

**Minutes of the Meeting of Cottered Parish Council held
Monday 12th January 2009
7.30 p.m. in the Village Hall**

Present: Bryan Pitman (Chair)
David Charles
Lesley Greensmith
Terry McGrath
Brian Murchie
Derek Newman

The Clerk and 5 members of the public

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| | | Action |
| 1. | Apologies there were no apologies for absence. | |
| 2. | The minutes of the meeting held on 17 th November 2008, having been circulated, were approved as a correct record. | |
| 3. | Matters brought forward: | |
| | Tree work: | |
| | (i) Replacement tree: A silver birch was selected as a suitable replacement at a cost of £25. Derek Newman to go ahead and purchase and David Charles agreed to arrange collection. | DN/DC |
| | (ii) Tree trimming: Lesley Greensmith spoke with Mr Sauders regarding whether BT were prepared to clear the branches around their telephone wires running through the Willow trees outside Layston .BT's response was that it was not their problem. Additional quotes have been obtained to reduce the trees by 30%. The Clerk to check that the quote from "SJH Tree Surgery" includes clearing the site before asking that they proceed with the work at a cost of £370. | Clerk |
| | Ditch Clearance. Following the November meeting, Herts Highways were asked if laying a pipe from the lower "blind" drain to the pond would solve the problem of excess water and whether Herts Highways would be happy for the Parish to do this and to what extent they wished to be involved? The response from Ian Bishop stated that this could go ahead as long as the contractor has a minimum of £10 million public liability insurance and is "New Roads and Street Works" accredited. Herts Highways would also need this information before they could approve any works on the highway. | |
| | The Council felt that this work should be undertaken by Herts Highways and that any further complaints about excess water should be directed to Highways. | |
| 4. | Chairman's report. | |
| | (i) New Clerk: The Committee agreed the appointment of the new Clerk. The Chairman undertook to draw up a contract of employment. Salary will be based on the national pay scale for part-time clerks. | BP |
| | (ii) Cottered Post Office will close on the 15 th January 2009. | |
| | (iii) Additional bus stop: The Council have agreed to an additional Bus Stop | |

Action

in the village. The 2 x temporary signs will be replaced by one permanent Bus Stop sign at the top of Potato Lane. The Clerk to ask the people who will be putting up the permanent sign to contact a member of the Council to agree the positioning of the new sign and to see if it can be added to an existing post.

Clerk

- (iv) **Football club lights:** No reply has been received from the Football Club in response to a request for a Safety Certificate for the outside lights. A letter to be sent to the Football Club advising that unless a valid Safety Certificate is received within a fortnight the Council will have no alternative but to request the Village Hall Committee to disconnect the electricity supply to the Football Club lights in the interest of safety.

Clerk

5. **Finances.** The balance of the Parish Council current account is £698.14 and the interest bearing account £6,286.51.

A cheque for £500 from the Parish Trust account for the cost of grass cutting was presented for signing to transfer into the Council's current account.

The 9 month budget report was accepted.

The following cheques were approved and signed:

523	E Hayden	£117.05	litter picking January
524	E Hayden	£117.05	litter picking February
525	Cottered Village Hall	£20.00	hire of hall 12/01/09
526	E Taylor	£169.00	Dec & Jan handover

The draft budget for 2009/10 was discussed and accepted and it was agreed to hold the precept at £6,000 for a further year. An increased figure had been included to provide training for the new Clerk.

6. **Planning.** The following applications have been received since the last meeting:

Cumberlow Green Farm, Rushden Application for four additional in-vessel composting clamps; extension of concrete maturation pad, compost storage area; compost and bagging store; retention of buildings per permission number 1/0610-07 to compost mixed kitchen waste and green waste

Cottered Service Station Decision Notice: App No: 3/08/1737/LC Demolition of one half of front section of existing garage workshop.

Cottered Service Station Decision Notice: App No: 3/08/1736/OP Erection of 3 bed house together with demolition & extension of part of existing garage workshop.

Clerk

The Clerk to circulate.

7. **Clerk's report.**

Handover from Esther and change of name and address has begun.

Letter from the Standards Committee – Parish Representatives. 4 nominations, 2 vacant seats – Jeff Jones of Buckland & Chipping and Colin Marks of Standon were elected.

Letter from East Herts Council inviting representatives to its Sustainable Community Strategy Consultation Event including a Climate Change

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Workshop, to be held on Wednesday 21st January 2009 at 6:00pm at The Council Chamber, Wallfields, Peg's Lane, Hertford. The Chairman and Clerk will attend

Letter from Hertfordshire County Hall regarding Children, Schools & families : "Relevant Area Consultation 2010-2011"

Publications received and available to councillors:

CPRE Fieldwork

Countryside Management Service : CMS News Autumn 2008

Stop the Drop Litter & Fly-Tipping : Campaign to Protect Rural England

Parish Council Toolkit

Post Office : Network change programme, Additional Consultations Decision Booklet

ICO Information Commissioner's Office : Freedom of Information, Fulfilling your obligations to disclose information

Communities in control: Real people, real power

(i) Codes of conduct for local authority members and employees.

(ii) Code of recommended practice on local authority publicity

Clerks & Councils Direct, January 2009

HAPTC Hertfordshire Association of Parish and Town Councils, Benefits of Membership

8. **Other matters.**

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| (i) Gritting: It was thought that only bus routes were being gritted and minor roads were left in a dangerous condition following the recent snow and sub zero temperatures. Letter to Highways and copy Jane Pitman to ascertain what the policy is on gritting roads? | Clerk |
| (ii) Pavement The pavement near Paddock Wells and The Kennels is in a bad state of repair to be reported to Highways to get this resurfaced/repaired. | 1412489 |
| (iii) Oakmead Lodge Concern was express regarding building work being undertaken at the rear of Oakmead. The latest Oakmead Planning Application to be checked to determine what was approved. | Clerk |
| (iv) Yellow salt & grit bins: Two additional bins to be requested from Herts Highways one part-way down Warren Lane the other to be located in The Crescent/Peascroft. | Clerk |
| (v) Dog fowling: Complaints received from several residents of Peascroft regarding dog fowling on the pavement and paths. Signs are already in place and a newsletter written without success. | |

The meeting closed at 9:00 pm and was followed by an open session.

Next meeting of the Parish Council.

Monday 16th March 2009 at 7.30 pm in the Village Hall.