

MINUTES OF WESTMILL PARISH COUNCIL MEETING ON 2 March 2022 AT 7.30PM IN WESTMILL VILLAGE HALL

Councillors: Michael McRae (Chair)
Jim Beaven

Winston Pickup
Anne Downes

Bernadette King
Ray Partridge

District Councillor: Andrew Huggins (EHC)

Officer attending: Sarah Kubica (Clerk and RFO)

Public present: 1

22.001 **APOLOGIES FOR ABSENCE** All Parish Councillors present and apologies received from Cllr Jeff Jones

22.002 **DECLARATIONS OF PECUNIARY INTEREST** Cllr McRae and Cllr King declared an interest in matters relating to the Greg Trust in their capacity as Trustees of the Greg Trust

22.003 **MINUTES OF MEETING** The minutes of the WPC meeting held on the 1 December 2021 were proposed as a correct record by Cllr Downes and seconded by Cllr Partridge

UNAUTHORISED DEVELOPMENT (UD) ON CHERRY GREEN LANE (CGL) UPDATE

22.004 Cllr Huggins reminded all present that at the time of WPC's 1 December briefing it was not known that EHC had accepted a planning application. This briefing was given in good faith, but in light of an accepted planning application, EHC's course of action changed in that it is assessing the planning application. Highways has recommended refusal. The applicant has agreed that there is no time-limit for EHC to make a decision. The applicant has made an application to vary to the Court. EHC does not know the details of the variation and is awaiting a Court date. EHC to assign a new Planning officer due to personnel changes. Cllr Downes confirmed that 2 loose dogs were reported by residents last weekend and this had been reported to the Police. Clerk confirmed that this was also reported to EHC via: <https://www.eastherts.gov.uk/community-wellbeing/anti-social-behaviour/report-anti-social-behaviour>

Cllr Huggins reminded all present that EHC planning should be made aware of any activity on the site and residents can report here:

<https://www.eastherts.gov.uk/planning-building/planning-enforcement/planning-enforcement-reporting-form> Clerk confirmed that UK Power Networks had attended the site on 12 January and confirmed an investigation of a faulted joint to an illegal supply

22.005 **PUBLIC PARTICIPATION** One member of the public present

FINANCE

22.006 The payments since the last meeting and up to date banking spreadsheet were distributed prior to the meeting

22.007 RFO advised that electricity contract is due to renew on 29 April and the options provided represent an increase of £240 pa. After brief discussion Cllr McRae will contact Utility Aid for information about energy switching. Clerk to obtain the details of an energy switch company used by St Mary's and will find out the price to disconnect the supply in the event it is unsustainable. The fee for monthly litter picking did not increase in the 2020-1 budget due to no increase in the payment received from EHC for this service. In effect from 1 April 2022 and as per the budget agreed in December this will increase to £97.50 per month. Cllr Huggins requested to leave the meeting while Clerk's salary was discussed and an increase of 30p per hour agreed with effect from 1 April 2022. All payments before council and expected payments to May 2022 are attached as an appendix to these minutes and proposed by Cllr King, seconded by Cllr Pickup and Cllr Beaven. RFO confirmed that as VAT incurred on purchases is currently less than £100 in total, it can only be claimed back as part of a claim covering a 12 month period

Cllr Andrew Huggins briefed full council on the district boundary review minuted in 22.018 and left at this point in the meeting at 8.35pm

22.008 VILLAGE GREEN GRASS CUTTING APRIL-OCTOBER 2022

An increase to £51 per cut was agreed. WPC is happy with the current service which is provided by a local person with an association to the village. Proposed by Cllr Beaven, seconded by Cllr Partridge

22.009 TREES, BENCHES AND NOTICEBOARD Cllr Downes shared her difficulties in obtaining quotes from busy contractors for the work required on the Lime Tree on the village green. Initial verbal quotes in the region of £850. Cllr Downes will continue to research and has also secured budget from Cllr Jeff Jones. Cllr Beaven is interested in refurbishing existing benches, so Cllr Pickup will arrange digger to remove benches in the first instance to assess viability.

