



Hart Parish Council
Minutes of Annual Meeting held at 6.45 pm on Monday 15th May 2019 at Hart Village Hall

Present: Cllrs. J. Littlefair, T. Britcliffe, K. Brown, K. Geddes; K. Park (from 7.00pm)

In Attendance: M. West, Clerk

1. **Election of Chairman:** Cllr Britcliffe nominated Cllr Littlefair, Cllr Geddes seconded the nomination; there being no other nominations, Cllr Littlefair was re-elected as Chairman and signed the Declaration of Acceptance of Office.
2. **Election of Vice-Chairman:** Cllr Britcliffe was nominated by Cllr Littlefair, Cllr Brown seconded the nomination; there being no other nominations, Cllr Britcliffe was re-elected as Vice-Chairman and signed the Declaration of Acceptance of Office.

Cllr Park joined the meeting.

3. The Chairman welcomed everyone to the Annual Meeting of the Parish Council.
4. **Declarations of Interest:** None made
5. **Apologies:** Cllr Quarmby, Ward Cllrs. Brewer and Cassidy – accepted.
6. **Formation of Sub-Committees:** It was **RESOLVED** to continue with the Village Maintenance Sub-Committee, and Cllr Park was re-elected to Chair the Committee.
7. **Banking Arrangements:** It was **RESOLVED** to continue with the banking arrangements and cheque signatories, although Frank Lancaster now needed to be removed from the mandate. **Action:** Clerk to initiate mandate change.
8. **Asset Register:** The Asset Register as at 31st March 2019 was tabled. Cllr Geddes asked what the 'finger boards around the village' were. The Clerk explained that these were the signs, such as the one at the top of Butts Lane, pointing to the Saxon Church. It was **RESOLVED** to accept the Assets Register as tabled.
9. **Risk Register:** The Risk Register as at 1st April 2109 was tabled. It was **RESOLVED** to approve the Risk Register as tabled.
10. **Insurance Cover:** The Clerk presented the Annual Insurance Policy from BHIB. Councillors deemed it adequate and **RESOLVED** to pay the premium of £374.76. **Action:** Clerk to pay premium.
11. **Annual Governance Statement:** Councillors affirmed the statements 1 – 8 on the statement and the Clerk completed the form which the Chairman then signed and dated.
12. **Appointment of Internal Auditor:** Councillors agreed that Mr. Andrew Dixon be appointed as Internal Auditor for the year 2019-2020. Mr. Dixon did not make a charge for his service.
13. **Minutes of 8th April 2019:** All present agreed the minutes. It was **RESOLVED** to accept the minutes as a true and accurate record of the meeting.
14. **Matters Arising:**
 - a. **Litter Pick:** The Chairman noted that he was the only person to turn out for the litter pick on 11th May; he noted that it had not been advertised. In future Cllr Park is to put notice of the monthly litter pick – the second Saturday of every month, on the notice boards and the Hart Hub; everyone to meet outside the Village hall at 10.00am. The next litter pick is to be 8th June. **Action:** Cllr Park to advertise the Litter pick.
 - b. **Refurbishment of benches:** Still no progress. Cllr Park was again asked to put a request for volunteers to undertake the refurbishment of a bench on the Hart Hub. **Action:** Cllr Park to put



request on Hart Hub

- c. **CCTV cameras:** The Clerk reported that she had as yet not been able to speak with Nick Stone, HBC Enforcement Team, although she had emailed him and left several messages with his colleagues.
- d. **Village Field:** The Chairman noted that the trees had now been removed, but as yet there appeared to be no definite timescale for the rebuilding of the wall. Cllr Britcliffe expressed concern that the monies may no longer be available, as the new Council might decide the monies could be used elsewhere. It was agreed that Ward Councillors be asked for the name of the new Deputy Director of Education in order that the question could be put in regard to the rebuilding of the wall. Cllr Britcliffe suggested that a request for progress to the Chairman of the Academy might also be timely. **Action:** Clerk to contact Ward Councillors and Chairman of the Academy Trust.
- e. Cllr Park noted that he had spoken to the quarry staff who had agreed to tidy up the entrance.
- f. The Chairman noted that the Clerk had purchased the grit bin and had it delivered to him. He would install it under the notice board outside the old post office.

