

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

8.00 P.M. WEDNESDAY 13th SEPTEMBER 2017

THE GREEN ROOM, HIGH WYCH MEMORIAL HALL

Present:

High Wych Councillors: Brian Sullivan (BS)
Bridget Parrish (BP)
Wendy Marks (WM)
David Smith (DS)
Steph Glover (SG)
Gareth Emanuel (GE)

HCC Councillor: Eric Buckmaster (EB)

1. Apologies for Absence

Tom Payne (TP), Sam Clark (SC), Ian Devonshire (ID)

2. Chairman

In the absence of Tom Payne, David Smith was appointed as chairman for the meeting.

3. Declaration of Interests

None

4. Code of Conduct (see appendix A)

Approved for adoption. Chairman and Secretary to sign.

5. Financial Regulations (see appendix B)

Approved for adoption in principle. Formal adoption to be carried forward to next meeting

6. Report from Hertfordshire Constabulary

No report received

7. Minutes of Last Meeting

The Minutes of the last meeting were approved and duly signed by the Acting Chairman.

8. Matters Arising

The Rocking Board in the High Wych Playing Fields has been repaired.

Confirmed that BP is the representative of the PC for the Sawbridgeworth United Charities Trust.

SG has included details of the new quarterly magazine on the High Wych Community Facebook.

AG has included details of the new quarterly magazine on the community website and Memorial Hall notice boards

AG has booked the Green Room for the new magazine meeting on the 27th of September.

AG has added a warning of thefts to the community website

9. Secretary's Report

10. Treasurer's Report (See Appendix C for Accounts 2017-2018)

2016-2017 Accounts

The external audit has raised an issue with regard to the dates of display of the accounts. To be followed up by DS.

2017-2018 Accounts

The account balances as at the 8th of September are:

Current Account	£	786.45
Deposit Account	£	9,025.55
Total	£	9,812.00

Notes relating to the accounts:

- Allotment rental payments totalling £175.00 have been received so far for the year commencing the 1st of October;
- A New Homes Bonus of £6,447 has been received. This exceeds the £5,728 budgeted by £719;
- Harlow Theatre Company has paid the annual insurance charge;
- Reserves/Contingency is forecast to be £2,684.33.

11. Councillor Reports:

- *Councillor David Smith*

Allotments

Annual renewal letters – have been sent out and some advance income has been received. All plots are fully allocated.

Asbestos – will be removed at the end of the current growing season.

Site Entrance Improvements – HWAA have now decided to install a shingled run in to the site.

Playing Fields

A wedge and sticky pad have been installed on the High Wych Lane boundary gate to dampen noise on closure.

Car Park

Garry Cunningham has undertaken to weed the borders as usual – to be followed up.

- *Councillor Wendy Marks*

I have reported all of the footpaths as needing the foliage cutting back and Nicholas Maddex has assured me the contractors will be giving them the last cut of the year very soon. The footpath leading from the Bridle Way to Wheatley Close is so overgrown that nettles cover the entire path in places and it cannot be walked. I continually complain but the work goes at a snails pace.

This issue was discussed and it was agreed that DS would write to EB to ask him to speak to Nicholas Maddex asking for suggestion of how this perennial issue can be resolved. For example, could the PC take responsibility for their footpaths and would EHDC provide finance to the PC for this to become possible? Alternatively, the PC could consider a precept increase to finance the work.

- *Councillor Gareth Emanuel*

Highways matters

Still awaiting action with regard to the poor state of the pedestrian crossing and anti-skid surface outside the Village Stores.

Will contact Highways with regard to the need to repaint white lines in the village

- *Councillor Steph Glover*

HWMH

New chairs are being well received.

The Quiz Night will be taking place on the 14th of October and a Music Evening is being planned for January 2018.

At the recent Management Committee it was agreed that, to aid the measures to prevent vandalism and theft of fuel, the lights to the Car Park will be left on all night. However, the cost will be monitored and, if unreasonable, the PC will be approached to provide finance for the extra cost.

Communications

As a result of the extra interest generated as a result of the Scarecrow & Flower Festival, the High Wych Community Group on Facebook now has 223 members (up from 176).

