

To Councillors:

Anne Barker, Tracy Chapman, Jane Dodson, Katy Feldman, James Garrod,
Charlie Groves, Mark Light, David Little and Tony Stowe.

You are summoned to attend the
**Parish Council Meeting to be held on
Tuesday 26th July 2022 at 7:00pm at Datchworth Church Hall**

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Clerk 20th July 2022

The public are welcome to join this meeting. Whilst the Government has relaxed COVID regulations, all authorities are advised to hold meetings whilst acting cautiously. In order to ensure that we can still hold meetings with due care, if you would like to join us, please email our clerk to advise of your attendance: clerk@datchworth-pc.gov.uk. We welcome questions from members of the public, particularly those who cannot join the meeting. **Please send your question(s) ahead of the meeting.**

To consider that under section 1 of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press should be excluded (P&PE) from items 12c and 16a of the agenda of this meeting in view of the confidential nature of the business to be transacted (Legal & HR Matters).

AGENDA

Item #	Item Description	Time
2338	1. To receive and accept apologies for absence	19.00
2339 2339a 2339b 2339c	2. Interests a. To receive declarations of interests from Councillors on items on the agenda b. To receive written requests for dispensations for declarable interests c. To grant any requests for dispensations as appropriate	19.01
2340	3. Minutes - To approve the Minutes of:- a) Full Council Meeting on 28 th June 2022	19.02
2341	4. Outstanding Actions & Updates arising (refer to list circulated)	19.05
2342	5. Public open session – up to 15 minutes where the public can ask questions of the Council. Please submit questions to the Clerk ahead of the meeting.	19.15
2343	6. Datchworth Village Hall Liaison (Cllr Dodson) a. Car Park - Drainage easement – update	19.30
2344 2344a 2344b 2344c 2344d	7. Burnham Green & BGJMC (Cllrs. Barker, Chapman, Dodson & Feldman) a. Festival b. Speed Indicator Device (SID) c. BGJMC – Appointment of representatives d. BGJMC – Feedback from meeting on 20 th July	19.32
2345	8. Health and Well-being (Cllrs. Barker, Hill & Light) a. Digital Inclusion- feedback from end of term sessions and future dates	19.40

2346	9. Trees, Amenities and Outdoor Spaces (TAOS) (Cllrs Chapman, Dodson, Garrod & Groves)	19.42
2346a	a. Approval of Terms of Reference	
2346b	b. Confirmation of Cllr Chapman as Chair of the Committee	
2346c	c. Covid-19 Welcome Back Fund – update on delivery of items	
2346d	d. Turkey Farm Path - update	
2346e	e. Dog poo bin on junction of Hawkins Hall Lane/Brookbridge Lane - update	
2346f	f. Lectern for Community Orchard	
2346g	g. Replacement of surfacing for play equipment on the Village Green	
2346h	h. Replacing old swing seats on the Village Green	
2346i	i. Replacement of swing chains on Village Green	
2346j	j. Replacement of bearing on roundabout from Wicksteed	
2346k	k. Tree removal at Nutcroft – update	
2346l	l. Refurbishment of play equipment in Nutcroft	
2346m	m. Approval of quote for removal of Maple Tree in Turkey Farm	
2346n	n. Statutory signs – approval of wording	
2346o	o. Noticeboards/Tree identification boards	
2346p	p. Tree works – update on works post survey	
2346q	q. Parish-wide Tree survey 2022 – approval of quote	
2346r	r. Playground Inspections – w/c 25 th July – agenda for Sept	
2346s	s. Re-allocation of areas on TAOS – further thoughts	
2347	10. Planning (Cllrs. Chapman, Dodson & Groves) To consider planning applications received (available to view on-line)	20.10
2348	11. Finance (Cllrs. Dodson, Feldman, Garrod, Groves, Stowe)	20.15
2348a	a. To consider and authorise payments for July 2022 in accordance with the budget and note receipt of income.	
2348b	b. Quarterly bank reconciliation review (Cllr Stowe)	
2348c	c. Quarterly budget review	
2348d	d. Confirmation of Declaration of Re-Enrolment Compliance to The Pensions Regulator	
2349	12. CLIP Group (Compliance, Legal Issues, Insurance and Policies) (Cllrs Barker, Chapman, Dodson, Hill and Stowe)	20.20
2349a	a. To review and adopt the revised Standing Orders (NALC Update)	
2349b	b. To discuss encroachment on Bulls Green Common Land (Horns PH)	
2349c	c. Land adj. to 10 Datchworth Green – LA10DG. (formerly Plough Car Park project) (P&PE). Look at options proposed by Working Group	
2349d	d. Land registration update	
2349e	e. Nutcroft Incursion update	
2349f	f. Benches on the Green-Risk assessment	
2349g	g. Upgrade of Cllr's. software environment, including email, Word etc. for improved security by use of Microsoft 365 Business	
2350	13. Leisure Plots Committee (Cllrs. Barker, Groves & Stowe) Feedback on	20.35
	a. Fencing/Hedging for LPs – update	
2351	14. Communications	20.37
2351a	a. Rural Digest – sign up until December 2022 (Free)	
2351b	b. Non-financial sponsorship of local author re Lionel Murphy publication	
2352	15. HR	20.40
	a. Approval of revised hours for Community Ranger (P&PE)	
2353	16. Clerk's Report	20.45
2353a	a. Hertford District Scout Night Hike – 1/10/22	
2353b	b. Report of alleged incident at Back Lane	
2353c	c. Complaint re alleged car speeding along Village Green	
2353d	d. Leisure Plots Waiting List	
2353e	e. Community Ranger – local issues.	

