

**Minutes of the Meeting of Cottered Parish Council held on  
Tuesday 14<sup>th</sup> September, 2010 at 7:30p.m. in the Village Hall**

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

The Clerk and 7 members of the public

Action

1. **Apologies:** no apologies were received
2. The minutes of the meeting held on Tuesday 20<sup>th</sup> July 2010, having been circulated, were approved as a correct record.
3. **Chairman's report**
  - (i) 24<sup>th</sup> July: Receiving of the Village of the Year East sign.
  - (ii) 26<sup>th</sup> July: The Clerk and Chairman attended a meeting at Bishops Stortford on the East Herts Local Development Framework Core Strategy. A summary of the consultation questionnaire will go to every home in East Herts and the outcome of the survey will determine the future strategy. The questionnaires need to be in by 25<sup>th</sup> November. The Parish Council's has a more comprehensive questionnaire to complete and a large document to peruse. It was suggested the consultative document be circulated to each Parish Councillor in order to have their reply ready for the next PC meeting on 9<sup>th</sup> November.
  - (iii) August: cars parked on the Highway's green opposite The Crescent received parking tickets and a complaint was made to the Chairman.
4. **Bus shelter**

A quote from Queensbury has been obtained, same model as before, at £3,608.00 and as before, this sum does not include a base. The Passenger Transport Unit are offering 50% grants and Cottered has been added to their list for a grant should the decision be made to acquire a 2<sup>nd</sup> bus shelter. The PTU advised that a wooden shelter would cost in the region of £4,500.

Terry McGrath commented that the Cottered shelter provided better protection from the weather than the wooden shelter in Buntingford and it was agreed that a 2<sup>nd</sup> bus shelter should match the existing one, but any decision to purchase should be delayed until January 2011 to see what monies are available at that time.
5. **Maintenance**
  - (i) The stump of the tree outside "Norton Cottage" has started to re-grow. It was therefore decided to wait and see whether the tree re-grows before obtaining a replacement.
  - (ii) **Notice Board & Telephone kiosk in Throcking:** Brian Murchie reported that both were in need of painting and the noticeboard in need of repair. A quote for £360, which does not include the cost of paint, was agreed. The Clerk to source the paint for the telephone box and discuss with Brian Murchie to get the work done. BM &  
Clerk
  - (iii) **Cricket club access road:** it was agreed that the work to repair the access road to the cricket club needed to be done before the winter. David Charles DC

Action

will speak to the contractor who provided a quote back in the Summer and ask that the work be done.

- (iv) **Playground inspection report:** the comprehensive inspection report received had shown all the equipment to be low or very low risk but had recommended some work be done and recommended that a sign be displayed. It was agreed that Councillors will take a look and the Clerk to obtain a couple of quotes. Clerk  
Councillors
- (v) **Telephone kiosk:** Brook End, insets around the top have been pushed in and were on the floor inside the kiosk. Terry McGrath will take a look and decide what should be done. TMcG
- (vi) **Grass cutting:** after a long dry spell and the additional efforts of the Village of the Year team prior to judging, it was noted that the greens had been left to grow too long and areas had been missed on the last cut. The Clerk was asked to contact Steward Bullard and ask that where they are now unable to mow e.g. Brook End, then the area should be strimmed. Clerk
- (vii) A request to move the **litter bin** from the end of Peascroft to a position close to the telephone kiosk has been logged with EHDC Waste Management.

#### 6. **Football pitch**

It had been suggested that some form of agreement could be drawn up with Stevenage Ladies Football team and a draft had been circulated which used the word “hire”. There was uncertainty as to whether the Parish Council could charge for the use of the football pitch and it was suggested the word “hire” should be replaced with “use” as no charge was made to Cottered Football Club. It was agreed that the Chairman and Clerk should investigate and may need to speak with the District Council solicitor.

Clerk &  
Chairman

#### 7. **Finances**

- (i) The balance of the current account is £2,144.45 and the balance of the interest account is £3,792.02. The budget report for the 5 months to the end of August 2010 was accepted.
- (ii) **Internal Audit**, the Clerk met with the Internal Auditor on Tuesday 7th September 2010 where it was agreed that the grass cutting contract be the subject of a review which is now on going.
- (iii) The Annual Return for 2009/10 had been returned by the External Auditor’s with no recommendations or comments and had been displayed on the village notice board for the required period.
- (iv) Following an announced reduction in the interest rates for Parish Trust long term investment, the Clerk presented two options, either to leave the investment with Standard Life and accept a reduction in the income received or seek an alternative investment. In order to achieve a better rate it would be necessary for the investment to be tied up for several years during which time interest rates could rise. It was agreed to leave the monies in the existing investment account.
- (v) The £20.00 donated towards the bus shelter had been banked
- (vi) Parish Trust received:
  - £100.00 Darling Homes, “to let” board on village green for Stocking Hill
- (vii) The following cheque, signed since the last meeting, was approved:
 

