

**MINUTES OF WESTMILL PARISH COUNCIL MEETING ON 18 May 2022 AT 7.30PM in Westmill Village Hall**

**Councillors:** Michael McRae (Chair)    Winston Pickup    Bernadette King  
 Anne Downes    Ray Partridge    Jim Beaven

**Officer attending:** Sarah Kubica (Clerk and RFO)

**Present:** 1 member of the public

**Present:** County Cllr Jeff Jones

**APOLOGIES FOR ABSENCE**

22.031 All present

**DECLARATIONS OF PECUNIARY INTEREST**

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

**MINUTES OF MEETING**

22.033 The minutes of the WPC meeting held on 2 March 2022 were proposed by Cllr King and seconded by Cllr Pickup and approved as a correct record

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

22.034 Q&A with Cllr Jones:

**Q** Cllr McRae asked for details of the Variation to the High Court Order and if it was likely this application would be approved.

**A** East Herts Council (EHC) Planning know a Variation has been submitted but not the details. It may be that these details only come to light in the event of an appeal. If approved, District Cllr Huggins has made a request for this application to be reviewed by the Development Management Committee (DMC). Planning will follow Policy to make its decision.

**Q** Cllr Downes asked why there has been limited feedback from EHC after a good initial involvement and no details of the planning officer responsible. Cllr Downes attended a virtual meeting with concerned local parish councils over the lack of enforcement, planning dissatisfaction and general poor communication with EHC departments.

**A** Cllr Jones suggested WPC request to meet with senior EHC staff, Highways and Planning.

**Q** Cllr Pickup asked if the press should be involved to highlight the delay in EHC in making a decision and communicating.

**A** Cllr King added that the press may not share the view of WPC. Cllr Jones reported that the reports by agencies are already on the planning portal, the application is awaiting officer decision.

**PUBLIC PARTICIPATION**

22.035 Member of the public asked if there is a rule on timings? Cllr Jones confirmed that there are time limits. The next EHC date of importance will be the planning meeting to hear the application, no date given.

**FINANCE**

22.036 Audit requirements for the year ending 2021/2022

- |   |                      |
|---|----------------------|
| a) To approve the Annual Accounts 2021/2022                             | approved unanimously |
| b) To approve the Certificate of Exemption 2021/2022                    | approved unanimously |
| c) To approve the Annual Internal Auditor Report for the year 2021/2022 | approved unanimously |
| d) To approve Section 1, the Annual Governance Statement 2021/2022      | approved unanimously |
| e) To approve Section 2, Accounting Statements 2021/2022                | approved unanimously |
| f) Dates for the public rights period (13 June to 25 July 2022)         | approved unanimously |

22.037 RFO circulated information on payments expected to September 2022. The list of payments is an appendix to these minutes.

22.038 The payments before Council were agreed. Cllr McRae to re-book painting of telephone defibrillator kiosk. Cllr Partridge submitted expenses for laminating sheets for displayed notices. Cllr Beaven donated paint for village green bench

**VILLAGE GREEN LIME TREE, NOTICEBOARD**

22.039 Cllr Downes needs EHC guidance to significantly reduce the lime tree but only the arborist can contact EHC and there is no one in the department. Cllr Jones to provide EHC contact name to Cllr Downes. Noticeboard is difficult to pin notices and WPC require a covered portion for notices instead of laminating. Cllr Partridge to obtain quotes and specifications. Funding potentially from locality budget as current WPC budget not large enough for the full expense.

**VILLAGE GREEN ELECTRICITY SUPPLY**

22.040 The supply was disconnected on 11 May. Cabinet will remain. Cllr Beaven and Cllr Partridge to operate Christmas tree lights from a donated car battery or similar for December.

**VILLAGE GREEN BENCHES**

22.041 WPC thanks Cllr Beaven and Cllr Pickup and the generosity of local parishioners who removed, renovated and re-installed the benches to a professional standard.

**VILLAGE SIGNS**

22.042 Cllr Jones to follow up request with Highways for village signs, there are no signs entering Westmill.

**BOUNDARY COMMISSION**

22.043 WPC and Cllr Partridge have commented on the consultation which closed on 9 May and a final decision expected on 2 August. Cllr Jones explained that due to Buntingford expansion a 3 member ward is needed and if the Buntingford ward was based on the neighbourhood plan (NP) there would be capacity to join Westmill to this area (as Westmill is not part of the NP). However the current proposal is not based on the Buntingford NP.

**PLANNING**

22.044 Planning application details attached as an appendix to these minutes. Brief discussion on the apparent delays in decisions.

**HCC HIGHWAYS**

22.045 North exit to A10 patched and surface dressed. White lines on CGL outstanding.

**RISK ASSESSMENT**

22.046 Village Green electrical supply inspection no longer applicable. Cllr McRae to contact arborist for lime tree pruning and schedule painting of telephone kiosk.

**POLICE REPORT/NEIGHBOURHOOD WATCH**

22.047 Cllr Downes reported: Police recorded no crimes in Westmill since the last meeting.

**GREG TRUST (GT)**

22.048 Cllr McRae updated all present, the Village Hall floor was last refurbished 7 years ago and is now due. In summer 2023 roof repairs are expected in line with the GT's aims to improve insulation. The GT is happy to report increased numbers of residents and visitors enjoying its well-maintained outside spaces; a nature reserve area and playground; with 2 people waiting for allotments. A scheduled tree survey of the 'Twitchell'; and inspection of the playground in June or July are to be carried out. A river walk through the grazing field and field gate installation is under consideration and in consultation with local contractors.

