

# WOOLMER GREEN PARISH COUNCIL

## Minutes of the Annual Meeting of the Council held 10 May 2022

**Present:** Cllrs P Corke (Vice Chairman), T Dix, S Hall, R Horton & G Pinney.

**In attendance:** Mrs J. Pearce (Clerk). Borough Cllr J Cragg.

Vice Chairman Cllr P Corke chaired the meeting.

- 1.1 To elect a Chairman for 2022/23:** Proposed Cllr Corke, seconded Cllr Hall nominating Cllr Gribble as Chairman. Resolved: Cllr Gribble is appointed Chairman for 2022/23.
- 1.2 To receive the Chairman's Declaration of Acceptance of Office.** Deferred.
- 1.3 To elect a Vice-Chairman for 2022/23:** Proposed Cllr Horton, seconded Cllr Dix nominating Cllr Corke as Vice-Chairman. Resolved: Cllr Corke is appointed Vice-Chairman for 2022/23.
- 1.4 To receive the Vice-Chairman's Declaration of Acceptance of Office.** Cllr Corke signed the Declaration of Acceptance of Office.
- 1.5 To receive apologies for absence:** Cllr A Gribble due to a prior engagement. County Cllr T Kinsbury, Borough Cllrs T Mitchinson & R Trigg.
- 1.6 To receive Registers of Interest:** Cllrs Corke, Dix, Horton & Pinney signed to confirm their Register of Interest remained true.
- 1.7 To appoint councillors to the following specific responsibilities:**
  - Cllr Gribble: Transport, Young Persons Liaison & Staffing Committee.
  - Cllr Corke: Community, Village Hall & Staffing Committee.
  - Cllr Dix: Planning, Environment & Grounds.
  - Cllr Hall: Finance, Staffing Committee & Allotments Liaison.
  - Cllr Horton: Planning & Environment.
  - Cllr Pinney: Community & Village Hall.
- 1.8 To review Council's policies & risk assessments:** No amendments or changes were recommended.
- 1.9. To appoint an internal Auditor for 2022/23:** Resolved: That Mr Bootle be appointed internal auditor for 2022/23.
- 1.10 To consider requests for dispensation and pecuniary & other interests on items on the agenda:** Cllr Hall declared an interest in item 1.20b as she is part of Woolmer Green Band.
- 1.11 To receive petitions, comments and questions from the public:** Cllr Pinney reported that a resident had asked if the railings for the goal posts store could be painted, and they were concerned as they had heard that traffic from a proposed development in Gypsy Lane, Knebworth would be directed through a widened Wych Elm Lane and Bridge Road.
- 1.12 To approve minutes of the Council Meeting on 8 March:** Resolved: The minutes of the 8 March Meeting were approved and signed by the Chairman as a correct record.
- 1.13 To note minutes of the Annual Parish Meeting 26 April:** The minutes of the Annual Meeting were noted.
- 1.14 To receive reports on meetings attended by Councillors:** Cllrs Corke, Hall & Horton attended the April market. Cllrs Dix, Gribble, Hall & Horton attended the litter pick event. Cllrs Dix, Gribble, Hall & Horton attended the Jubilee tree planting. All Cllrs attended the Wheels on Woolmer Green car show.
- 1.15 To receive correspondence:** The Council received: An employer briefing note from the Herts Pension Fund. Information from HMRC on Making Tax Digital. A pedestrian crossing notice from HCC. Support from a resident in support of the tennis court refurbishment. A letter from a resident about cleaning or refurbishing benches. Notification of the closure of Mardleybury Road from HCC. A briefing on the Homes for Ukraine scheme from HCC. An enquiry about the notes of the meeting the Parish Council had with Grant Shapps. A letter from a resident about the incomplete landscape scheme on the Taylor Wimpey development. A letter from the Management company of Kimpton Court reporting a broken street sign; this was passed to the Borough Council. Information on fire alarm monitoring. A letter about a tree in the hall grounds. A complaint was received by a resident near the hall that too many cars attended the car show and it was noisy.
- 1.16 Planning:** (Cllr Horton)
  - a) 6/2022/0787/OUTLINE Land adjacent to 52 London Road, Outline planning application for up to 25 residential dwellings (Class C3), with all matters reserved except layout and access: Objection due to Green Belt, coalescence and that it was rejected for inclusion in the Local Plan.
  - b) 6/2022/0865/TPO Woolmer Green Pond New Road, 5 DAY NOTICE: G1 - Fell 1x Dead weeping willow

and fell 1x fallen willow stem. No works to the last stem which is arched into the pond: Application granted.

