

## South Mimms Parish Council

Minutes of the meeting of the Parish Council  
held on Thursday 25<sup>th</sup> October 2018 at 7.30 p.m. at South Mimms Village Hall

**Present:** Councillor Yvonne Harverson Chair  
Councillor Paula Arnold  
Councillor Mark Edwards

Mrs Julia Reading Locum Clerk

Twelve Members of the Public (later, thirteen)

The Chair opened the meeting by thanking everyone for attending.

### **99/18 APOLOGIES FOR ABSENCE**

Apologies had been received from Cllr Paul Binstead. The absence of Cllr Andrew Brewster was noted.

### **100/18 DECLARATION OF MEMBERS' INTERESTS**

See Minute 104/18 below.

### **101/18 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 13<sup>th</sup> SEPTEMBER 2018**

The minutes of the meeting of the Parish Council held on 13<sup>th</sup> September 2018 were agreed as a true record and signed by the Chairman.

### **102/18 MATTERS ARISING**

#### Purchase/installation of a defibrillator

The application was deferred until a new Parish Clerk took office.

#### Any other matters arising not covered by this agenda

The possibility of installing a letter box at the Village Hall would be left to a new Parish Clerk to investigate with the Management Committee.

### **103/18 RECRUITMENT OF A PARISH CLERK AND RESPONSIBLE FINANCE OFFICER**

The Chair reported that Ms Rebecca Burdick had accepted the offer of the post of Parish Clerk and Responsible Finance Officer, to take effect from 1<sup>st</sup> November 2018, and that she would attend meetings from the one to be re-arranged for later in November.

As tonight's meeting would therefore be the last one attended by the Locum Clerk, Cllr Edwards on behalf of the Chair and other Councillors thanked Mrs Reading for undertaking the locum role in the last several weeks.

### **104/18 GRANT APPLICATIONS**

**RESOLVED** that an application from the South Mymms Youth and Community Association for an event for local residents of afternoon tea and entertainment be approved for payment of a grant in the sum of £300.00, and that this grant be included in the Schedule of Payments presented in Minute 105/18 below.

Two further grant applications were presented at the meeting, previously unseen by all Members, upon which Cllr Edwards declared an interest in relation to the application made by St Giles PCC.

It was agreed that as there had been no opportunity for Councillors to read the background to the applications, it would not be appropriate to make decisions about them at this meeting. Copies would

be circulated by email for discussion by Councillors and any decisions reached would be reported to the next meeting.

In general discussion, however, it was noted that one of the Parish Council's published criteria for considering grant applications was that any financial support, being given out of public funds, must be primarily for the benefit of local residents and/or amenities, and that applications that did not adhere to this fundamental principle could not be approved.

### **105/18 SCHEDULE OF PAYMENTS**

**RESOLVED** that the following payments be approved:

<b>Item</b>	<b>Payee</b>	<b>Amount</b>	<b>Cheque</b>	<b>Dated</b>
Transfer from deposit to current account		£3,000.00	n/a	12/10/2018
Human Resources advice	C P Associates	£296.25	000296	25/10/2018
Locum clerk, part October expenses	J Reading	£73.24	000297	25/10/2018
Locum clerk, part October salary	J Reading	£472.50	000298	25/10/2018
Grant payment re Minute 104/18	SMYCA	£300.00	000299	25/10/2018
Meeting room hire at Village Hall incl. arrears from Jan. 2017	SMVHMC	£400.00	000300	25/10/2018

### **106/18 ORDINARY COUNCIL ELECTIONS**

It was noted that elections would take place in May 2019, with the following schedule of associated dates. It was further noted that election costs would need to be included in the 2019/2020 budget calculations, with a small allowance to be carried forward from the 2018/19 budget.

- New Office date, Tuesday 7th May (*i.e. the day after Bank Holiday Monday on 6<sup>th</sup> May*)
- Annual meeting, *Not later than 14 days after take office: Tues 21st May*
- Register of disclosable pecuniary interests, *Not later than 28 days after take office: Tues 4th June*
- Co-option, *Not later than 35 days after take office: Tues 11<sup>th</sup> June*

### **107/18 CONSULTATION ON HERTSMERE LOCAL PLAN**

The Chair reported that all households should soon receive an information leaflet from Hertsmere Borough Council on potential sites for housing and employment. Distribution had started, and the Chair volunteered to place a copy of the leaflet she had received on the Village Hall notice board.

A series of exhibitions would be taking place at various Hertsmere locations, with the one most local to South Mimms being at the Wyllyots Centre on 13th November, drop-in between 4.00 pm and 8.00 pm. Residents were urged to visit and then to make their views known to Hertsmere Borough Council in writing.

It was emphasised that it would be a long time before any hard and fast conclusions could be reached. The consultation on the local plan follows a democratic process as required by central government, with the current stage seeking residents' views on sites put forward for consideration by landowners and developers. Not all the sites will need to be allocated for development but residents' views will help the Borough Council to decide which locations are the most appropriate.

Councillors affirmed the Parish Council's intention to engage fully with the consultation process, but advised that for the fullest effect residents must in addition undertake to make individual representations about the plan directly to the Borough Council.