Dog Waste Bins

SG would like to see more bins in the Parish. Agreed that she would propose new sites at the next meeting.

- *Councillor Tom Payne*

Post Office

Nothing to report

Stop Stansted Expansion

Stansted's application to raise the planning cap from 35.5 million passengers a year (mppa) to 45 mppa remains under review by Uttlesford DC. For context the airport currently handles 25 mppa so this would represent a huge increase in the available headroom to the current cap

Planning

The only material application this last two months is the installation of a 30T LPG tank and associated infrastructure on land at Street Record Shingle Hall Allen's Green under reference 3/17/1768/FUL. It is in relation to the power generation facility near Spellbrook.

Issues Raised by a resident of High Wych Lane

Small palms being planted on the verge either side of the driveway of Manor of Groves Lodge – I indicated that the verge would be owned by the County Council but that unless plantings obstructed the roadway they would not see any need to act. I suggest we keep an eye on whether there is any such obstruction and report it immediately if so.

Plants in pots outside Chandini obstructing the pavement. I spoke to Chandini and they promised to ensure that the pots were a little further back so as not to obstruct the pavement. EB stated that there is also an issue with the heaters on the pavement and that this is already being addressed by the Highways Enforcement Team

- *Councillor Brian Sullivan*

Telephone Box

The red telephone box has now been formally adopted by HWPC. DS to add it to the Asset Register.

Allen's Green Village Hall

AGA have received correspondence from HCC given details of how the purchase can proceed.

- *Councillor Bridget Parrish*

Planters

Proposed that we install planters in the village – agreed in principle. BP to provide further details at the next meeting.

Scarecrow & Flower Festival

Wishes to give a vote of thanks to Janet Bellingham & the team for their efforts

- *Councillor Eric Buckmaster*

Gilston Area Consultation presentation being held at the Manor of Groves on Saturday the 16th of September to include an update on infrastructure.

EB undertook to follow up any issues relating to Highways which have not been correctly addressed.

12. Any Other Business

Village Car Park

Agreed that we should look at the possibility of installing CCTV in the Car Park and reviewing the lighting options. DS to take this forward and present options to the next meeting

Request for a Grant from Rainbows/Brownies

DS has been asked whether the PC would give a grant to the local Rainbows and Brownies to enable them to purchase new tents. BP stated that there are funds available via the Sawbridgeworth United Charities Trust for this purpose. EB stated that he could also consider making a grant from his Communities budget. DS to revert to the Rainbows/Brownies.

Baker's Lane Hedge

BP and DS have been in communication with the Manor of Groves to ask them to cut back the overgrown vegetaton in Baker's Lane. To be followed up by DS.

13. Date of Next Council Meeting: Wednesday 15th November 2017 8pm

Final copy of Minutes signed:.....

Date:.....

There being no further business the meeting closed at 21.30

ACTIONS

Tom Payne:

- Email High Wych Headteacher on two issues of parking at village car park – i) big events (see resolution above) ii) everyday parking difficulties
- Email response to president of Old Bakery Association
- With EB, write to Chief Constable re: traffic calming measures funding

Sam Clark:

David Smith:

- Forward the signed minutes to AG
- Follow up the Issues Arising Report with BDO (External Auditors)
- Write to EB to request that he contacts Nicholas Maddex to ask him for options with regard to regular cutting of the Parish footpaths
- Add the Allen's Green Telephone Box to the list of assets
- Review options for CCTV and lighting in the Car Park
- Advise the Rainbows & Brownies of the grant options available to them for the purchase of new tents
- Follow up issue regarding the overgrown vegetation in Baker's Lane with Manor of Groves

Steph Glover:

- Present a proposal to the next PC meeting for new sites for Dog Waste bins

Eric Buckmaster:

- With TP, write to Chief Constable re: traffic calming measures funding

Ali Geller:

- Present the Code of Conduct to the Chairman and Secretary for formal signature
- Re-present the Financial Regulations to the next meeting of the PC for formal adoption.

Gareth Emanuel:

- Follow up the issues regarding the pedestrian crossing outside the Village Stores and the need to remark the white lines with Highways

Bridget Parrish:

- Present a proposal to the next PC meeting for new planters in High Wych

Brian Sullivan:

Wendy Marks: