

Minutes of the Parish Council Meeting held on Tuesday 21 March 2023 at 7:00pm at Datchworth Church Hall

Present: Councillors:

Anne Barker, Tracy Chapman, Jane Dodson, Katy Feldman, Charlie Groves, Paul Hill, David Little and Tony Stowe.

Also present:

Susan Hake, Clerk
County Councillor Ken Crofton
Members of public 11

To move that under Section 100(A)(4) of the local Government Act 1972, the press and public be excluded from the meeting during the discussion of item 2447h and 2447i of the agenda, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of part 1 of schedule 12A of the said Act of the following description: in that it provides details of confidential Legal Matters

Item #	Item Description	Action
	Prior to the meeting commencing Cllr Dodson reminded all attendees of the meeting bad behaviour and misconduct will not be tolerated from councillors or members of the public. It is unacceptable that people are not treated with respect	
2438	1. To receive and accept apologies for absence Apologies received from Cllr Light and Cllr Garrod but expected to arrive later	
2439 2439a 2439b 2439c	2. Interests a) To receive declarations of interests from Councillors on items on the agenda Cllr Barker declared an interest as a member of the Burnham Green Management Committee b) To receive written requests for dispensations for declarable interests None received c) To grant any requests for dispensations as appropriate None received	
2440	3. Minutes - To approve the Minutes of:- a. Full Council Meeting on 28 th February 2023 Resolved: Cllr Dodson proposed approval of the minutes, seconded Cllr Hill Agreed by those who attended Motion Carried b. Extra-ordinary Full Council meeting 8 March 2023 Resolved: Cllr Dodson proposed approval of the minutes, seconded Cllr Groves Agreed by those who attended Motion Carried	
n	4. Outstanding Actions Update Councillors are requested to forward updates to the Clerk as soon as possible	
2442	5. Public open session – up to 15 minutes where the public can ask questions of the Council. The subject raised by members of the public a. Concern was raised about the Precept increase will be setting a precedent An explanation for the Precept was available at the meeting and is on the website. Cllr Dodson confirmed the Precept increase will not be setting a precedent and is expected to be a one off b. Concerns were raised about the Rugby Club planning application in reference to the number of car parking spaces believed to be increasing from 50 to 62 and subsequent increased traffic using the access road and increasing the damage to it.	

	<p>Concerns were also raised in reference to the speed of traffic and safety of children in the area. Cllr Crofton was asked for his opinion and confirmed as the road is private the speed restriction is advisory and unenforceable. Action: Cllr Stowe will look into the number of parking spaces requested in the planning application and liaise with the residents The condition of the road was also noted and confirmed there is no formal agreement in place with the Club for maintaining the surface of the road although they have verbally confirmed they would cover the larger amount of any costs. Action: The Parish Council look into pursuing an agreement for improvements to the road surface between residents and the Sports Club</p> <p>c. Details were requested for the reason of the decision made not to proceed with the car park project It was explained the Parish Council are communicating with the donor's solicitor with the aim to discuss the decision further with the donor to discuss options with the donor to seek what possible outcomes there may be and how this would affect the community and so it is not in the public interest for this information to be released this evening No further comment will be made whilst there is ongoing legal action from the donor who is now seeking the return of the donation with interest. Cllr Dodson explained a public statement will be made about the project that will be honest and factual</p> <p>d. Village Hall plan to change Custodian trustee from DPC to Charities Commission The Chair of the Village Hall management committee requested to speak to the Council about the decision to move the custodian trustee to the Charities commission and circulated a supporting document. The Committee have made an ICO complaint against the council as well as the monitoring officer and have engaged solicitors to apply for a court order to obtain the three title deeds for the hall and land to progress this and seek agreement to terminate DPC as custodian trustee Cllr Dodson confirmed that DPC has no intention to take over the running of the hall. In response the request for the deeds the Parish Council confirmed they currently hold copies of the transfer documents and are pursuing a list of documents that are held with solicitors.</p>	<p>Cllr TS</p> <p>CLIPS</p>
<p>2443 2443a</p> <p>2443b</p> <p>2443c</p> <p>2443d</p> <p>2443e</p>	<p>6. Finance (Cllrs. Dodson, Feldman, Garrod, Groves, Stowe)</p> <p>a. To approve March 2023 Finance report and payments Resolved, Cllr Groves proposed approval for the March 23 Finance report and payments, seconded Cllr Hill, Agreed with 1 abstention Motion Carried</p> <p>b. Levelling up funding update It was agreed for Cllr Chapman to attend a meeting with a consultant to discuss options for Levelling up funding and to obtain further quotes and if local stakeholders are able to apply for match funding with further follow up to be deferred to a later date Action: Cllr Chapman to attend a meeting with the consultant and feedback to the Council</p> <p>c. To approve expenditure up to £75 (3x£25) for citizens Awards vouchers Resolved: Cllr Dodson proposed approval of expenditure up to £75 for 3 x £25 vouchers to be made for the Citizens awards, seconded Cllr Groves Agreed with 1 abstention Motion Carried</p> <p>d. To confirm Rural services membership subscription Deferred to next month to confirm</p> <p>e. To consider and agree the amount up to £1500 (RFO) for the progress of an IT update for the Parish Council to pursue Business use Office 365 There may be possible savings found if members already use this Deferred to be progressed under the new Council</p>	<p>Cllr TC</p>
<p>2444</p>	<p>7. Planning (Cllrs. Chapman, Dodson & Groves) To consider planning applications received (available to view on-line) Rural Services request for a response about Permitted Development</p>	

	<p>Could Councils please forward response by 31 May 23</p> <p>a. Whether or not member councils have come across similar situations to the ones Barton under Needwood have experienced here.</p> <p>b. Unrelated to their own experience - are they concerned about this situation and would they wish RVSG to take up this matter with government.</p> <p>It was noted that this is a government directive and out of the control of the Council</p>	
2445	<p>8. Burnham Green (Cllrs Barker, Chapman, Dodson & Feldman)</p> <p>Update</p> <p>Cllr Chapman confirmed the resident requesting information on the SIDS has been updated and confirmed the team are due to look at this</p> <p>County Cllr Crofton confirmed at the meeting, there is a backlog on assessments for these at present</p> <p>Cllr Dodson confirmed the next meeting is due to be held on 19 April 23 with the Clerking to be taken on by the Datchworth Clerk for the next four years</p> <p>Cllr Feldman confirmed the Village Hall management committee are seeking to have a spitfire flyby and so a copy of the VH insurance has been requested to ensure cover is appropriate</p>	
2446 2446a 2446b 2446c 2446d 2446e	<p>9. Communications (Cllrs. Chapman, Dodson, Feldman, Garrod & Light)</p> <p>a. Update from Comms meeting</p> <p>No updates</p> <p>Cllr emails were confirmed to be available and so it was asked for these to be visible at the back of the Parish magazine and it has been flagged up these are expected to change with the imminent elections</p> <p>b. To discuss and reconfirm the Annual Parish Meeting date</p> <p>The Annual meeting was agreed will be held on Tuesday 16 May at the Church Hall and for the Parish meeting to be held at the Village Hall on Thursday 25 May subject to confirmation of room availability</p> <p>c. To confirm actions required for Nominations for Citizens awards. It was agreed to advertise Nomination to be requested via facebook, the website and noticeboards to be recognised at the Annual Parish Meeting</p> <p>d Request to forward feedback on the Report a problem page</p> <p>e Cllrs requested to provide feedback before the next meeting</p> <p>f To agree establishing a Community Focus Group and agree members of the group for Terms of Reference to be agreed at the March meeting. Prev deferred item 2408e and 2430g</p> <p>It was believed 3-4 members of the community like to join the focus group</p> <p>Action To request expressions of interest from members of the Community to join the Community Focus group to work with allocated members from the new council</p>	Comms
2447 2447a 2447b 2447c 2447d 2447e	<p>10. CLIP Group (Compliance, Legal Issues, Insurance and Policies)</p> <p>a. To consider and agree the formation of a policy outlining protocol for attending external meetings (prev deferred item 2407f)</p> <p>Action: Cllr Dodson and Cllr Hill to work on a draft document to confirm the requirement for a minimum of two councillors attending any meeting who are not able to make a decision on behalf of the Council and keep the Clerk informed</p> <p>b. Reminder to be sent to Datchworth Village fete committee and Burnham Green Hall management committee for completion Risk Assessments</p> <p>Action: Clerk to write to each to request a copy of the risk assessments and insurance policy cover</p> <p>c.. Land at Coltsfoot Lane- the way forward</p> <p>Cllr Dodson requested to take this into PPE due to the legal nature of this</p> <p>d. To confirm request to use Bulls Green and gazebos for Coronation Day event</p> <p>Simon Barfoot at East Herts funding for the Kings coronation</p> <p>Resolved: Cllr Dodson proposed agreement for the request of the use of Bulls Green and also the use of gazebos subject to the completion of the appropriate forms for collection and return, seconded Cllr Hill</p> <p>Agreed Unanimous Motion Carried</p> <p>County Cllr Crofton confirmed he is searching for funding that may support this</p> <p>e To confirm agreement for the siting of a Flagpole on Datchworth Green, the</p>	Cllr JD & PH Clerk

