



## *Reed Parish Council*

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Cllr. Peter Lawrence - [lawrence@reedparishcouncil.co.uk](mailto:lawrence@reedparishcouncil.co.uk)

### **Minutes of the meeting held on 6<sup>th</sup> November 2019 at 7.30pm in Reed Village Hall**

**Present Cllrs: K Langley (Chair), C d'Ayala (Vice-Chair), P Lawrence & M Higgs. In attendance the Clerk Catharine Toms, County Cllr. F Hill and Dist. Cllrs. G Morris & T Hunter and 1 member of the public**

1.11.19 **To receive apologies for absence.** Cllr. J Kershaw (on business) – apologies accepted.

Mr E Kilby and Mr M Howes on behalf of Save The Cabinet Action Group (SCAG).

2.11.19 **To receive Members Declarations of Interest.** Cllr. d'Ayala (items 10.11.19 & 11.11.19). Cllr. Lawrence (Village Hall)

3.11.19 **To approve the Minutes of the Meeting of the Parish Council held on 2nd October 2019 and to authorise the Chairman to sign them as a true record.** The minutes were approved. It was proposed, seconded and all voted in favour. Agreed.

4.11.19 **To invite Members of the Public to address the meeting.** Standing Orders were suspended to allow a member of the public present to give the Council an update on progress being made with the P3 grant application and project to install a bench seat and informative sign at the North West corner of Rokey Wood. It was understood that a grant of £800 had been applied for and that this would cover the cost of the bench and largely pay for the sign but there could be a small shortfall which might need support from the Parish Council. Standing Orders were resumed. The member of the public departed from the meeting.

5.11.19 **Chairman's Report.**

1. Progress was being made on the informative signage. (see item 16.11.19)

2. The Parish Council had re-submitted a bid to purchase the freehold of The Cabinet. The offer had since been declined. The offer had not been made through the process associated with The Cabinet being re-registered as an Asset of Community Value.

3. A successful Firework Celebration had taken place on the Green on Nov 2<sup>nd</sup>.

Thanks were given to all those that had been involved in the organisation of the event. (see item 17.11.19)

6.11.19 **To receive update on setting up of Parish email distribution list – An update would be given in December. Action: CD**

Dist. Cllrs. F Hill & T Hunter arrived in the meeting.

7.11.19 **To receive report from the Clerk on current financial position** - Copies of the accounts and list of monies received and payments to be authorised were handed to all Cllrs. Accounts showed a bank balance of £16,455.23 of which £10,195 was Push Energy Community Contribution (ring-fenced for special projects), £945.37 was Bonfire Night reserves, leaving general reserves at £5,314.86. Income received since the last report was £2,500 NHDC Half Year Precept and £800 Groundwork UK (P3) grant awarded for bench and informative signage near Rokey Wood.

It was noted that work needed to commence on preparation of the budget for 2020/21.

**Action: Clerk/KL**

8.11.19 **To agree accounts for payment** – Payments at the meeting were for the reimbursement of costs of the firework display to E. Kilby £1,151.20 and Clerk's salary and PAYE. All were agreed.

It was noted that the budgets for 2020/21 now needed to be set in preparation for the Precept application to NHDC by mid. Jan. It was agreed to prioritise the budget at the December meeting. The Clerk to contact Mr Compton at NHDC regarding the tax base calculation for 2020/21. Cllr. Langley to contact NHDC regarding what S106 contributions might be available to Reed as a result of The Kilns development. **Action: Clerk/KL**

9.11.19 **Clerk's Annual Review** – It was proposed, seconded and agreed that this would be carried out at the December meeting as an 'excluded matter'. Resolved.

10.11.19 **Save the Cabinet (SCAG)** – (see item 5.11.19). It was understood that the owner had appealed against the enforcement notice issued in July, this had since been validated by HM Planning Inspectorate (PINS) and interested parties could submit comments to PINS by the deadline of 5<sup>th</sup> Dec. The grounds of the appeal were firstly, that the enforcement notice had not been properly served on everyone with an interest in the land and that secondly, the time for compliance fell short of what should be reasonably allowed. SCAG would be considering its next move after taking professional advice. It was understood that NHDC would be resisting the appeal. It was uncertain at this point if the Parish Council would be submitting comment on the appeal. Cllrs. to submit any thoughts in the meantime to the Chair and Clerk in preparation for the next Council meeting on 4<sup>th</sup> Dec.

The current listed building consent application remained undetermined by NHDC.