**CLERK'S REPORT**

22.049 Email bulletins from Countryside Alliance and Rural Services Network available from the Clerk. Clerk involved in supporting a resident with an appeal for a school place; and is responding to LADACAN regarding inclusion of WPC for representation regarding noise levels from Luton Airport. Reminder of 22 June EHDC virtual 'town and parish engagement' meeting which includes item on waste services. Cllr Jones is on a committee for shared waste services, there is a new government requirement for weekly food waste collections from 2023.

**MATTERS ARISING**

22.050 Cllr Beaven has completed HAPTC GDPR and new councillor training. Cllr Jones spoke of the success of recent trips using (BCAT) Buntingford community bus to transport supplies to, and people from Ukraine for local re-settlement with East Herts hosting 47 adults and 36 children and Hertfordshire totals of 243 adults and 179 children.

**DATE OF NEXT MEETING**

22.051 7 September meeting proposed rescheduling to 24 August due to limited councillor availability. 30 November 2022, 22 February 2023, 17 May 2023

**MEETING CLOSE**

22.052 The meeting closed at 9.20pm. Cllr McRae thanked everyone for their contribution

Cheque/DD	Item Description	Amount (VAT incl)	Payee
Payments since last meeting 2 Mar 2022			
BACS	LITTER MARCH	96.00	M.MASON
BACS	LITTER APRIL	97.50	M.MASON
DD	ELECTRICITY MARCH	2.74	EON NEXT
DD	ELECTRICITY APRIL	1.04	EON NEXT
BACS	PRINTING PAPER EXPENSES	3.50	S KUBICA
BACS	GB CLEAN UP LITTER PICK TOOLS EXPENSES	22.98	M MCRAE
BACS	CLERKS SALARY JAN-MAR	219.60	S KUBICA
DD	WEBSITE & EMAIL MARCH & APRIL	9.60 per month	IONOS
BACS	HAPTC ANNUAL SUBSCRIPTION	195.69	HAPTC
BACS	PURE BALANCE ACCOUNTING	90.00	PURE BALANCE
BACS	GRASS CUTS MAR/APRIL	153.00	M FOSKETT
BACS	DOG BIN EMPTYING ANNUAL FEE	139.81	EHDC
BACS	ACCOUNTS AUDIT FEE	100.00	J JAMES
Payments expected to September 2022			
BACS	ZURICH INSURANCE	457.65	ZURICH
DD	WEBSITE & EMAIL MAY - AUGUST	9.60 per month	IONOS
BACS	CLERKS SALARY APR-JUN EST	318.00	S KUBICA
BACS	CLERKS SALARY JUL - SEP EST	220.00	S KUBICA
DD	ELECTRICITY DISCONNECT	235.00	EON NEXT
DD	ELECTRICITY APR/MAY EST	12.70	EON NEXT
BACS	GRASS CUTS AUGUST	102.00	M FOSKETT
BACS	GRASS CUTS JULY	102.00	M FOSKETT
BACS	GRASS CUTS JUNE	102.00	M FOSKETT
BACS	GRASS CUTS MAY	102.00	M FOSKETT
BACS	LITTER MAY	97.50	M.MASON
BACS	LITTER JUNE	97.50	M.MASON
BACS	LITTER JULY	97.50	M.MASON
BACS	LITTER AUGUST	97.50	M.MASON
BACS	TELEPHONE KIOSK PAINTING	160.00	MS ROB
DD	ANNUAL FEE GDPR	35.00	ICO
BACS	SUBSCRIPTION	10.00	100 PARISHES
BACS	LIME TREE MAINTENANCE EST	800.00	IF PROPOSED

Planning Application Consultation	Location	Deadline/ Decision Date	Description/Comments	Decision	LPA Appeal Ref
<b>3/22/1027/ARPN</b>	Barn2 GaylorsFm	07/06/22	Change of use of agricultural barn to C3 (residential) to create 3 dwellings	Pending	N/A
<b>3/21/3014/HH</b>	Westmill Bury	20/01/22	Installation of a chemical free natural swimming pool to rear garden	Pending	N/A
<b>3/21/2509/FUL</b>	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 CGL	Pending	N/A
<b>3/21/1577/FUL</b> <b>3/21/1898/LBC</b>	Coles Hill House	22/07/21 12/04/22	Installation (below ground) of ground source heat pump array and installation (above ground) of PV (photo-voltaic) array Addition of new flank window and insertion of new rooflight. Internal alterations to include: Ground Floor - rehangng of doors, removal of partition wall in corridor, creation of doorway, blocking up of doorway, reinstatement of joinery/plaster and replacement of staircase. First Floor - insertion of new partition wall and creation of new opening to bathroom	Pending Grant consent with conditions	N/A
<b>3/21/0909/LBC</b> <b>3/21/0908/FUL</b> <b>3/21/1792/LBC</b> <b>3/21/1791/FUL</b>	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
<b>3/21/2442/FUL</b>	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
<b>3/22/0345/FUL</b>	Land at Whatbarns	21/03/22	Erection of an agricultural grain store building to replace the temporary grain store	Pending	N/A
<b>3/22/0444/HH</b> <b>3/22/0453/LBC</b>	2 Church Cottages	09/05/22	Demolition of rear single storey addition. Construction of two storey and part single storey rear extension. Window alterations and replacement windows to front elevation	Refuse	N/A
<b>3/21/2664/LBC</b> <b>3/21/2663/HH</b>	Archers Hall	09/05/22	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.	Grant consent with conditions	N/A