



**MINUTES FOR MEETING OF
HIGH WYCH PARISH COUNCIL**

8.00 P.M. WEDNESDAY 14th MARCH 2018

THE GREEN ROOM, HIGH WYCH MEMORIAL HALL

Present:

High Wych Councillors: Tom Payne (TP): Sam Clark (SC) : Bridget Parrish (BP):
Gareth Emanuel (GE): Brian Sullivan (BS)

HCC Councillor: Eric Buckmaster (EB)

In Attendance: Ali Geller (AJG) – Admin

1. Apologies for Absence: Wendy Marks (WM): David Smith (DS)
Non-Attendance: Duncan Wallace (DW) : Ian Devonshire (ID) : Steph Glover (SG)

2. Declaration of Interests and Dispensations
No declarations received: no requests for dispensations.

3. Public Forum
No members of the public attended the meeting.

CHAIRMAN:

The Chairman asked that thanks be passed on Team Link and to congratulate them on the successful production of the first issue of 'The BIG Link' in March.

Proposed: Bridget Parrish Seconded: Tom Payne

Continued financing of The BIG Link reliant upon greater number of advertisers/sponsors being secured.

4. Minutes of Previous Meeting – 17th January 2018

*It was agreed the Precis of the Minutes of the last meeting having been circulated previously be taken as a true and accurate record.

Proposed by Tom Payne Seconded by Brian Sullivan

*Sam Clark committed to presenting full copy of the Minutes of 17th January meeting by the next full council meeting in May.

**It was agreed that the Precis of Minutes 17th January be put on website in lieu of full Minutes being posted in May.

5. Matters Arising from The Minutes

- Precept has been agreed at £8450
- The New Homes Bonus is likely to remain for the next 4 years

6. Reports on Actions agreed at previous meeting

- Terms have been agreed and contracts have been drawn up for the sale/transfer of Allens Green Village Hall to AGA for the sum of £25,000. Contracts have been drawn up.
- Litter bin to be installed near High Wych Village Stores. Owner of the Stores has permission to place advertisements at the bus stop on the green

7. Report from Hertfordshire Constabulary

No report received



8. Proposal to adopt the Standing Orders

Following discussion regarding several queries regarding the wording of the proposed draft Standing Orders, this item will be carried forward to the next full Parish Council meeting when a revised draft will be presented to the Council for resolution.

9. Secretary's Report

To be inserted HERE

Letter received from President of The Old Bakery Residents concerning parking on yellow lines alongside approach access to village car park. Yellow lines not enforceable as this stretch of access is not adopted by Highways Department.

10. Treasurer's Report

2017-2018 Accounts (See APPENDIX A)

The account balances as at the 1st of March are:

Current Account	£264.69	
Deposit Account	£10,000.00	
Total	£10,264.69	

Notes relating to the accounts:

- The fallen tree in the High Wych Playing Fields was removed at a cost of £50;
- A new printer was purchased for the Internet Café at a cost of £99.99 (£79.99 plus recoverable VAT of £20);
- The Playing Fields Development budget of £2,500 is unlikely to be spent during the current financial year and will be carried forward as a reserve into 2018-2019;
- The 'Large Projects' grant of £4,000 is earmarked towards the purchase of the Allen's Green Village Hall by the Allen's Green Association and is available to be drawn don when required;
- General Reserves/Contingency at the end of the financial year is forecast to be £2,258.77.

Budget 2018-2019

A precept request of £8,700 has been submitted as agreed at the last meeting.

The budget has been modified to reflect changes identified since the November meeting (see APPENDIX B).

No other feedback received to date on the draft budget.

Grants/Finance

Initial enquiries have been made to The Wildlife Trusts & Groundwork East (Landfill). To be followed up once we have an approximation of the sum we will need.

Financial Assistance to the Church

HAPTC have produced a document relating to this subject (APPENDIX C) which on the face of it prohibits Parish Councils from providing funds to churches. This needs to be reviewed to ensure that we fully understand what we can and can't do in relation to grants and donations and in particular The Link.



11. Any Other Business

1. Consultation on changes to the East Herts District Plan (BS)

Consultation on changes closes 29th March 2018. There is no requirement for HWPC to draw up a Neighbourhood Plan. Councillors agreed that HWPC should engage in this consultation process.

