matters no end. It was reported that a final decision on whether or not to go ahead with Fireworks this year would need to be made by the Council meeting on 2<sup>nd</sup> September, as fireworks would need to be purchased by the company organising the display. To be on the Agenda for Sept. **Action: Clerk**

It was reported that Reed Church had started an informal food bank 'Parish Pantry' in the Church porch. It had been used, so it was needed. Posters would be put up to make people aware of this.

For referral to next agenda: Mowing around the Green, Highways and drainage, Fireworks, The Cabinet, Re-opening of Play Area, S106/UU monies (Kilns), Reservoir, Tree and Bulb planting (Push Energy), Review of Action Points

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

24.7.20 **To agree date of next meeting.** Weds 2<sup>nd</sup> September 2020. Agreed. Cllr.

Lawrence informed the Council that the Village Hall planned to re-open on 1<sup>st</sup> Sept.

Depending on advice available towards the end of August, it would determine whether or not

Parish Council meetings could resume in person. If the main hall was available for the meeting it would allow for more distancing. **Action: KL/Clerk**

There being no further business the meeting closed at 10.09pm.

DRAFT

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