22.010 COMMUNITY EVENTS Participation in the Great British Spring Clean confirmed for Saturday 26 March, 10.30am meet on the village green for litter picking

22.011. Queen's Jubilee 2-5 June, a church service and picnic and WPC fully support the village events planned by residents

22.012 PLANNING Planning application details attached as an appendix to these minutes. Planning ref: 3/22/0345/FUL was discussed and Cllr Beaven and Cllr Pickup to research whether the replacement grain store represents a sizeable increase in storage and any potential to increase traffic.

22.013 HIGHWAYS Cllr Downes has successfully flagged the south exit onto A10 for repair and has also reported the pot holes/faded white lines at the bottom of CGL. Once south exit repairs complete, Cllr Downes will press for repairs to the north exit. Cllr Beaven attended the '20s Plenty' Campaign webinar and outlined the main points. This campaign promotes a broad-brush approach to reduce all 30 mph speed limited areas to 20 mph using 'signs and lines' instead of focusing on individual 30 mph areas using traffic calming measures. Successful implementation in some cities and counties nationally has resulted in a lower incidence of road traffic accidents and a council budget saving. Hertfordshire's network of market towns, villages and hamlets would benefit from a low cost solution to reduce traffic speed. This is a global transport initiative recognised by the UN as speed reduction reduces CO2 emissions and is quieter. WPC is unanimous in its support of the '20s Plenty for Hertfordshire' campaign and calls on Hertfordshire County Council (HCC) to implement a 20 mph speed limit in Westmill and will draft a letter to HCC requesting a 20 mph limit on streets. (Some roads can be singled out to remain 30)

22.014 RISK ASSESSMENT Cllr Partridge has spoken to a local provider for defibrillator training. Quote received for telephone box maintenance of £161 proposed by Cllr Partridge and seconded by Cllr Beaven.

22.015 NEIGHBOURHOOD WATCH UPDATE Update from Dennis Downes, the neighbourhood watch representative for Westmill. One crime reported in the last 3 month period which was a burglary in the village. PCSO Karen Broad is holding a police open day on Saturday 19 March on the village green from 12-2pm to promote community engagement. This is an opportunity for residents to meet the local police officers and share any worries or concerns, to ask questions and seek advice and maintain a good community relationship with the local constabulary. This will be advertised on the village noticeboard, WPC website, social media and communicated to local businesses. Any issues of concern in the village can be reported in confidence to:

dennisdownes@btinternet.com or clerk@westmillpc.org.uk in addition to the police or EHC

22.016 GREG TRUST UPDATE The new scheme was approved by the Charity Commission on 20/12/21 with trustees on a 4 year term and formal meetings required. Next meeting is on 14 March.

22.017 CLERK/RFO REPORT Rural bulletins and information on the Luton Airport increased volume consultation has been received by the Clerk and the consultation link is on the website.

22.018 MATTERS ARISING Cllr Huggins reported on the Boundary Commission's initial proposal whereby Westmill and both of the Mundens will form a single member ward with the parishes of Ardeley, Sacombe & Bengoe Rural. The review is asking for consultation comments here: <https://consultation.lgbce.org.uk/node/29963> by the 9th May, with final plans being published on the 2nd August. Cllr King questioned Westmill's village category 2 classification and WPC will find out how to appeal. Cllr Downes requested a means to communicate information such as power cuts to community members that are not on social media groups, ie phone tree

DATE OF NEXT MEETING 22.019 2022 Meetings: 18 May (and annual meetings), 7 September, 30 November

MEETING CLOSE 22.020 Meeting closed at 9.35pm. Cllr McRae thanked everyone participating

