

**MINUTES OF WESTMILL PARISH COUNCIL MEETING REMOTELY VIA ZOOM ON  
17 February 2021 AT 4.00PM****Councillors: Michael McRae (Chair)****Winston Pickup****Bernadette King****Anne Downes****Ray Partridge****Officer attending: Sarah Kubica (Clerk and RFO)****APOLOGIES FOR ABSENCE**

21.001 Apologies received from Cllr Bowtell

**DECLARATIONS OF PECUNIARY INTEREST**

21.002 Cllr McRae and Cllr King declared an interest in matters relating to the T&amp;M Greg Trust in their capacity as Trustees of the T&amp;M Greg Trust.

**PUBLIC PARTICIPATION**

21.003 M Mason who provides litter picking services to the village reported fly tipping near the bridge on the A10 northern village exit which she has moved so it does not cause an obstruction. M Mason also reported a weekly clearing of the drain at the foot of CGL and the existence of a deep pot hole on the road between Turks Place and Old Gaylors. Cllr Downes and Cllr McRae will report and position a cone or sign if necessary

**MINUTES OF MEETING**

21.004 The minutes of the WPC meeting held on the 17 November 2020 was proposed by Cllr King and seconded by Cllr Downes and approved unanimously as a correct record

**FINANCE**

21.005 RFO distributed information on payments made since 17 November. Dog foul bin maintenance payment was queried. Clerk confirms the invoice is a correct calculation for Feb-Mar pro rata 2/12 + vat. Clerk confirmed to Cllr McRae that a new banking spreadsheet will be used from April to make it easier to view itemised transactions

21.006 The payments before Council were agreed. The list of payments is an appendix to these minutes.

21.007 RFO circulated information on payments expected to Mar 2021. Litter pick, electricity and website payments for April were added.

21.008 Clerk confirmed the 21-22 precept request has been signed by Cllr King, Cllr McRae and Cllr Pickup and received by EHDC

21.009 EHDC grant has been received in WPC bank account on behalf of Westmill Croquet Club and has been paid out in full to settle Westmill Croquet Club expenses for additional equipment. Cllr King confirmed that evidence of the grant funded items will be shown on social media.

**EAST HERTS COUNCIL**

21.010 New brown bin arrangements from 1 April, Cllr Bowtell provided full information from EHDC to Cllr McRae. Household leaflets expected. Query regarding how to pay if a DD arrangement is not possible. Cllr King to see if EHDC has a phone number to call

**VILLAGE GREEN**

21.011 Grass cuts agreed at 12x£49 for 2021-2 to be offered to M Foskett. Proposed by Cllr Partridge and seconded by Cllr Pickup. In a brief discussion Cllr McRae confirmed to Cllr Downes that the grass cutting arrangement is priced competitively when compared with prices from private companies. Cllr Downes reminded Council of the discussion minuted 20.090 regarding inadequacies of bank reserves, which will be addressed in a future face to face meeting

**PLANNING**

21.012 Planning application details attached as an appendix to these minutes. Application 3/21/0265/AGPN was discussed and agreed that Council would respond by re-submitting comments made for a similar previous application (3/20/0600/FUL for creation of access) based upon highway safety and visibility issues. Clerk to email Cllr McRae with original response.

**BUS SHELTER**

21.013 After liaising with Cllr Jeff Jones, Cllr Downes made good progress in arranging for the bus shelter to be included under HCC maintenance arrangements. Now awaiting formal notification of adoption of bus shelter by Herts Highways before removing this as a WPC asset

**RESIDENT CONCERNS**

21.014 Concerns over vehicle speeds in the village have been shared with Cllr Jeff Jones and Cllr Andrew Huggins. Cllr McRae suggested a traffic survey be undertaken to identify traffic volume and vehicle size in order to identify where in the village would benefit most from traffic calming measures. Clerk to develop spreadsheet for recording data. Cllr King suggested sharing the traffic survey idea on social media to see if any villagers wanted to volunteer to collect data

21.015 Cllr McRae spoke briefly about grass verge damage which is often greater during the colder, wetter months. Clerk mentioned that a verge in CGL was in better condition due to a change in parking habits

**HCC HIGHWAYS**

21.016 Cllr Downes has a good response from HCC regarding potholes, but has not received information regarding road sweeping. 'What3words' app is very helpful in providing fly tipping/pothole location information to HCC

**WEBSITE UPDATE**

21.017 Photographs so far supplied for the website are too low in quality to display. Meetings page updated for 2021. Accessibility policy draft to be sent to Cllr Pickup for review

**RISK ASSESSMENT**

21.018 To be updated regarding bus shelter adoption. Clerk to set up alternative access arrangements for WPC email and IT with Cllr Pickup in case Clerk is incapacitated. Cllr Partridge to research village noticeboard options