<p>2447f</p> <p>2447g</p> <p>2447h</p> <p>2447i</p>	<p>location for the flag and subsequent Planning application and payment to be submitted Cllr Chapman confirmed there is a protocol for flags Action: Cllr Garrod to share the guidelines and guidance from HAPTC and the Clerk to include with the minutes Resolved: Cllr Chapman proposed agreement for the location on the Green circulated and for the clerk to submit the planning application which is fully funded by the resident, seconded Cllr Groves Agreed: Unanimous Motion Carried</p> <p>f To nominate members to establish a new IT working Group Deferred to the new Council</p> <p>g. To nominate members to establish a new Levelling up Funding working group Action: It was agreed for Cllrs Chapman, Groves and Garrod to establish a new Levelling up Funding working group</p> <p>h To receive an update on the DVH from the ICO (PPE)</p> <p>i. To receive any update on the land adjacent to 10 Datchworth Green (PPE)</p>	<p>Cllr JG, Clerk</p> <p>Cllr JG, Clerk</p>
<p>2448</p>	<p>11. Health & Wellbeing (Cllrs Barker, Feldman, Hill and Light) Feedback on Health & Wellbeing initiatives inc Health & Wellbeing Trail Cllr Barker gave an update on the Digital Inclusions and Strength and Balance classes and explained she would like to apply for a further grant for the continuation of the Digital Inclusion Classes Resolved Cllr Barker proposed agreement to apply for a grant to CDA, seconded Cllr Hill Agreed Unanimous Motion Carried</p> <p>Councillors were informed of an email received prior to the meeting to confirm success the £1992 grant funding has been awarded from Sport England for the Strength and Balance classes</p> <p>Cllr Hill confirmed Cllr Light is working on the artwork and that 3 quotes have been obtained that will be circulated to the council for the trail that will link to the website of which grant funding has been received</p>	
<p>2449</p>	<p>12. AOS (Amenities and outdoor spaces) Update Cllr Chapman confirmed East Herts have been contacted to try to progress the tree works on Datchworth Green and are still awaiting a response. Cllr Stowe confirmed he may have a further update on the following day The grant from East Herts for the Litter picking and Bin emptying will stop from 1 April and the bin emptying taken over by East Herts waste partnership</p>	
<p>2450</p>	<p>13. Trees Update It was confirmed All trees are due to be surveyed this year. Cllr Groves offered to prune the fruit trees in the Orchard at Turkey Farm Resolved: Cllr Dodson proposed accepting the offer of pruning the trees from Cllr Groves, seconded Cllr Hill Agreed, Unanimous Motion Carried</p>	
<p>24451</p>	<p>14. Clerks Report</p> <p>a. Elections nomination packs Election form hard copies will be supplied by East Herts and electronic version is available and will need to be submitted by 4 April</p> <p>b. Communication/correspondence update All communication has been circulated with the exception of the two emails mentioned during the meeting</p> <p>Cllr Dodson confirmed PCSO Sally Brooks and Police cadets will be visiting the community door to door to encourage the community to sign up to the OWL Neighbourhood watch and will be contacting the bookings secretary for the bookings of the halls to have access to the halls for comfort facilities</p>	

2447	<p>10 (Cntd) CLIP Group (Compliance, Legal Issues, Insurance and Policies)</p> <p>Resolved: Cllr Dodson proposed items to take 2447 c, h and i into a session excluded from the Press and Public on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of part 1 of schedule 12A of the said Act of the following description: in that it provides details of confidential Legal Matters, Seconded by Cllr Feldman</p> <p>Cllr Little requested to speak for 5 minutes, as he explained he does not believe it is against the law to continue to record the PPE section of the meeting.</p> <p>The Clerk confirmed that all Parish Council's must legally comply to the 1972 Local Government Act and must not record a PPE session</p> <p>Resolved: Cllr Dodson proposed items to take 2447 c, h and i into a session excluded from the Press and Public on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of part 1 of schedule 12A of the said Act of the following description: in that it provides details of confidential Legal Matters, Seconded by Cllr Hill</p> <p>Cllr Little requested votes to be recorded</p> <p>Votes for Cllrs Dodson, Barker, Hill, Chapman, Feldman, Groves, Stowe, Against Cllr Little Motion Carried</p> <p>Cllr Little refused to turn off his recording device or leave the meeting and requested the council call the police on 999</p> <p>Cllr Dodson proposed closing the meeting at 9pm Members of the public left the meeting</p> <p>Cllr Little left at 9.05pm</p> <p>Cllr Dodson presented a gift and card to Cllr Stowe to thank him for his long service to the Parish as a Parish Councillor</p> <p>County Cllr Crofton also expressed his thanks to Cllr Stowe for all of his good work, consistency and support to the Community and Councillors to maintain good standards</p> <p>Cllr Stowe confirmed being a Parish Councillors for in excess of 20 years and gave thanks to everyone.</p> <p>A comfort break was taken</p> <p>c, The meeting was agreed to be reconvened at (9.15pm) Land at Coltsfoot Lane A further email has been received from the owner Further research was agreed to be actioned Resolved:Cllr Dodson proposed Cllr's Chapman and Garrod ring ahead of going to HCC archives to research the 1974 land tribunal documents, obtain copies and report back to Full Council, seconded Cllr Groves Agreed Motion Carried</p> <p>h, The Village Hall ICO update It was confirmed no further update from the ICO has been received It was noted the Village Hall solicitor letter requesting a response by 23 March was received after the agenda had been circulated and so had not been included on the agenda. Action: Councillors agreed fo the Clerk to reply to the letter to explain we are unable to provide an answer to by 23 March as the Council are currently awaiting a response from a request for a search to be made at the solicitor archives to ascertain if there are any further documents that we can share as the council currently hold the same documents as the client has and the Council will be in touch as soon as possible</p> <p>i To receive any update on the land adjacent to 10 Datchworth Green (PPE) A response letter has been sent to Roythorns and there is no further update The meeting closed at 9.22pm</p>	<p>Cllrs TC, JG</p> <p>Clerk</p>
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