582	BDO Stoy Hayward	£141.00	Audit fee
-----	------------------	---------	-----------
- (viii) The following cheques were approved and signed:
 

583	Cottered Village Hall	£20.00	hall hire September 2010
584	J Diales	£10.96	Expenses August & Sept 2010

- (ix) An Invoice has been received from CDA Hertfordshire for the annual subscription. Upon checking, the Clerk had overlooked payment of this Invoice in 2009. The decision was taken that this subscription should not be renewed.

8. **Planning report**

Planning applications received

- (i) 3/10/1459/FN: Lordship Farm, Cottered, SG9 9QL. Conversion of barn to one residential unit. App no. 3/05/1380/FP - full planning permission approved with conditions - renewal of full permission – supported by the Parish Council.
- (ii) 3/10/1410/FP: Coles Green Farm, Throcking Road, Cottered, SG9 9RB. Conversion of existing barn to form a three bedroom residential dwelling - supported by the Parish Council.
- (iii) 3/10/0652/LB: Thatch Cottage, Baldock Road, SG9 9PS. Fitting of secondary glazing - supported by the Parish Council.

Decision notices from EHDC Planning:

- (iv) 3/09/1941/FP: The Old Off Licence, Baldock Road, Cottered, APP/J1915/D/10/2127603 appeal against refusal of application was dismissed.
- (v) 3/10/0894/FP: The Limes: proposed conservatory. Permission granted subject to conditions.
- (vi) 3/10/1000/FP: The Pightle: Two storey side, single storey side, front and rear extension. Permission granted subject to conditions.
- (vii) 3/10/0765/FP: Broadfield Hall: demolition of existing dwelling and rebuild. Approved with conditions.

9. **Waste disposal bund “Southern Green Farm”:**

Notification of a planning application from HCC had been circulated prior to the meeting and public participation was agreed during this discussion. The proposal was for the transportation of waste to form a bund around an existing grain store and for the lorries to approach the farm via an entrance in Throcking Lane, Cottered and across fields. It is stated in the notification document from HCC “that around 60 loads of soil could be delivered daily to the farm via LGVs over a period of 8 days”. The councillors concluded that this did not guarantee that the HGL phase would be completed in 8 days. It was felt that if the conditions of the original planning permission had been complied with, (screening by trees etc) any justification for a bund would be unsupportable.

The Parish Council were against the Planning Application and it was also felt that professional advice was needed to prepare an objection presentation. Objections needed to be submitted in the next 2 weeks.

The Chairman undertook to contact both Jim Ranger (District Councillor) and Jane Pitman (County Councillor) to enlist their support in opposing the application and to contact Iain Leach, the planning officer, to request more time to organise a protest and for the case to go before Committee rather than be determined by a Planning Officer.

Action

10. **Clerk's report**

- (i) The Parish Council is now registered under the Data Protection Act
  - (ii) Reminder - Scouts night hike on Saturday 25th September
  - (iii) Dog fouling campaign, information pack and posters had been received, the Clerk to provide copies to Terry McGrath and Lesley Greensmith Clerk
  - (iv) Hertfordshire Local Access Forum 2<sup>nd</sup> Conference 9<sup>th</sup> October 2010 Workshop
  - (v) Publications available: CPRE Countryside Voice, Summer 2010
  - (vi) Clerk's resignation: If all goes according to plan, the Clerk will be moving away from Cottered at the end of October so with regret tendered her resignation. An experienced Clerk who had recently taken over the role of Clerk in Ardeley has agreed to be considered for the post of Clerk and it was agreed that the Chairman contact the potential candidate and arrange a meeting along with Terry McGrath, the Vice-Chairman. Chairman
11. **Salt bins:** David Charles reported that the new salt bin in Warren Lane had not been filled. Terry McGrath will check the bin in Peascroft. Brian Murchie reported that other salt bins in the area had been filled. The Clerk to request that these be filled. TMcG Clerk
12. Date of next meeting: Tuesday 9<sup>th</sup> November 2010 at 7:30pm
13. The meeting closed at 9:55pm