**MINUTES of the MEETING of ESSENDON PARISH COUNCIL**

**HELD in the Village Hall on MONDAY 9th January 2017 at 7.30pm**

PRESENT:

Councillors:

Mike Brown (Chair), Keith Venables, Alan Steele, Fran Christensen, Ian Venables

Clerk Dee Daniell and members of public

1. Apologies of absence received from Ian Screech, Stephen Boulton and Jonathan Boulton.
2. No declarations of personal or financial interest in the Agenda.
3. Minutes of Meeting of Essendon Parish Council held on 21st November 2016 were approved and duly signed.
4. MATTERS ARISING:
5. WAR MEMORIAL

Ian Venables will look into costings now it is understood that no planning permission will be required to erect bollards to protect the wall surrounding the war memorial.

1. PLAYGROUND SWING REPAIR

The Clerk reported that an independent playground installer has quoted £500 for the repair. The original playground equipment installer Komplan have now agreed to a reduced fee from £1200 to £500 and the Parish Council have agreed to use Komplan.

1. PLAYGROUND LEASE

Since the terms of the Lease state a “yearly rent of TEN POUNDS payable in advance for the first ten years of the term” it was interpreted by the Parish Council to mean an annual payment. As it has been agreed to increase the annual rent to £20 per annum it was suggested that an email is sent to offer to pay rent at £20 per annum for the remaining 10 years of the Lease or to pay the entire 10 years’ rental in one payment providing the Council is prepared to extend the Lease for a further 20 years. This action was agreed by all Councillors present.

1. OVERGROWN HEDGE ENTRANCE TO RECTORY ROAD GARAGES

The Chair read an email response to the effect that it was considered removal of the hedge an unnecessary action and the Council have proposed cutting back of the hedge. It was noted that this has already been effected satisfactorily but would require further cutting at some point in the future.

1. NEW LED VILLAGE STREET LIGHTING

The Clerk read out email response from Mark Mills-Bishop to the effect that our complaint regarding the lighting being ineffective will be taken to the next cabinet meeting. Awaiting further updates.

1. PAVEMENT REPAIR AT 16 GLEBE COTTAGES

The Chair read an email response that this has been inspected and not considered a necessary repair at this time.

1. WOODEN RAILINGS BY ESSENDON CHICANES

The Chair read an email response that this has is not considered a necessary repair at this time.

1. ANY MATTERS RAISED BY THE PUBLIC

**The meeting was closed and opened to the public at 7.40pm**.

1. Belinda Kent-Lemon reported the inadequate spaces for vehicle parking in the village and requested ideas for solving the issue. There was some discussion on areas that could be used for overspill parking although no definitive area was identified. The Chair referred to the forthcoming Parking Consultation to be carried out by WHBC that would include Essendon. The Clerk agreed to contact WHBC to enquire when this was planned to be taking place.
2. Jeremy Waddup reported on the Planning Application submitted by Mr Bone for development of storage barns on land near Cucumber Lane is now to be heard at Planning Committee sometime in early February. Mr Waddup stated the access to the land was historically off Berkhamsted Lane and not Cucumber Lane and the development was not 400m away from any dwelling which is apparently a requirement for agricultural buildings of this nature. Mr Waddup enquired if a representative from the Parish Council would be willing to speak at Committee under the “3-minute rule”. It was agreed that the Parish Council had already submitted their comments on the Planning Application and these would be considered by Committee at the meeting and nothing further would be achieved in speaking to Committee.

**The meeting was reopened at 8.10pm**

1. ESSENDON PLAYING FIELDS HEDGE

Ian Venables announced a provisional costing of £28,000-£36,000 for removal of hedge, installation of footings and fencing that was considered prohibitive for the Parish Council to consider further. It was agreed that these costings would be presented to the Playing Field Committee with the suggestion that BIFFA funding could perhaps be considered and this item be removed from any future agendas.