2. Playground Report

A contractor is to visit and review the current set-up at the playground and suggest how it may be improved and updated. A sub-committee to be set up to deal specifically with playground issues.

3. Possible location of the High Wych SID to Allens Green (BS)

Originally an additional socket for the SID was to be installed in Allens Green and a second socket installed in High Wych.

Police advised that there was no safe site for carrying out Drive Safe speed checks in the village.

Proposed that 2 sockets to be funded by HWPC (Cost per socket c.£300.00)

Proposer: Tom Payne Seconded: Brian Sullivan

RESOLVED

4. Footpaths surrounding Allens Green (BS)

Footpaths that had been ploughed over by farmer have now been reinstated.

5. Any special arrangements for AGM and APM

Refreshments for all attendees will be provided.

Meetings will be advertised in The Link and on the website.

6. Manorial Waste at Allens Green

Owner of the Chapel sought pre-planning permission from EH Council. EH Council have indicated that planners are likely to be supportive of plans to extend The Chapel so long as any new structure is keeping with the current building. New structure would extend onto the manorial waste land. The law is somewhat vague about manorial waste so this could be challenging if it goes ahead.

*The intended site of a BT junction box in Allens Green deemed unsuitable and at risk of damage by vehicles. Discussion of a site nearer to the telephone box on-going.

7. Planning Application to raise passenger cap at Stansted Airport

Stansted Airport has submitted plans to increase the passenger footfall to 43million per annum. (currently around 35million) Impact will include upgrading of airport building but no proposal to increase number flight as yet so increased noise pollution not an issue at this time.

RESOLVED that HWPC will write to Uttlesford Council opposing plan.

8. Council Meeting Dates for 2018 – 2019 (See APPENDIX D)

12. Date of Next Meetings: Wednesday 16th May 7.30pm AGM and 8.30pm APM



ACTIONS

Tom Payne:

- Write to Uttlesford Council on behalf of HWPC voicing objections to Stansted Airport plan to increase passenger numbers.

Sam Clark:

- Contact Operations at Sawbridgeworth Town Council to ascertain their preferred supplier of litter bins
- Forward comments (consistent with Stop Harlow North approach) on changes to EH District Plan on behalf of HWPC
- Present full copy of the Minutes of 17th January meeting at May meeting

Bridget Parrish:

- Provide refreshments for AGM and APM in May (assisted by Chris Smith)

Eric Buckmaster:

- Forward presentation on Stansted Airport plans to all councillors

Ali Geller:

- Place advert for HWPC AGM and APM in The Link DONE
- Place advert for HWPC AGM and APM on community website DONE
- Email .pdf copy of The BIG Link to Chairman DONE