Cllr. d'Ayala departed from the meeting for item 11.11.19

11.11.19 **To consider and make comment on planning application:**

**Full Permission Householder : Single storey side extension to provide single garage and replace garage doors with window on existing detached double garage to facilitate conversion of double garage to garden room.**

**Wickets, Church Lane, Reed, Hertfordshire, SG8 8AS**

**Case Ref No: 19/02451/FPH**

After consideration of the application it was proposed, seconded and agreed by a majority that there was no objection to this application. Resolved. The Clerk to respond to NHDC.

**Action: Clerk**

Cllr. d'Ayala was invited back into the meeting.

12.11.19 **To note latest play area inspection report and agree any action regarding maintenance of play area** – Cllrs. Lawrence and Higgs had carried out an inspection and no problems had been reported. All inspection reports would be kept on file and a blank form to be placed on the website. **Action: Clerk**

The next inspection would be carried out by Cllrs. Langley and Kershaw. **Action: KL/JK**

13.11.19 **To receive update on the protecting and preserving of village ponds** – item to be deferred to the January meeting. **Action: Clerk**

14.11.19 **Highways** – A Highways Together meeting was scheduled for Weds 13<sup>th</sup> Nov. Cllr. Langley and the Clerk to attend as Cllr. Lawrence would be unavailable. **Action: KL/Clerk**

Cllr. Hill informed the Council that the speed and volume surveys had been carried out in Reed and apart from London Road, they had revealed no issues (all results were based on averages). To be discussed further at the meeting on 13<sup>th</sup> Nov. with HCC representatives.

**15.11.19 To receive update on next steps for Push Energy money purchase(s)** – There were 3 top items, picnic benches (already installed), purchase of a tree and plaque as a memorial to Tom Duke (at a price of approx. £250), flower bed around the base of the village sign. It was now uncertain whether the flower bed was such a good idea as may cause problems for future maintenance of the village sign. In addition, to add colour to the Green, it was agreed to plant bulbs next year at a cost of £50-£100. These projects (excluding flower beds) were duly approved. It was agreed, in order to clarify the Council's position on spending from this fund, to produce a Push Energy Spending Policy. *'The Push Energy Fund would be available for new initiatives for Reed, independent from any club or existing fund-raising activity. Reed Parish Council would consider applications on an annual basis, however, if suggestions were submitted in the interim, then these would be considered at an appropriate Council meeting.'* This was proposed, seconded and agreed by all. Resolved.

**Action: CD**

It was requested that a letter be written to the Duke family to seek their approval for the memorial tree and plaque. **Action: Clerk**

Dist. Cllr. Morris departed from the meeting at 9pm – he was thanked for attending.

**16.11.19 To receive update on the design of the informative sign** – Cllr. Kershaw informed in his absence, that he had met the sign designer and that good progress was being made. He was also looking into sourcing a lectern stand for the sign. Invoices would be needed for proof of the S106 expenditure. Liaison would be made with the P3 sign project group as to order two signs together might be cheaper. **Action: JK**

**17.11.19 To receive debrief following Bonfire Night** – It was reported to have been a very successful event despite the poor weather conditions. Thanks were offered to all those that had helped. There was a surplus of £900.50 in funds to carry over to next year. It was proposed, seconded and agreed by all to put £150 in the Parish Council budget for 2020/21 and hold the event again next year. Resolved.

**18.11.19 To receive signed agreement for use of the Village Green** – It was noted that this had not yet been returned. The Clerk to chase this up. **Action: Clerk**

A copy of the terms and conditions for use of the Green to be placed on the website. **Action: Clerk**

**19.11.19 To receive matters for report or referral to next agenda. (Information only)** – Playground inspection, update from Highways Together meeting, Parish email list, Save The Cabinet, reservoir, signed agreement for use of the Green, Budget 2020/21 and (under excluded matters), Clerk's review.

**20.11.19 To note correspondence received. (Information only)** – Consultation on Luton airport, letter from Parish Borrowing alerting increase in interest rates on borrowing.

**21.11.19 To agree date of next meeting.** Weds 4<sup>th</sup> December 2019. Agreed.

**22.11.19 To consider that the press and public should be excluded from item**

**23.11.19 of the Agenda of this meeting in view of the confidential nature of the business to be transacted** – This was proposed, seconded and agreed by all. Resolved.

**23.11.19 To review and agree any action on correspondence received regarding reservoir development project** – It was proposed, seconded and unanimously agreed to action points A & B. Resolved. **Action: KL**

There being no further business the meeting closed at 10.05pm