1. SPEED IDENTIFICATION SYSTEM

The Clerk discussed the application for funding that is supported by Mr Mark Mills-Bishop and this was circulated to Councillors together with a photograph of the latest installation at Brookmans Park. It was decided that as this would not cause any financial expenditure to the Parish Council that it was a worthwhile fund to apply for.

1. PROPOSAL TO ALTER PARISH COUNCIL MEETING TIME TO 6.30pm

This was discussed at length and finally agreed to meet half way and hold future meetings at 7.00pm for a 6 month trial period. The Clerk would amend all necessary media entries.

1. FINANCE

Cheques were signed for the following expenditure:

HMRC £265.80

Clerk’s pay 10/10/16 - 9/1/17 £338.64

Printer Ink £29.41

Lenovo Laptop, MS Office, McAfee s/ware £497.28

TOTAL £1131.13

The Clerk explained that since she was now responsible for PAYE it was necessary that the Parish Council would be responsible for payment of the tax that was extracted automatically from the payments submitted through the HMRC electronic payment system.

There was discussion about the budget and having agreed to set the precept for 2017/2018 at £15,000 at the last meeting, this was now confirmed and the Clerk should submit a precept request of the said sum.

The Chair read out the current Fixed Assets. There was some discussion about the playground and whether the insurance Playground Insurance item would possibly cover the repair of the swing. The Clerk agreed to check the insurance policy but was sure it only covered public liability and would certainly not cover wear and tear.

10 PLANNING MATTERS

Plans for a recent application by Burnside, Hertford Road were shown and it was agreed that no comment is necessary as this is visible to no other property.

The revised Planning Application for 36 Glebe Cottages was raised but as we had made no comment on the original application and this application is a reduction in size owing to previous refusal, no further comments would be made.

The letters regarding Sunset View bungalow sale were mentioned and it was stated that responses had been received from WHBC and the Guiness Trust that this matter was being looked into.

1. CORRESPONDENCE
2. The Chair read an email regarding a residents’ meeting to be held on 29th January at Hafield House regarding The Game Fair to be held there in July this year. The Clerk has been invited to attend but is not available. Mike Brown agreed to attend in her place and she would inform WHBC to this effect.
3. The Clerk informed the Councillors that HAPTC have been requested by the Lord Chamberlain’s office to inform member councils that Her Majesty will be hosting Garden Parties at Buckingham Palace for which HAPTC has been allocated a quota of 4 invitations for Thursday 1st June. This will comprise 2 current Chairman or Town Mayors and their accompanying guest as a way of acknowledging outstanding contribution to your community. Attendees will be drawn totally at random. We are inviting Councils to forward your nomination attaching the completed form . . . it was decided to formally apply on behalf of our absent Chairman.

12 ANY OTHER BUSINESS

**A)** Street light at the garages behind School Lane not working. Clerk to report.

**B)** The Clerk introduced the new Facebook page and the new website. At present the essendonpc.org.uk website is hosted by the original designer, Olly Lappage, at a cost of £240 per annum. Owing to the new transparency rules and why we have had to buy a new laptop for the Council, the software used to build the original website is out of date and it is not possible for the Clerk to add all of the necessary documentation. The Clerk has built the new website using Wix.com and Olly Lappage has paid for the domain name up to November 2018. He is prepared to link it to the new website at no extra charge. Wix.com will charge £5.18 per month to host the site which is a great saving for the Parish Council. The Clerk will have to pay the hosting charge as it is an online account and will be reimbursed once payment has cleared and the website has been published. Parish Councillors agreed that the new website is published. The Chair suggested that Parish Councillors photographs be added to their website profile.

**C)** The Clerk stated that the Brown Bin charge is now highly likely to be approved by WHBC. This will involve a £35 per annum charge to any resident wishing to keep the compost collection facility.

1. DATE OF NEXT MEETING

**Monday 13th February 2017 at 7.00pm in Essendon Village Hall**

**This meeting was closed at 8.55pm**