APPENDIX B - Budget 2018-2019

Subject	Income				Expenditure				Net					
	Topic	Reference	Budget	Forecast	Actual	Topic	Reference	Budget	Forecast	Actual	Budget	Forecast	Actual	
Reserves	General Reserve	RE01	2,250.00	2,250.00	0.00									
	Playing Fields Development	RE02	2,500.00	2,500.00	0.00									
	Other Reserve	RE03	0.00	0.00	0.00									
Allotments	Rent Income	AL01	4,750.00	4,750.00	0.00	Water		0.00	0.00	0.00	4,750.00	4,750.00	0.00	
			772.50	772.50	0.00	Development Grant	AL51	300.00	300.00	0.00				
Administration			772.50	772.50	0.00		AL52	300.00	300.00	0.00				
						Stationery	AD51	600.00	600.00	0.00		172.50	172.50	0.00
						Postage	AD52	50.00	50.00	0.00				
						Mileage	AD53	15.00	15.00	0.00				
						Audit Fee	AD54	40.00	40.00	0.00				
						Insurance	AD55	1,450.00	1,450.00	0.00				
						HAPTC Fee	AD56	400.00	400.72	0.00				
						Training	AD57	250.00	250.00	0.00				
						Transparency Costs	AD58	1,000.00	1,000.00	0.00				
						Miscellaneous	AD59	200.00	200.00	0.00				
Communications			0.00	0.00	0.00	Web Site	WS51	3,405.00	3,405.72	0.00		-3,405.00	-3,405.72	0.00
			0.00	0.00	0.00	Memorial Hall Internet	WS52	150.00	150.00	0.00				
Hall Hire			0.00	0.00	0.00			405.00	405.00	0.00		-405.00	-405.00	0.00
			0.00	0.00	0.00	Hall Hire	HH51	96.00	96.00	0.00				
Playing Fields			0.00	0.00	0.00	Grass Cutting	PF51	96.00	96.00	0.00		-96.00	-96.00	0.00
						Inspections	PF52	2,250.00	2,250.00	0.00				
						Development	PF53	60.00	60.00	0.00				
						General Maintenance	PF54	7,500.00	7,500.00	0.00				
Pavilion	Pavilion Lease	PA01	0.00	0.00	0.00			600.00	600.00	0.00				
	Pavilion Insurance Refund	PA02	950.00	950.00	0.00	Pavilion Insurance	PA51	10,410.00	10,410.00	0.00		-10,410.00	-10,410.00	0.00
Car Park			951.00	951.00	0.00			950.00	950.00	0.00		1.00	1.00	0.00
						Maintenance	CP51	950.00	950.00	0.00				
Litter Picking			0.00	0.00	0.00	Loan Servicing (Year 6 of 10)	CP52	300.00	300.00	0.00				
						Litter Picking	LP51	1,536.06	1,536.06	0.00		-1,836.06	-1,836.06	0.00
Income	Precept	IN01	8,700.00	8,700.00	0.00			600.00	600.00	0.00		-600.00	-600.00	0.00
	VAT Refund	IN02	100.00	100.00	0.00			600.00	600.00	0.00				
	Interest	IN03	0.00	0.00	0.00			0.00	0.00	0.00				
	New homes bonus	IN04	6,447.00	6,447.00	0.00			15,247.00	15,247.00	0.00		15,247.00	15,247.00	0.00
Donations/Grants			15,247.00	15,247.00	0.00	Essex & Herts Air Ambulance	DS51	100.00	100.00	0.00				
						Outreach Post Office	DS52	350.00	350.00	0.00				
						Stop Stansted Expansion	DS54	100.00	100.00	0.00				
						Allen's Green Notice Board	DS55	500.00	500.00	0.00				
						Tents for Brownies/Rainbows	DS56	400.00	400.00	0.00				
						Stop Harlow North	DS57	0.00	0.00	0.00				
						Small Grants (Other)	DS58	200.00	200.00	0.00				
						Parish Election Costs	PE51	1,650.00	1,650.00	0.00		-1,650.00	-1,650.00	0.00
						Reserves/Contingency	CV51	0.00	0.00	0.00		0.00	0.00	0.00
								1,768.44	1,767.72	0.00				
Totals			21,720.50	21,720.50	0.00			21,720.50	21,720.50	0.00		0.00	0.00	



APPENDIX C - HAPTC Document
 L01-18 FINANCIAL ASSISTANCE TO THE CHURCH [3449].pdf



L01-18 - FINANCIAL
 ASSISTANCE TO THE

APPENDIX D Council Meeting Dates for 2018 – 2019

Parish Council Meetings 2018 – 2019

All meetings start 8.00pm unless otherwise stated

Year	Month	Day	Venue
2018	January	Wednesday 17 th	High Wych Memorial Hall 'Green Room'
	March	Wednesday 14 th	High Wych Memorial Hall 'Green Room'
	May	Wednesday 16 th Annual General Meeting 7.30pm followed by Annual Parish Meeting at 8.30pm	High Wych Memorial Hall 'Green Room'
	July	Wednesday 11 th	High Wych Memorial Hall 'Green Room'
	September	Wednesday 12 th	High Wych Memorial Hall 'Green Room'
	November	Wednesday 14 th	High Wych Memorial Hall 'Green Room'
2019	January	Wednesday 16 th	High Wych Memorial Hall 'Green Room'
	March	Wednesday 13 th	High Wych Memorial Hall 'Green Room'
	May	Wednesday 15 th Annual General Meeting 7.30pm followed by Annual Parish Meeting at 8.30pm	High Wych Memorial Hall 'Green Room'