Item	Meeting Date	Action(s) arising	Person/Group Responsible
	B/F from 28-6-22	P1//1	
2326a 6	28-6-22	Datchworth Village Hall Liaison (Cllr Dodson) Car Park - Drainage easement – update ACTION: Cllr Chapman to liaise with Clerk re Query on easement cost	TC/ Clerk
2327 a/b 7	28-6-22	7 ACTION: Cllr Chapman to progress bench,bins,planters,A frame bench, soil orders with suppliers	TC
2328b 8	28-6-22	ACTION: Cllr Hill to share the basic proposal for grant fund application as a word file to councillors and email Cllr Stowe for approval, in order to submit the application which needs to be in by the 5 th July.	PH
2329b 9	28-6-22	Turkey Farm Path ACTION:- Bowls Club to be contacted to request the removal of the stones from Turkey Farm path as a matter of urgency. Clips to draft a letter for the Clerk to issue.	CLIPS / Clerk
2329c 9	28-6-22	ACTION: Environmental group to obtain costs for dog poo bin and cost of emptying for next meeting. Clerk to put onto next agenda	Env group/ Clerk
2329d 9	28-6-22	ACTION: East Herts DC to be asked to relocate next time it is emptied by Clerk and TC to liaise with Clerk so that she can notify Salvation Army	TC / Clerk
2329e 9	28-6-22	ACTION: Notice to be created and displayed at Community Orchard with wording- Residents only-please only take what you need.	TAOS / Clerk
2329f 9	28-6-22	ACTION: CLIPS complete a risk assessment for the access at Turkey Farm CLIPS to arrange meeting with Bowls Club	PH /Clips
2329g 9	28-6-22	Replacement of surfacing for play equipment on the Village Green ACTION: Quotes are required for bonded mulch TAOS	TAOS
2329h 9	28-6-22	Replacing old swing seats on the Village Green ACTION Quotes are required -TAOS	TAOS
2329i 9	28-6-22	Replacement of swing chains on Village Green ACTION Quote for replacement swing chains on Village Green	TAOS
2329j 9	28-6-22	Replacement of bearing on roundabout from Wickstead Quote received; updated quotes required. ACTION: get updated quote from Wickstead.	TAOS
2329k 9	28-6-22	Tree removal at Nutcroft Noted: Wendy Ellis away until the 5 July ACTION- to be followed up upon return	TC
2329l 9	28-6-22	Removal of play equipment in Nutcroft ACTION: CG to meet contractor to look at the work ACTION: Quotes to repair the equipment TAOS	CG TAOS
2329m 9	28-6-22	Consider possibility of re-allocating areas on TAOS Committee TC suggested possibility to split into Trees and open spaces and Amenities Leave as it is and bring to next meeting	

		ACTION: Clerk to put on next agenda for discussion	Clerk
2329n 9	28-6-22	Update on Tree works following Tree Survey TC will be finished by end of July a ACTION: to be c/f to July meeting	Clerk
2329o 9	28-6-22	Removal of Maple Tree in Turkey Farm ACTION: Quote for Maple tree removal Turkey Farm C/F to JULY meeting Also discussed: ACTION: Tree in Burnham Green to be discussed at TAOS meeting ACTION: Take photo and send to Welwyn Parish Council	Clerk TAOS TAOS
2329p 9	28-6-22	Statutory signs – approval of wording ACTION: C/f Cllr Garrod	JG
2329q 9	28-6-22	Noticeboards/Tree identification boards ACTION: C/f Cllr Garrod	JG
2332e 12	28-6-22	To review and adopt the revised Standing Orders ACTION: To defer to next meeting with at least five councillors to email the proper officer/clerk to request a special motion for the retraction of the previous meeting resolution to adopt the standing orders to enable the amended new information to be included for review and adoption at the next meeting	Clerk
2332f 12	28-6-22	Bulls Green Common Land ACTION: TC and Clerk to look at Deeds and CLIPS to contact Landlord to discuss incursion.	Clips Clerk
2333b 13	28-6-22	Leisure Plots fencing ACTION: Further quotation to be obtained and brought back to next meeting	CG
2334b 14	28-6-22	Car park working group ACTION: Clerk to update Committee list and re-circulate ACTION: Clerk to update website	Clerk Clerk
2335a 15	28-6-22	ACTION TC to enquire about SID in Burnham Green	TC
2336s 16	28-6-22	Request received from Elderberries for someone to run the group ACTION: Clerk to write to Parish Vicar to request if Church can assist	Clerk
2337a 17	28-6-22	Gazebo loan request from Pre-school, Noted generally suggested photo be taken before dismantling and returning ACTION – Agreement to be amended and put on next agenda for re-adoption	JD/ Clerk
2337 b 17	28-6-22	ACTION: Letter to be issued to thank History Society for doing the work but could they ensure that DPC are notified in advance of any works/actions on any Parish Council owned property	Clerk
2337 c 17	28-6-22	ACTION: TOR's to be sent to Clerk and amalgamated	Chairs / Clerk

- Shaded actions are itemised on the agenda