**Brent Pelham and Meesden Parish Council**

**MINUTE OF**

**BRENT PELHAM & MEESDEN PARISH COUNCIL**

**Thursday 4th April 2019**

**VENUE: Brent Pelham Village Hall**

**PRESENT:**

Trevor Hughes (**TH**) Councillor and Chairman

Wilf Dimsdale (**WD**) Councillor

Ted Barclay (**TB**) Councillor and Vice Chairman

Kate Hinch (**KH**) Councillor

Steve Murphy (**SM**) Councillor

**In Attendance:**

Ken Newstead (**KN**) Clerk

**Minute Item Action**

**Year.Month.Item**

**19.04.01 Welcome and Apologies for Absence**

The Chairman welcomed the Councillors to this meeting and informed that apologies had been received from Cllr Sarah Wotton-Ramsay.

**19.04.02 Minutes of Previous Meeting**

Approval of the minutes of the 10th January 2019 meeting was proposed by KH and seconded by TB with no objections. A copy of the minutes was signed by the Chairman.

**19.04.03 Review Previous Actions Not Covered Elsewhere**

TB asked the Clerk to remind Cllr Jeff Jones that he agreed to contact EHDC Conservation team and ask why the PC had not been contacted about the meeting. **KN**

**19.04.04 Planning (Applications)**

3/19/0137/HH – Staples Cottage BP - Renovation and New Windows - The Council had no objections

**19.04.05 Highways**

KH reported that she had met with Ringways manager James Vine regarding a variety of issues in BP which she detailed for all to see in the Village Newsletter. Whilst much of the work will get completed over time due to budget restrictions, KH was happy to report that, missing and damaged signs at Washall Green on the B1038 which alert motorists of a dangerous bend would be replaced on 17th May.

KH also asked if LED Speed Signs could be purchased for Brent Pelham. The Clerk agreed to send the Councillors detail of suitable signs and ask Cllr Jeff Jones if there were any subsidies available for this from EHDC. **KN**

**19.04.06 Finance**

**Accounts**

The Clerk presented the YTD finance report and acceptance was proposed by SM and seconded by KN with no objections. A copy of the report was signed by the Chair and retained by the Clerk.

The Clerk presented the Annual Governance report for 2018/19 which details the total expenditure for the year of £3,906 and reserves of £12,489 together with commentary on variances over previous years. Approval of the report was proposed by KH and seconded by TB. The report was signed by the Chair.

SM asked the Clerk to check if our reserve could be held in an account offering a better rate of interest. Options to be investigated. **KN**

**Proposals for Payment**

The Clerk asked if he could claim £10 expenses for returning the Parish Council forms in person to EHDC in Hertford and continue the annual £175 subscription to Herts Association of Parish Town Councils (HAPTC). The Council approved the payments.

**19.04.07 Defibrillator & VETS**

The Clerk presented a list of village residents asking for First Aid training which will be done in May this year. The funding for this training will be paid from our New Homes Bonus as it is of direct benefit of our residents. **KN**

**19.04.08 Repairs and Maintenance**

TB confirmed that land surrounding the BP Stocks is either Manorial Waste land or owned by him. In either respect TB is to email the Parish Councillors to give the Parish Council full ownership of the stocks for maintenance purposes. **TB**

KH contacted Mike Brown the Conservation Officer to get his permission to overhaul the Stocks, but their team have a backlog of work and need three months to review our request. **KH**

KH to investigate ownership of land surrounding the Pump in BP **KH**

KN reported that investigating options for damp proofing Meesden Village Hall had not been concluded due to contractors not sending us quotes. Investigation continues. **KN**

**19.04.09 AOB**

The Clerk reported that he had spoken to EHDC Democratic services for advice and information regarding the forthcoming elections and an article was put on the Village Newsletter. All current serving Parish Councillors put themselves forward for re-election. No other applications were submitted so the Brent Pelham & Meesden Parish Council is uncontested for the 2019/2023 term.

The Clerk reported that a notification had been placed in the Village Newsletter regarding the Community Bus scheme, but the small amount of feedback he had received from people using the service had been less than positive.

**19.04.10 Date of Next Meetings**

The next Parish Council meetings are to be held on:

**Thursday 20th June 2019, 7:30pm at Meesden Village Hall**

**Thursday 10th October 2019, 7:30 pm at Brent Pelham Village Hall**

**The meeting concluded at 8:45 pm**

Minutes approved by: .............................................................

PC Title: .....................................................................................

Signed: .......................................................................................

Date: ...........................................