

**MINUTES OF WESTMILL PARISH COUNCIL MEETING HELD IN WESTMILL VILLAGE HALL ON  
26<sup>th</sup> February 2020 AT 7.30PM**

Councillors: Michael McRae (Chairman)  
Winston Pickup

Ray Partridge  
Anne Downes

Officer attending: Bernadette King (Clerk and RFO) outgoing clerk, Sarah Kubica incoming clerk  
Present 3 members of the public.

**APOLOGIES FOR ABSENCE**

20.001 Received from Cllr. Diane Bowtell .

**DECLARATIONS OF PECUNIARY INTEREST**

20.002. Cllr. McRae declared an interest in matters relating to the Greg Trust in his capacity as a Trustee of the Greg Trust.

**MINUTES OF MEETING**

20.003. The minutes of the WPC meeting held on the 4<sup>th</sup> December 2019 were signed as a correct record.

**FINANCE**

**20.004. Finance Report and payments for approval.**

The finance report was noted and the cheques before Council were agreed. The list of payments and the finance statement are an appendix to these minutes. The Council also authorised the payments for

- Litter picking for the months of February, March 2020 and April 2020.
- Clerks salary for January-March.
- Grass cuts March and April. In line with inflation this to be raised to £ 49 .00 per cut.
- HAPTC annual subscription, £190.22
- Printer ink.
- Annual newsletter donation, £100.00.
- New clerk training costs, (to be recorded by the incoming clerk).

**PLANNING.**

20.005. Cllr. Downes is kept updated by East Herts Enforcement Officer re the structure erected on Cherry Green Lane land which has been refused planning permission but was under appeal. This structure has now been removed and Cllr. Downes will contact the Enforcement Officer to request a site inspection to check that the site is cleared. (3/18/0918/FUL).

20.006. Planning application 1170FUL has been rejected by East Herts although WPC had no objections to this submission.

20.007. This planning application was noted, 3/20/0271/HH. Demolition of an outbuilding and erection of a single storey building to create a gym. WPC had no objections to this submission.

**REVIEW OF BYWAYS IN WESTMILL PARISH (GT. MUNDEN 059/COTTERED 047)**

20.008. WPC sent a letter to HCC stating their concerns about the possible change in traffic usage of these byways, which has been acknowledged. However, HCC informed WPC that the consultation period has not started yet but they will let WPC know when this commences.

**VILLAGE GREEN**

20.009. M. Foskett will continue in his role as grass cutter at a slightly increased rate of £ 49.00 per cut, to commence in March 2020.

**HIGHWAYS**

20.010. Cllr. Downes has continued to report all noticeable potholes in Westmill to Highways

20.011. An area of concern noted by Cllr. Downes is at Coles Park up to the Hammells Lane junction, however Highways have informed her that this is an unadopted road and therefore not their responsibility. Cllr. Downes is to investigate this further.

20.012. Cllr. Downes will arrange to meet with James Vine from Highways to discuss what can be done to improve the safety of the village roads as the road safety signage is non-existent.

**RISK ASSESSMENT REVIEW**

20.013. Cllr. Partridge circulated an updated Risk Assessment to all councillors; a discussion of all the issues followed and amended as appropriate.

20.014. Cllr. Pickup proposed cleaning the benches on the Village Green in the Spring and then reviewing their safety as referred to in the Risk Assessment, this was seconded by Cllr. McRae and approved by all.

**NEIGHBOURHOOD WATCH SCHEME.**

20.015. Sgt. Duncan Wallace, our local officer has now retired and been replaced by acting sergeant Nicola Hunt. Mr Downes is hoping to arrange a meeting with new officer and invite her to a WPC meeting.

20.016. Mr. Downes informed WPC that there have been 3 minor incidents in Westmill recorded in the past 2 months.

**VILLAGE EVENTS.**

20.017. The Village Events Committee are planning a Village street party as part of the national VE day celebrations on 8<sup>th</sup> May 2020. The siting of this event was discussed and although WPC did not object to a marquee on the village green it was suggested that a safer site would be the Westmill children's playground. Cllr. Partridge will inform the Events Committee of these comments.

20.018. Cllr. McRae will post a notice on the Village notice board informing the villagers of upcoming events at the Sword, as decided at the last WPC meeting in response to concerns raised.

20.019. Cllr. Mcrae informed the council that a Westmill community Facebook page has been set up by a villager and information of events in the village are posted on it.

20.020. The Westmill Activity group has a varied programme of events planned for the year, details of which are on the village notice board and the Westmill Community Facebook page.

20.021. WPC agreed to take part in the Great British Spring Clean campaign ,20<sup>th</sup> March -13th April

20.022. Litter pickers will be purchased to help. Those involved will chose a date to suit within the time frame set.

**PROPOSED VILLAGE SIGN.**

20.023. Cllr. Partridge updated the Council on the progress of this project.

**GREG TRUST REPORT.**

20.024. Cllr. McRae updated the Council on the work of the Greg Trust within the village. The report is attached to these minutes.

**CORRESPONDENCE**

20.025. Noted and attached to the minutes.

**PARISH CLERK/RFO POSITION**

20.026. Cllr. McRae introduced Sarah Kubica to the council. She is to take over the clerk's position on 1st April 2020, from Bernadette King. She will be given training from the outgoing clerk during March, for which she will be paid. She will also attend the next clerk training course run by HAPTC if possible.

**URGENT MATTERS**

20.027. After a recent incident in the village WPC have sent a letter to the Puckeridge Hunt outlining concerns about the safety of the event and asking for an explanation of the events of this day. An assurance that any future hunt meet's will be kept away from the centre of Westmill village has also been requested.

No reply has yet been received.

20.028. There were no formal applications for the parish councillor vacancy, which had been advertised on the WPC website and Westmill noticeboard, with a closing date of 31<sup>st</sup> January 2020.

20.029. Bernadette King, outgoing clerk, has written to Cllr. McRae expressing her interest in joining WPC as a parish councillor. Cllr. Mc Rae proposed her appointment and Cllr. Downes seconded it.

Cllr. McRae will contact HAPTC to ensure that the correct procedure is followed.

20.030. Cllr. Downes suggested that funds raised at village events should be published in the Westmill newsletter so that the villagers are informed. Cllr. Pickup proposed that these comments should be relayed to the relevant chairpersons.

**PUBLIC PARTICIPATION**

20.031. A member of the public said that the letter to the Hunt re the February incident was appreciated and that the matter will be further raised with the local MP, by them.

20.032. A member of the public commented on the amount of debris left on Cherry Green Lane after the tree and hedge pruning undertaken recently. Cllr. Mc Rae said that this will be cleared.

**DATE OF NEXT MEETING**

The next WPC meetings will be on 20<sup>th</sup> May at 7.00pm, there will be 3 meetings on that date; AGM, APC and normal WPC meeting.

The meeting closed at 9.26pm. Cllr. McRae thanked everyone for their contribution.

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