APPENDIX Payments since last meeting 1 December 2021 and expected to May 2022

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Cheque/DD	Item Description	Amount (VAT incl)	Payee
BACS	LITTER DECEMBER	96.00	M.MASON
BACS	LITTER JANUARY	96.00	M.MASON
BACS	LITTER FEBRUARY	96.00	M MASON
DD	ELECTRICITY NOVEMBER	0.68	EON
DD	ELECTRICITY DECEMBER	1.05	EON NEXT
DD	ELECTRICITY JANUARY	1.04	EON NEXT
DD	ELECTRICITY FEBRUARY	1.11	EON NEXT
BACS	CLERKS SALARY OCT-DEC	292.80	S KUBICA
DD	WEBSITE & EMAIL DECEMBER	9.60	IONOS
DD	WEBSITE & EMAIL JANUARY	9.60	IONOS
DD	WEBSITE & EMAIL FEBRUARY	9.60	IONOS
BACS	ST MARY DONATION	200.00	ST MARY
BACS	GREG TRUST DONATION	1500.00	GREG TRUST
BACS	NEW COUNCILLOR & GDPR TRAINING	44.00	HAPTC
BACS	DEFIB MANAGEMENT FEE	151.20	CHT
BACS	PRINTING COSTS PLANNING COMMENTS	25.00	STREAMLINE YOUR PR
DD	WEBSITE & EMAIL MARCH	9.60	IONOS
DD	WEBSITE & EMAIL APRIL	9.60	IONOS
DD	WEBSITE & EMAIL MAY	9.60	IONOS
BACS	CLERKS SALARY JAN-MAR EST	270.00	S KUBICA
BACS	CLERKS SALARY APR - JUN EST	318.00	S KUBICA
DD	ELECTRICITY MARCH EST	1.03	EON NEXT
DD	ELECTRICITY APRIL EST	1.02	EON NEXT
DD	ELECTRICITY MAY EST	2.70	EON NEXT
BACS	HAPTC ANNUAL SUBSCRIPTION	195.69	HAPTC
BACS	PURE BALANCE ACCOUNTING	90.00	PURE BALANCE
BACS	LIME TREE MAINTENANCE EST	250.00	IF PROPOSED
BACS	ZURICH INSURANCE EST	430.00	ZURICH
BACS	GRASS CUTS APRIL	98.00	M FOSKETT
BACS	GRASS CUTS MAY	98.00	M FOSKETT
BACS	LITTER MARCH	96.00	M.MASON
BACS	LITTER APRIL	96.00	M.MASON
BACS	ACCOUNTS AUDIT FEE	100.00	J JAMES

Planning Application Consultation	Location	Deadline/ Decision Date	Description/Comments	Decision	LPA Appeal Ref
3/21/3014/HH	Westmill Bury	20/01/22	Installation of a chemical free natural swimming pool to rear garden	Pending	N/A
3/21/1880/LBC 3/21/1879/HH	4 Pilgrims Close	15/12/21	New window and door to rear elevation, existing entrance door to be permanently fixed shut with existing fixed entrance door to be re-instated for operational use	Grant consent with conditions	N/A
3/21/2509/FUL	Land at Cherry Green Lane	10/01/22	Change of use of the land for 2 Gypsy and Traveller residential pitches, accommodating the siting of 2 mobile homes, 4 touring caravans and 2 dayroom/amenity buildings, alongside the formation of an access road, areas of hardstanding, provision for foul water drainage and widened site entrance onto Cherry Green Lane	Pending	N/A
3/21/1577/FUL 3/21/1898/LBC	Coles Hill House	22/07/21 18/08/21	Installation (below ground) of ground source heat pump array and installation (above ground) of PV (photo-voltaic) array Internal alterations: Ground level - re hanging of door, removal of partition wall in corridor and creation of doorway, reinstatement of joinery and plaster, replacement of staircase. First floor- Creation of new access to bathroom, creation of window and insertion of rooflight on second floor. Internal alterations: formation of solid ground floor; installation of three LPG boilers with fan assisted flues to east elevation; replacement timber doors; alterations to external doorway and structural repairs	Pending Pending	N/A
3/21/0909/LBC 3/21/0908/FUL 3/21/1792/LBC 3/21/1791/FUL	Knights Hill Farm	10/05/21 09/08/21 10/08/21	Convert agri building to 3 bedroom dwelling. Demolition of ancillary outbuildings/stairs. Install new walls, internal stairs. Change of use. Change of use of a group of agricultural farm buildings into 4no. dwellings and associated works	Pending	N/A
3/21/2442/FUL	1&2 Knights Hill Cottages	11/01/22	Erection of two storey side extensions, single rear storey extensions to link dwellings to the existing detached stores, replacement pitched roofs, alterations to fenestration and openings, erection of two detached garages, new vehicular access and associated residential curtilages	Pending Reconsultation	N/A
3/21/2664/LBC 3/21/2663/HH	Archers Hall	23/11/21	Single storey extension with roof lantern to main dwelling. Creation of patio with planting beds, demolition of garden wall and erection of new garden wall. Single storey extension to outbuilding and insertion of window to flank elevation.	Pending	N/A