



## HUNSDON PARISH COUNCIL

### Parish Council Meeting Minutes

Monday 17<sup>th</sup> April 2023 at 7.30pm

Present: Cllrs B Toll (Chair) D. McDonald, D Ottolangui, Cllr Oliver

In attendance: Clerk, Cllr Eric Buckmaster, members of the public

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**23.04.01 To receive and accept apologies for absence.** Cllr O'Shea sent his apologies; he is on holiday. The councillors accepted his apologies.

**23.04.02 Declaration of Interest and dispensations** – receive from councillors on items on the agenda.

- To receive Declaration of Interest and Dispensations from councillors on items on the agenda – None.
- To receive written requests for dispensations for declarable interests - None.
- To grant any requests for dispensations as appropriate – None.

**23.03.01 Approval of minutes** of meeting held on March 20<sup>th</sup>, 2023. Minutes approved and signed by Chair.

**23.04.03 Matters Arising** – Cllr Ottolangui suggests we add the UK Prosperity funding project proposal as an addendum to meeting minutes and to the website once we get funding approved. Once funding is secured, we can publish on behalf of the PC what the amounts will be over the two years.

**23.04.04 East Herts District / County Councillor Report – Cllr Buckmaster (Appendix 1)** – this will be Cllr Buckmaster's last appearance as East Herts District councillor but will remain in the role of County Councillor role.

Recycling – Cllr Buckmaster said that both Essex and Hertfordshire accept cross border use of the sites. You need to book on Essex sites, register and book in advance, and then take the email confirming your appointed time slot.

Speed and volume surveys – to be booked for Acorn Street. High street has been carried out.

Agreed at cabinet today all council got support of £12.3 M. Just under £6 holiday food vouchers who are on free school meals up to Feb next year.

Cllr Toll asked if the timetable for the minerals and waste plan. Cllr Buckmaster advised Chris Stanek is going to respond to the points Cllr Toll raised via email concerning opportunities to scrutinise office reports and speak at the Cabinet Panel meeting. Going to cabinet panel in the summer or maybe September for approval to the Regulation 19 Submission.

**23.04.05 Finance – Clerk (Appendix 2)**

1. Expenditure – maintenance of streets, grounds and equipment – administration. This month's expenditure is £1060.50
2. Income, including grants and VAT refunds. No income.
3. Approval of expenditure. Councillors approved payments.
4. Budget Monitoring Report and Bank Reconciliations., Councillors agreed to the reconciliation.
5. Year End Review – We ended 2022-23 financial year with £37,210.98 in the bank. Cllr Toll to set up a Finance meeting to go through the finance spreadsheet to interrogate the end of year figure, prior to submitting the end of year audit. Cllr Ottolangui suggests we engage an accountant to go through the spreadsheet to show the councillors how the spreadsheet functions. **Action: Cllr Toll to set up a Finance meeting.** The latest deadline for audit submission is 31<sup>st</sup> July 2023.

**23.04.06 Hunsdon Area Planning Applications (Appendix 3)**  
PC Responses and Decisions - See Planning Report

**23.04.08 Strategic Planning Issues and Community Activities**



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1. Gilston Area development - planning applications at EHC Master planning, Stewardship Village 7 and Engagement (BT and FO'S).

Neighbour Planning Group wrote to the Secretary of State, Michael Gove, asking him to put a holding notice on East Herts making any decisions on the outline applications for the Gilston Area and requesting that the applications be called in. Our MP, Julie Marsden wrote to Michael Gove to make a representation directly to him. The aim is to get a public enquiry. Cllr Toll confirmed there is no set timetable for these procedures.

Cllr Toll reported that the NPG are to meet Places for People on May12th. The format will be discussed by the NPG at the group monthly meeting on April 22<sup>nd</sup>.

Cllr Ottolangui expressed an interest in the output from the meeting on Saturday to see what is going to be discussed with Places for People. There then followed a lengthy discussion about what the NPG should be doing. Cllr Toll confirmed that the NPG was open to any resident to join, attend and contribute.

Cllr Ottolangui expressed his concerns about lack of active communications, specifically on local social media and not receiving newsletters from the NPG. Cllr Toll responded by saying there was wide digital media and local and national press coverage of the call-in requests.
2. HANP Task List – delivery and monitoring (Various champions to be identified). Cllr Toll said Herts County Council's in house countryside team have submitted a proposal for producing some design possibilities. This would include producing a management plan and a scheme for the Dell, covering both wilding of the Dell and some leisure areas. £2,000 was the figure quoted. Cllr Ottolangui asked if this was an initial payment or a staged payment. Cllr Toll says there is a natural break at £1,000. Cllr toll suggested we commission Elgan Adlard as the Projects Officer, Countryside & Rights of Way to complete the draft to the agreed breakpoint when the PC would review this draft plan before committing further spend. Councillors agreed.

UK shared Prosperity Fund. Cllr Ottolangui said the application has gone in. Total budget for all works £42,000 over two years. Asking for £36,000 over the two-year period. Cllr McDonald asked about the timeframe. Cllr Ottolangui said it is going to be fast, as the initiative has been running a year and yet to get off the ground.
3. Consultations – HCC Minerals and Waste Plan etc (BT). Cllr Toll said he wants Herts CC to give everyone a fair opportunity to see the officer's recommendations and make representation to the Cabinet Panel if they wish.
4. Community Activities – events, communications (DO).

**Summer Festival** - £800 financial support from Precept. Cllr Ottolangui says with a further donation the Community events committee hopes to be self-sufficient next year. The shortfall this year is because of additional costs incurred, Ca. 1200 a year for all Community Events free to attend events), to hire the village hall facilities. Cllr Ottolangui said to put on the summer event will cost £3,000 and will need £2,000 pre the event. Currently have £1,000 in the account, so £1,000 short. Cllr Toll proposes we make the donation payable to the Community Events committee as soon as possible. Cllr McDonald seconded. All councillors agreed.

**Community events - Lunch and brunches** . As for the annual events the events committee have been severely impacted by the village hall hire charges. Initial budgets indicated lunches and brunches would have been self-sufficient, with donations from PC, East Herts, etc. But now hit by the village hall hire rates. For example, the brunch yesterday cost £220 to put the event on. £40 of which was for advertising covered by the PC donation. On the day spend was £180 of that £93 will go to the VH for the hire for the day. After voluntary donations the event made a loss of £70-80. Over half of the costs going to hire costs. Consequently lunches and brunches will have to rely on further grants and donations after this year to be able to continue



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For the Summer Festival and Christmas Fayre, the committee thought it would be self-sufficient, but are in a shortfall due to increased costs. Cllr Ottolangui went back to the PC, Parish Rooms Trust and to the Church Council asking for £350 from each to cover the shortfall. Parish rooms trust have provided £350. Church is unable to offer a donation due to their own budgetary concerns.

### 23.04.09 Correspondence

- Clerk has tendered her resignation from the 14<sup>th</sup> April and will advertise for a replacement. Don't have a recognised notice period, but as paid monthly, will be the 15<sup>th</sup> May. Will place an ad in the Village News, website and on noticeboards. Have one applicant, but in the spirit of transparency will have to advertise.

### 23.04.10 AOB

Elections –John Dunlop said when canvassing he was asked about buses. Currently there are no buses directly to Harlow.

4<sup>th</sup> May election, polling station in Hunsdon. Photo ID for election. PC was up for election, 5 councillors nominated and elected. Cllr Toll attempted to arrange a meeting for the four District Councillor candidates, but response was poor

Rent for allotments – Clerk to check the amount that was agreed at the last PC meeting. **Clerk to draft the allotment letter of price increase.**

Cllr Oliver has been asked by some of the residents in Hollands Croft about the trees and bushes at the top of Hollands Croft, the Damsons and Hawthorn trees. Whose trees are they, either Herts County Council or the Housing Association. **Action: Clerk to find out**

Development on Acorn Street– Cllr Toll spoke to the developer / owner of the land and he said later in the year work would recommence.

In the 1960's Hunsdon won tidiest village. Cllr Ottolangui said as part of the Village Improvement plan, we could include tidying up. Cllr Ottolangui suggests we include in the plan. Can we add this to the Help Out on Coronation Monday initiative.

Annual meeting – get people to the meeting to get chatting and enthusiastic. Cllr Buckmaster will provide an update on the Flood project.

23.04.11 **Date of Next Meeting: 15<sup>th</sup> May 2023.**

23.04.12 **Close of meeting: 9.05pm**

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### Appendix 1 – County Councillor Report

**Recycling Centres, Residents Only.** The first is the decision to go for residents only at our recycling Centres. Many of our neighbouring authorities have already gone down this route, the most recent Essex effective from this month. Some of our Recycling Centres are close to our borders and where a substantial proportion of the users are from outside of Hertfordshire. There are of course locations where the reverse is true but the result is a net import of around 20pc of recycling centre waste. Royston, Bishops Stortford, Rickmansworth being the locations where non-resident usage is around 50pc or more.

Estimates of potential cost saving are a conservative £450,000.



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**Proposed Implementation** Following a communication plan to widely advertise the policy change, users will be asked to bring proof of address when visiting the RCs. In addition to clear 'advanced warning' signage leading up to any centre, staff will greet cars near the entrance and, if proof of address is not available, can access a simple postcode 'council checker' to ascertain if residents pay their Council Tax to a Hertfordshire authority. It is proposed that additional temporary staff are deployed across the network. This will be prioritised according to the RCs with the highest non-resident usage. Pending a 6 monthly review, permanent staffing levels may be amended and/or checking proof of address handed over to RC site operatives to perform ad-hoc spot checks. This will be informed by data collection at the entrance to each RC.

Neighbouring Local Authorities have been sent a letter informing them of the decision. Our decision leaves the way open for us to discuss reciprocal arrangements with neighbouring Authorities so long as they are cost neutral. An example could be with Essex for Bishops Stortford and Harlow, where each has a substantial usage from across the respective borders. Currently cross border usage is permitted at Harlow and Bishop's Stortford and the respective web sites reflect this. Discussions are taking place between Hertfordshire officers and all of our neighbouring County and Unitary Authorities. I have recently booked successfully with Harlow Recycling Centre.

### **Ofsted rates Hertfordshire's Children's Services as outstanding**

In March we were delighted to receive an Outstanding rating from Ofsted, following on from their inspection of our services for children in need of help and protection, children in care, care leavers and leadership and management. This improved rating places our Children's Services among the best in the UK.

Ofsted found that children and young people in Hertfordshire benefit from consistently high-quality, excellent care and support and that Hertfordshire County Council's '*political and corporate leaders prioritise the needs of children.*' Inspectors praised experienced and skilled social workers' and practitioners' commitment to children, noting the positive relationships they have with children. They noted that social workers enjoy working in Hertfordshire, find their work rewarding and that those new to the authority feel welcomed and supported.

Key observations from [the inspection report](#) include:

- Assessment work for children in need is of a high quality, thorough and timely.
- Children in Hertfordshire receive the right level of support at the right time.
- Hertfordshire's early help service and family safeguarding teams make a positive difference for children, identifying and tackling need early on and reducing the number of children who need to come into care.
- The multidisciplinary work in the family safeguarding teams is strong, leading to improved outcomes for children.
- Separated migrant children have greater consistency of support.
- There is excellent joined up working between professionals, adopters and foster carers providing children with positive experiences.
- Children live in stable, long-term homes which meet their individual needs and support them to flourish. Where possible, children live with their brothers and sisters.
- Children experiencing exploitation are supported by dedicated and experienced workers who are persistent in their attempts to engage, support and protect them from harm.
- Leaders of the virtual school work exceptionally well with schools and a variety of professional services to achieve the best possible outcomes for children in care.
- Leaders are ambitious for Hertfordshire's children.

Jo Fisher, Executive Director of Children's Services, said: "This fantastic achievement is testament to the hard work of everyone in Children's Services, not just in the build up to and during the inspection. The ongoing dedication and commitment to achieving better outcomes for children has laid the foundations for our improved rating.

"I'm hugely proud of the whole team. I know first-hand the difference that our social workers and children's practitioners make; it's clear that this is what the inspectors also witnessed when they visited."

*'What shone through was social workers' and practitioners' commitment to children, how well they know them and the positive relationships they have with children.'* Ofsted 2023



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We have been using this good news as an opportunity to promote the rewards of [working with children, young people and families in Hertfordshire](#) and hope that you can help us promote Hertfordshire as a great place to work by sharing [relevant content on LinkedIn](#) and encouraging residents to consider a rewarding career in social work.

### How you can help to promote our Keep Us Together campaign

Our fostering and adoption team have a new five-week campaign running from now throughout April.

#KeepUsTogether - highlights the importance of keeping siblings together in care, and the need to recruit more foster carers to look after sibling groups.

More than half of children in care in Hertfordshire belong to sibling groups and of those, 54% live in different homes. While some are separated for personal reasons, for many it is because there are not enough carers with the space or time to foster siblings.

As part of the campaign, a suite of promotional material has been produced, including a poignant film which you can see here: <https://youtu.be/MsBR2JR9TAo>

There are also videos of some of Hertfordshire's foster carers, who talk about their experiences of being foster carers of siblings on the [campaign's webpage](#) and on [YouTube](#)

We will be promoting the campaign via the Fostering and Adoption social media platforms, on Hertfordshire County Council's social media platforms, on billboards and buses, via a mobile van with advertising screens, in gyms and supermarkets. There will also be radio adverts on Heart FM, two foster carers have already been interviewed in two separate features on BBC 3 Counties Radio and the press release is gaining media interest. In addition to this, we have placed editorial and adverts in local magazines and we are asking local councils, health partners and schools to share the campaign.

Please help share the message, encouraging your residents to consider fostering, and if they can, to consider fostering siblings so that they can be kept together.

We have a series of social media posts, developed from our short film and other photography.



You can find the news release here, and an abridged version will be distributed to residents, via Update Me.

Please contact [leigh.adams@hertfordshire.gov.uk](mailto:leigh.adams@hertfordshire.gov.uk) if you require any further information about the campaign or social media assets to amplify the campaign (or share it from the Fostering and Adoption and Hertfordshire County Council channels).



# HUNSDON PARISH COUNCIL

## Appendix 2 - Finance Report



## HUNSDON PARISH COUNCIL

Hunsdon Parish Council					
Revenue Expenditure					
Credit					
	Budget	To date	Remaining period	Year	Variance
B/F General	£6,232.08	£6,815.47		£6,815.47	£583.39
Precept	£26,600.00	£0.00	£26,600.00	£26,600.00	£0.00
Litter Picker	£0.00	£0.00	£0.00	£0.00	£0.00
Allotment rents	£489.00	£0.00	£489.00	£489.00	£0.00
VAT refund rev	£0.00	£0.00	£0.00	£0.00	£0.00
Grant Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00	£0.00
Santander Interest	£0.00	£0.00	£0.00	£0.00	£0.00
	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Totals</b>	<b>£33,321.08</b>	<b>£6,815.47</b>	<b>£27,089.00</b>	<b>£33,904.47</b>	<b>£583.39</b>
Debit					
Administration	£2,238.75	£580.32	£1,658.43	£2,238.75	£0.00
Litter pickers	£1,600.00	£0.00	£1,600.00	£1,600.00	£0.00
Salary	£6,050.00	£480.18	£5,569.82	£6,050.00	£0.00
General Power of Competence	£320.00	£0.00	£320.00	£320.00	£0.00
Allotments	£490.00	£0.00	£490.00	£490.00	£0.00
Playing Field	£697.00	£0.00	£697.00	£697.00	£0.00
Rest of village	£1,300.00	£0.00	£1,300.00	£1,300.00	£0.00
Grounds Maintenance	£6,252.00	£0.00	£6,252.00	£6,252.00	£0.00
Neighbourhood Plan	£5,000.00	£0.00	£5,000.00	£5,000.00	£0.00
NP Communicator Co-ordinator	£500.00	£0.00	£500.00	£500.00	£0.00
Churchyard donation	£1,000.00	£0.00	£1,000.00	£1,000.00	£0.00
S111 consultants	£2,000.00	£0.00	£2,000.00	£2,000.00	£0.00
Defibrillator funding	£365.00	£0.00	£365.00	£365.00	£0.00
Village Event Funding	£800.00	£0.00	£800.00	£800.00	£0.00
Projects	£4,000.00	£0.00	£4,000.00	£4,000.00	£0.00
	£0.00	£0.00	£0.00	£0.00	£0.00
<b>Totals</b>	<b>£32,612.75</b>	<b>£1,060.50</b>	<b>£31,552.25</b>	<b>£32,612.75</b>	<b>£0.00</b>
<b>Surplus</b>	<b>£708.33</b>	<b>£5,754.97</b>	<b>-£4,463.25</b>	<b>£1,291.72</b>	<b>£583.39</b>
Totals					
Revenue Surplus	£708.33	£5,754.97	-£4,463.25	£1,291.72	£583.39
Capital Surplus	£11,256.32	£30,395.51	-£18,352.03	£12,043.48	£787.16
<b>Total Surplus</b>	<b>£11,964.65</b>	<b>£36,150.48</b>	<b>-£22,815.28</b>	<b>£13,335.20</b>	<b>£1,370.55</b>







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<b>Planning Applications</b> <a href="https://publicaccess.eastherts.gov.uk">https://publicaccess.eastherts.gov.uk</a>	<b>HPC Response</b>
<b>3/23/0617/HH</b> <b>PROPOSAL:</b> Repair of brickwork. Installation of car charging point. <b>AT:</b> 7 High Street Hunsdon Ware Hertfordshire SG12 8NH <b>Deadline: Please send your comments to EHC by: 26th April 2023</b>	
<b>3/23/0618/LBC</b> <b>As above</b>	
<b>3/23/0637/HH</b> <b>PROPOSAL:</b> Erection 1 Bioclimatic Pergola (2.4 metres in height, 6.2 x 5.5 metres in length and width) at 3 Amiens <b>Deadline: Please send your comments to EHC by: 26th April 2023</b>	
<b>3/23/0641/FUL</b> <b>PROPOSAL:</b> Change of use and conversion of games room/residential annexe into a three-bedroom dwelling; alterations to fenestration and openings; front open sided porch extension and installation of electric vehicle charging point (part retrospective) at Land Adjacent To Hunsdon House Lodge Church Lane. <b>Deadline: Please send your comments to EHC by: 26th April 2023</b>	
<p>Cllr Toll suggests we object to this application. Cllr O'Shea will draft the letter of objection as we have already objected to similar applications. Cllr Ottolangui, McDonald agreed to object and Stella. Cllr Toll to approach Cllr O'Shea to write the letter of objection. If we are unable to draft this in time, we should approach the consultant that previously drafted objections to other properties in this area. Councillor Toll suggests we request Jed to carry out the letter, Cllr Toll proposes approval of the spend of £300 for the work to be done. All councillors agreed. Action: Cllr Toll to approach Cllr O'Shea and ten Jed Griffiths. Action: clerk to obtain an extension to the application.</p>	
<b>Decisions from EHC Planning</b>	
<b>3/22/2068/FUL</b> <b>PROPOSAL:</b> Change of use of two agricultural buildings to an Animal Hydrotherapy Unit; infill extension to join the two buildings together; and alterations to roof, fenestration and openings at Brickhouse Farm Church Lane. This matter was considered by EH Council on the 30th March 2023 and it was decided to <b>Grant Planning Permission subject to Conditions</b>	
<b>3/22/2069/LBC</b> <b>As above</b>	