**NEIGHBOURHOOD WATCH**

21.019 Cllr Downes reported: Police recorded no crimes in Westmill from Nov-Jan21. 2 Section 59 warnings issued to off-road bikes in Cherry Green. Fly tipping is regularly reported

**GREG TRUST**

21.020 Cllr McRae provided an update: Greg Trust in discussion with Charities Commission regarding amalgamation of sub-charities. When this happens, the village residents will be consulted. Cllr King has designed a Greg Trust information pamphlet to be distributed later in the year to households. Cottage no 4 work completed and newly tenanted. Village Hall remains subject to Covid restrictions with the nursery operating in line with government guidelines.

Village Hall booked for 6 May election

**CLERK'S REPORT**

21.021 Clerk has attended HAPTC remote meeting on the development of a new Code of Conduct for parish councils. Clerk to attend East Herts Electoral Review zoom meeting on March 24 7pm. Zoom invite shared with councillors. Wildlife Trust document on Hertfordshire wildlife is with Clerk if anyone wishes to view

**MATTERS ARISING**

21.022 Nothing reported

**DATE OF NEXT MEETING**

21.023 19 May 7pm in Village Hall or 2pm via Zoom

**MEETING CLOSE**

21.024 The meeting closed at 6.05pm. Cllr McRae thanked everyone for their contribution

Cheque/DD	Item Description	Amount (VAT incl)	Payee
Payments since last meeting 17 November 2020			
BACS	DOG FOUL BIN EMPTYING	26.32	EHDC
BACS	LITTER NOVEMBER	96.00	M.MASON
BACS	LITTER DECEMBER	96.00	M MASON
BACS	LITTER JANUARY	96.00	M MASON
DD	ELECTRICITY NOVEMBER	0.91	EON
DD	ELECTRICITY JANUARY	3.61	EON
BACS	XMAS TREE	110.00	DANE END FARM
BACS	CLERKS SALARY	192.00	S KUBICA
DD	WEBSITE & EMAIL NOVEMBER	3.60	IONOS
DD	WEBSITE & EMAIL DECEMBER	3.60	IONOS
DD	WEBSITE & EMAIL JANUARY	3.60	IONOS
CHEQUE	GRASS CUT	147.00	M FOSKETT
BACS	CHT ANNUAL SUPPORT	151.20	CHT
BACS	GREG TRUST DONATION	2000.00	T&M GREG TRUST
BACS	CHURCH DONATION	200.00	ST MARY
BACS	LIMES X 17 POLLARDING	540.00	T FULLER
Payments expected to March 2021			
BACS	ZOOM SUBSCRIPTION FEBRUARY2021	14.39	S KUBICA
BACS	ZOOM SUBSCRIPTION NOVEMBER2020	14.39	S KUBICA
DD	WEBSITE & EMAIL FEBRUARY	3.60	IONOS
DD	WEBSITE & EMAIL MARCH	3.60	IONOS
DD	WEBSITE & EMAIL APRIL	3.60	IONOS
BACS	CLERKS SALARY JAN-MAR EST	205.00	S KUBICA
DD	ELECTRICITY FEBRUARY EST	0.20	EON
DD	ELECTRICITY MARCH EST	0.20	EON
DD	ELECTRICITY APRIL EST	0.20	EON
BACS	DOG FOUL BIN EMPTYING ANNUAL FEE	131.60	EHDC
BACS	LITTER FEBRUARY	96.00	M.MASON
BACS	LITTER MARCH	96.00	M.MASON
BACS	LITTER APRIL	96.00	M.MASON

Planning Application Consultation	Location	Deadline/ Decision Date	Description/Comments	Decision	LPA Appeal Ref
3/21/0265/AGPN	Land At Gaylors Farm	24/02/21	Proposed road	Pending	N/A
3/20/2161/LBC	Coles Hill House	01/12/20	Internal/external repairs GdII/ WPC appreciates being kept informed	Granted with conditions	N/A
3/20/1115/LBC 3/20/1114/HH	Woolpack Croft	30/11/20	Single storey oak framed garden room/written statements to be decided by Secretary of State appointee	Appeal	20/00118/REFUSE 20/00119/REFUSE
3/20/1567/LBC 3/20/1566/HH	Keepers Cottage	26/02/21	New gable end roof/written statements to be decided by Secretary of State appointee	Appeal	20/00134/REFUSE 20/00135/REFUSE
3/20/2555/HH 3/20/2556/LBC	Old Gaylors	11/01/20	Outbuilding alterations to create ancillary accommodation	Granted with conditions	N/A