

## Hart Parish Council

### Minutes of meeting held at 6.45 pm on Monday 12 June 2017 at Hart Village Hall

**Present:** Cllrs. K. Brown, F. Lancaster, J. Littlefair (Chair).

**In Attendance:** M. West, Clerk

1. **Apologies:** Parish Cllrs. J. Quarmby, K. Geddes, T. Britcliffe; Ward Cllr. P. Beck
2. **Public Forum:** No members of the public present.
3. **Declarations of Interests:** J. Littlefair declared an interest in land between Buckingham Avenue and The Glebe, and in land for which a planning application is being made for a gas station. The Clerk was asked to find out why these applications had not been sent to the Parish Council. **Action:** Clerk to contact Jim Ferguson.
4. **Minutes of 8<sup>th</sup> May 2017:** Accepted as correct and signed.
5. **Matters Arising:** (a) **Parish Meeting feedback** – All present felt that the event had proved very worthwhile. The Chairman had ascertained from Mr. Dixon that the ‘Gypsy Site Fighting Fund’ now stood at £1,752.60. After the meeting, Mr. D. Barker had agreed, in order to reduce the number of cars using Magdalene Drive, to explore the possibility of the Village Hall car park being used by parents at the start and end of the school day; the Chairman had since also spoken to the owner of the Raby Arms, who may also be willing to make his car park available.  
(b) **Car Park resurfacing** – the Clerk reported that the architect firm, mentioned at the last meeting, had no knowledge of any plans for the car park. She had had a most useful meeting with the Borough Conservation Officer, Sarah Scarr and the Borough Archaeologist, Robin Daniels, to explore potential surfacing for the car park, repairs to the Chare Wall and other potential elements. (e.g. Hart Mill and the Clavering Community Wood) for a potential funding bid. She had been advised that Historic England would need to be consulted, but that a ‘bound aggregate’ surface to the car park would probably be acceptable. Before any permissions could be granted for the Chare Wall, a survey by an experienced Heritage Buildings surveyor should first be undertaken to ascertain what exactly was required. The Clerk had identified a couple of possible sources of funding for an initial survey, and was requested to continue her investigations. **Action:** Clerk to continue exploring avenues for improving Hart Heritage.  
(c) **Freedom of Information request** – a response had now been received from the Borough Council, which indicated that **no** income had been received from fees charged for use of council refuse sites and that no information was collected on the cost of dealing with fly tipping across the Borough. Councillors expressed dissatisfaction with this response and the Chairman agreed to raise the issue at the next Parish Liaison Meeting. The Clerk was asked to inform the monitors of Fol requests that the information received was inadequate. **Actions:** Chairman to raise the issue at Parish Liaison Meeting, Clerk to inform Fol monitors.
6. **Draft Policies:** The Clerk presented drafts of new Standing Orders for the Parish Council, a Code of Conduct, policies on Equalities & Diversity, Health & Safety, Safeguarding and the Website, as well as both a Complaints and Grievance Procedure. These were accepted without amendment.
7. **Revised Parish Plan:** Following feedback given at the Parish Meeting, the Clerk had revised the Parish Plan to include the three further items requested by electors. The revised Plan was approved and the Clerk asked to make it available on the Parish Notice Boards and to ask the Village Life distributors if a copy could be included in each copy delivered within Hart parish. **Action:** Clerk to put revised parish Plan on notice boards and to produce copies for distribution with Village Life.
8. **Chairman’s Report:** The Chair reported that: (a) he thought the Parish Meeting had proved very useful, in

bringing all the groups around the village together; he thanked the Clerk for organising the content and refreshments. (b) He reported that the Landlord of the White Hart had informed him that the Borough Council owned both the car park opposite the pub and the pavement beside it, and that therefore it was inconceivable that they did not also own the wall between the two. He asked the Clerk to contact the Council with regard to repairs to the wall and maintenance of the planted bed at the car park entrance. (c) he had sprayed the triangle in Butts Lane with weed killer, as the Borough Council had not done so – the surface of the triangle was in a poor state of repair and the Clerk was asked to request the Council to undertake this – and the planters on it needed moving before being planted up for the summer. (d) he regretted that had been unable to join Cllrs Park, Britcliffe and the Clerk on the village walk-about. The Clerk reported that she had found the walk-about most useful in gaining an understanding of the layout of the village and some of its history. She asked about the safety of children going to/from the school across the car park, and whether an alternative route could be provided. Councillors believed that a right of way exists through the grounds of Manor Croft, and felt that this needed to be confirmed. **Action:** Clerk to contact the relevant HBC officers to request repair of the wall opposite the White Hart, tidying of the planted area, resurfacing of the triangle in Butts Lane and checking if the 'right of way' was still valid or had been rescinded.

**9. Ward Councillor's Report:** No ward Councillors present.

**10. Finance Report:** (i) The Clerk presented the Transactions Report and Actual against Budget Report. These were **accepted**. (ii) The Clerk then informed those Councillors present of a conversation with the bank's Head Office, in regard to obtaining statements; it transpired that the mandate they had on file was many years out-of-date, although it was clear from the Clerk's files that at least two newer mandates had been submitted to the local branch. In order to put the record straight she asked that all Councillors signed a new mandate and that a second letter of authorisation be sent to the local branch and both documents would be copied to the bank's Head Office. (iii) She had received an e-mail earlier that evening from BDO, the External Auditor, requesting further information. (iv) She requested that expenses incurred for refreshments for the Parish Meeting be reimbursed, this was **agreed**.

**11. Correspondence:** Letter from HSBC regarding cheque signatories. (See Item 10ii).

**12. Planning Applications:** None received.

**13. Matters of Concern to Councillors:**

- (a) A gully west of Tudor Cottage, on the north side of the road, is blocked
- (b) The footpath on the left side of Butts Lane below the Village Hall, is overgrown with weeds and is in urgent need of spraying with weed killer.
- (c) The right-hand side of School Lane is badly overgrown and needs strimming. **Action:** Clerk to inform relevant HBC officers about these issues.

**14. Date of next meeting:** 6.45pm Monday 10<sup>th</sup> July.

Meeting closed at 8.35 pm.