15. Required action following the resignation of Frank Lancaster: The Clerk informed that the Borough Council had been informed of the resignation, after which notices had been placed on the village notice boards giving people the opportunity to request an election. If 10 people had not done so by 20th May, then the Parish Council would be informed and could then move to co-opt. The vacancy needed to be advertised, After a brief discussion it was agreed that the Clerk should put notices up and that Cllr Britcliffe would put the vacancy on the Hart Hub, Interested parties to submit an expression of interest with a covering letter providing information about themselves and explaining what they believed they would bring to the Parish Council.

16. South View Garden & behind Palace Row: Cllr Britcliffe stated that the Borough Council was not maintaining their land to a safe standard; weeds were growing in cracks in the pavements, no strimming had been undertaken and the cut grass was not cleared, that is when the grass was actually cut – it was not being cut on a two-weekly basis as promised. Many residents were complaining about the poor state of the east end of the village in comparison to the west end maintained by the parish council. HBC had made it clear that they would not pass gradually take over the maintenance over a number of years, as budget allowed. It was agreed to discuss this at the Parish Meeting to gain the views of residents as to the action they wished to take,

17. Chairman's Report: (i) The Chairman reported that he was the only one who turned out for the litter pick.
(ii) He informed that he had met Craig Temple, HBC, to discuss repairs to the Fens wall and also showed him the wall in Butts Lane that is collapsing. Mr. Temple will report back to HBC.
(iii) The Summer fayre is insured by the church;
(iv) He reported on his attendance at the Rural Crime Forum that morning. He had been informed that the police were now to carry out a check on all white vans and vehicles towing machinery, in the rural areas, once a month in order to identify those fly-tipping or using the vehicles for other anti-social or criminal activities, as well as road worthiness. The new volunteer Rural Crime Coordinator is Karel Simpson. Other issues raised were: (a) communication issues – too many numbers to contact, leading to confusion – the Chief Constable is intending to have a dedicated rural crime number (b) a vehicle abandoned on someone's property – the police insisted that as it was on their property it was their responsibility to move it.

18. Ward Councillor's Report: Cllr Cassidy had sent apologies but not provided a report. Councillors expressed congratulations to Cllr Brewer on being re-elected.

19. Maintenance Committee Report: Cllr Park updated the 'To Do' list; no further items were added. It was agreed that the Chairman should email Craig Temple to obtain a response to the requested wall repairs.
Action: Cllr Littlefair to email Craig Temple.

20. Financial Reports: The Clerk presented the reports for April. It was **RESOLVED** to accept the financial reports.

21. Correspondence: none received.

22. Planning Applications: No applications received. After a brief discussion on the lack of progress with the "Heart of Hart" Project, it was agreed that the Clerk should request details from Punch Taverns, of the contractor who had repaired the White Hart car park wall, in order to ask that he assess the Chare Wall and give a price for its repair.
Action: Clerk to contact Punch Taverns as requested.



- 23. Annual Parish Council Newsletter:** The Clerk tabled a draft newsletter for comment. The content was agreed and the Clerk asked to produce 30 copies for the Parish Meeting. **Action:** Clerk to print 30 copies of Newsletter.
- 24. Matters of Concern to Councillors:** Cllr Park raised concern about speeding through the village. After some discussion on the issue it was **RESOLVED** that the Clerk alert the police and write again to Peter Frost, HBC, requesting a review of traffic calming measures for Front Street: **Action:** Clerk to alert police and request Peter Frost review the traffic calming measures for Front Street, and to copy Ward Councillors into her communication. Cllr Park also raised concern that the Parish Council website needed to be made more interesting. The Chairman noted that the contractors undertaking the work on the church may spread the 'planings' on the car park when they finished.
- 25. Date of next meeting:** Monday 10th June 2019 at 6.45pm.

Meeting closed at 8.15pm

DRAFT