c) 6/2022/0298/HOUSE 18A London Road, Erection of part two storey side extension following conversion of existing car port: Application refused.

d) 6/2022/0083/ADV The Chequers 16 London Road, Installation of 1 x non-illuminated fascia sign, 2 x non-illuminated signage boards, 2 x vinyl signs and 1 x internally illuminated freestanding sign. 1 x new lantern, 2 x upward facing led floodlights and 3 x downward facing led floodlights: Application granted.

e) To receive update on Local Plan Examination: The deadline for the Borough to respond to the planning inspector has been extended to 8<sup>th</sup> July to enable a survey of housing starts and completions to be carried out. The inspector is suggesting that the Borough could opt to produce a 10 year plan.

**1.17 Hall (Cllr Pinney) & Grounds: (Cllr Dix)**

a) To receive a report on the weekly playground inspection: All is satisfactory. The bark has been topped up in the Garden Road playground.

b) To discuss refurbishment of the ball skills court: Awaiting quotes to prune vegetation around the perimeter fence. Two fence poles need replacing. It was agreed to arrange a date for the court resurfacing work and to look into alternative options for a tennis net. **Action: Clerk.**

**1.18 Finance: (Cllr Hall)**

a) To receive and approve the payments for March/April: Resolved: To approve the payments for March/April.

b) To receive and approve the accounts & bank reconciliation for March/April: A surplus of £9,353.17 was made in 2021/22 exceeding budget expectations. Resolved: To approve the accounts & bank reconciliation for March/April.

c) To approve the Annual Governance Statement 2021/22: Resolved: To approve the Annual Governance Statement 2020/21 which was signed by the Chair of the meeting & the Clerk.

d) To approve the Accounting Statement 2021/22: Resolved: To approve the Accounting Statement 2021/22 which was signed by the Chair of the meeting & the Clerk.

e) To approve the date of the Period of for the Exercise of Public Rights: Resolved: 13 June to 22 July.

f) To Approve the date the Notice is to be published on the Councils website: Resolved: 16 May.

g) To approve payments by BACS & CHAPS for 2022/23: Resolved: To continue to make payments by BACS & CHAPS.

i) To report bad debts for 2021/22: No bad debts to report.

j) To consider a payment to the internal auditor: Resolved: To pay internal auditor £75. **Action: Clerk.**

**1.19 Environment (Cllr Horton) & Transport: (Cllr Gribble)**

a) To discuss other highways matters: (i) It was reported that a cyclist was knocked off his bicycle at the junction of New Road. (ii) The parking on the Chequers bend continues and the school Head is unable to resolve the issue as advice and requests are ignored.

**1.20 Community (Cllrs Corke & Pinney)**

a) To receive a report on Wheels on Woolmer Green: Cllr Pinney was thanked for organising the car show and the feedback from attendees was positive. £650 was collected for mental health charity Just One Click Away. Resolved: To pay the singers £100.

b) To consider payment to Woolmer Green Band for participating in PC events: Resolved: To pay the band £400 which will be credited towards its hall hire fees.

c) To receive update on Village Day: The itinerary for Village Day and the Jubilee picnic was discussed.

**1.21 To receive minutes of Staffing Committee Meeting:** A new caretaker has been appointed. Cllr Cragg reported on how polite all the hall staff were when she met them at the hall on the morning of the local elections.

**1.22 To receive announcements. (for information only).**

Agenda items for June: the hall bar and purchase of a countertop grill.

**1.23 To agree date of next meeting – Tuesday 14<sup>th</sup> June at 7.30pm.**

JRP 11/05/2022

Signed: \_\_\_\_\_  
Chairman.

Date: \_\_\_\_\_