



## *Reed Parish Council*

*Clerk: David Smith. 6 Willow Close Reed. SG8 8BA*  
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### **REED PARISH COUNCIL.**

**To all Members of the Parish Council.**

**Draft Minutes of the meeting of Reed Parish Council on Wednesday 3<sup>rd</sup> May following the Annual Meeting**

**Present Cllr.s: T Duke: P Lawrence and G Langley(chairman) H Marshall. In attendance the clerk David Smith.**

- 1.5.17 To receive apologies for absence. Apologies from County Cllr. Tony Hunter. Kelly Lindenberg had sent a letter of resignation to Cllr. Lawrence. Cllr. Langley asked that the parish council minute the thanks to Cllr. Lindenberg for her work on the parish council.
- 2.5.17 To receive Members Declarations of Interest. Peter Lawrence declared an interest as chairman of the village hall committee. Cllr. Duke as the recipient of a cheque under 8.5.17.
- 3.5.17 To approve the Minutes of the Meeting of the Parish Council held on 1<sup>st</sup> March 2017 and to authorise the Chairman to sign them as a true record. Proposed Cllr. Duke seconded Cllr. Marshall agreed.
- 4.5.17 To invite Members of the Public to address the meeting. The chairman suspended standing orders. Mrs S Tait asked why there was a mountain of earth on the Brickyard Lane building site. Cllr. Langley to investigate. Mrs S Tait had written to the parish Council regarding the planning application for the Grain Barn on Church Lane. Cllr. Duke withdrew from the meeting. Mrs Tate said this was an important planning application and there was no reference on the application to Cllr. Duke. As there was no quorum, no discussion by the parish council took place no meeting took place and therefore no recommendation was made by the parish council to NHDC. The parish council was in error and should have held a meeting to avoid any charge of nepotism. The parish council should act consistently on all planning applications. Cllr. Langley said they should have been a subsequent meeting. It was an innocent error and should be minuted. He thanked Mrs Tait for bringing it to the council's attention. Mrs Tait appreciated Cllr. Langley's candour. Cllr. Duke returned to the meeting. The chairman resumed standing orders.
- 5.5.17 Chairman's Report. Agreed to plan the co-option of a new parish Cllr.. Cllr. Marshall indicated his willingness to retire from the parish council due to ill-health if there was a suitable replacement. Peter Lawrence reported that he had cleared the bonfire site. Cllr. Langley said the rubbish tipped on the HCC highways site in Reed End had been cleared within the fortnight of reporting.
- 6.5.17 To Approve the Annual Governance Statement. Proposed Cllr. Duke seconded Cllr. Lawrence agreed
- 7.5.17 To approve the Annual Accounts. Copies have been previously circulated. The clerk explained that the accounts were prepared on a "cash" basis and therefore did not show

prepayments and accruals. This accounted for the apparent wide variation in some cost headings year-to-year. Proposed Cllr. Duke Seconded Cllr. Lawrence. Agreed

- 8.5.17 Accounts for payment. Including Insurance renewal. The invitation from Came and Co. for renewal did not include cover for the zip wire. The clerk to investigate, if cover could not be included for the zip wire at the quoted premium then renewal would be with our previous insurer Aon at a premium £205.01. Agreed
- 9.5.17 To discuss the Playground and Green Slide. The clerk had received an email from the manufacturers of the large slide pointing out all the equipment was compliant with the necessary regulations when it was installed. Therefore unless wear, damage or reinstallation had taken place the equipment would be considered safe under the existing regulations. Cllr.s agreed that visual inspection of our playground equipment would take place on a regular basis by Cllr.s. One swing had been removed from the wooden play tower for safety reasons. The clerk had a quotation for £102 plus VAT for a replacement slide for the wooden play tower. Agreed to purchase.
- 10.5.17 To plan the Annual Parish Meeting. There would be a familiarisation session on the defibrillator at 7 PM. The meeting would commence at 8 PM. Mrs Hewitt had agreed to be responsible for refreshments. The vacancy in the office of clerk and of parish Cllr.s would be discussed
- 11.5.17 To discuss Grants to Village Organizations. Agreed the grants £125 be made to Friends of Reed church and Friends of Reed school. £50 to the Village Hall Committee for fireworks.
- 12.5.17 To discuss any Planning applications received and progress. There were no current planning applications.
- 13.5.17 To Discuss the Parish Clerk's resignation letter. Agreed to publicise the vacancy with HAPTC, other parish councils and on the notice board and website. Cllr. Langley thanked the clerk for his service. Cllr. Lawrence said the clerk's advice had been invaluable during his term of office.
- 14.5.17 To discuss matters relating to North Herts and Herts CC . Cllr. Lawrence had reported the area outside Woodbine cottages where the road surface was deteriorating. Patching had been done on local roads and on The Joint. Permission had now been received from HCC Highways to remove the trees from the south west corner of the cart Pond. This work could not now be carried out until November. Agreed an application be made to Heritage England to clear the accumulated soil from the base of the cart Pond. Thanks were made to Cllr. Duke and the contractors for the work done so far.
- 15.5.17 To receive matters for report and or referral to next agenda. None
- 16.5.17 To Note correspondence received. The letter had been received from Mr & Mrs Camp. Cllr. Lawrence apologised for his misunderstanding of their application for change of use. It was agreed to minute regret of the parish council for their comments to NHDC regarding the start of work before planning permission was granted. They now recognise permission had already been granted for the building were.
- 17.5.17 To agree date of next meeting. 5th July 2017  
the meeting closed at 9:10 PM