Councillors thanked South Mimms residents for their evident interest in this and indeed all local matters. Cllr Edwards suggested that with the round of elections confirmed for May 2019, there was an opportunity ahead for interested individuals to consider standing as candidates to join the Parish Council and become more involved with the first tier of local government.

## 108/18 SCHEDULE OF PLANNING APPLICATIONS

Details of the following planning applications had been taken from Hertsmere Borough Council's website planning pages up to 25 October 2018:

- New planning applications
  - 18/1851/PD560 - Arlingham House St Albans Road South Mimms Hertfordshire EN6 3PH** - Change of use from class B1(a) office use to class C3 residential to provide 13 self contained flats. *Awaiting decision, 18 Sep 2018. No comment. Post-meeting note: the status of this referenced application was confirmed as "awaiting decision" - some of those present at the meeting had been of the opinion that this application had already been decided.*
  - 18/1866/HSE - 25 Brookside South Mimms Hertfordshire EN6 3PT** - Demolition of existing store room and construction of two storey side extension. Single storey rear extension and a new front porch. *Awaiting decision, Mon 24 Sep 2018. No comment.*
  - 18/1785/FUL - The Meadows Blanche Lane South Mimms Hertfordshire EN6 3PB** - The replacement of existing telecoms equipment with a 20m high lattice tower supporting 12No. antennas, 4No. 600mm dishes, 10No. equipment cabinets, 1No. meter cabinet and associated ancillary works, contained within a secure 2.1m high palisade fenced compound. *Awaiting decision, Thu 13 Sep 2018. No comment.*
- No planning decisions have been made by Hertsmere Borough Council since the last Meeting.

## 109/18 LAND ADJACENT TO ST ALBANS ROAD

A number of residents had observed that a large quantity of hardcore appeared to have been distributed over a field west of the St Albans Road near the junction with Greyhound Lane, with much hearsay and speculation voiced as to the landowner's intention. The Chair reported that she had had numerous conversations with planning officers at Hertsmere Borough Council, and their enforcement officers were aware of the situation. However the advice received was that no activity had yet taken place which was deemed to be a planning infringement. All local residents were urged to remain vigilant and to report any further works on the site immediately to Hertsmere Borough Council. If there is any pressing concern over new activity the police should also be contacted using line 101.

## 110/18 REMEMBRANCE SUNDAY, 11<sup>th</sup> NOVEMBER 2018

The Chair confirmed that, as in previous years, news of the event would be featured in the Parish Paper, and that Mr Harverson had made all arrangements for the 100<sup>th</sup> anniversary of the Armistice Remembrance Ceremony, including a road closure application. It was noted that his expenses were likely to be around £20.00, for a poppy wreath, which the Parish Council would later reimburse.

The meeting was also reminded that the Parish Council had earlier purchased a commemorative display item of a cut-out "Tommy" soldier, which would be affixed to the bench by the war memorial.

## 111/18 ANY OTHER BUSINESS

None.

## 112/18 DATE OF NEXT MEETING

Noted that the date of the next meeting of the Parish Council, which had previously been scheduled for Thursday 1<sup>st</sup> November 2018, was moved to Thursday 22<sup>nd</sup> November 2018. As in most previous years, no meeting would be held in December 2018.

### **113/18 MEETING DATES IN 2019**

The new Parish Clerk would be asked to arrange dates for meetings in 2019, as near as possible to the corresponding dates in 2018 and subject to meeting room availability, and then to submit a schedule for the Parish Council's final approval at the November meeting.

### **114/18 PUBLIC QUESTION SESSION**

1. Concern was expressed at the length of time that the Brookside Children's Play Park equipment had been barricaded from use following vandalism earlier in the year. The Locum Clerk would contact Hertsmere Borough Council to find out the timetable for repairs.  
Cllr Edwards urged residents to report all instances of anti-social behaviour and criminal acts to the police by calling 101, as formally logging every incident was likely to prove the most effective way of enabling better targeted policing.
2. A resident of St Giles Avenue read a short statement from the Chair of the St Giles Friendly Association, apologising for his absence on this occasion and also graciously thanking the Parish Council for its care in responding to comments made in the Public Question Session of the meeting held on 13th September 2018. The Chair acknowledged appreciation for this statement.
3. In response to a question about the Parish Council's computer equipment, it was confirmed that the laptop previously in use had been repaired and was working, with all data secured and backed up, but that a replacement would be researched and purchased after the new Parish Clerk had commenced employment.

### **115/18 CLOSED SESSION**

The Chair called to move to a closed session of the meeting for the matters set out in minutes 116/18 and 117/18 below as they were likely to concern discussion of a named individual.

**RESOLVED** That in view of the confidential nature of the business about to be transacted, it was advisable in the public interest that the press and public be temporarily excluded and they were instructed to withdraw.

Thirteen members of the public departed at approximately 8.30 p.m.

### **116/18 HUMAN RESOURCES MATTERS**

A meeting to discuss historic employment issues had taken place between a Councillor of South Mimms Parish Council and a former employee, accompanied by a Human Resources consultant recommended by Herts Association of Parish and Town Councils. The Parish Council's response in light of that meeting was agreed in the form of a letter to be sent to the former employee, and the matter was now considered by the Parish Council to be closed.

### **117/18 INTERNAL INQUIRY**

There was no material update to report at the time of the meeting.

The meeting closed at 9.00 p.m.

Chairman ..... Date .....