



**MINUTES OF THE PARISH COUNCIL MEETING AS HELD ON MONDAY
19th JUNE 2023 AT 7.30PM AT THE PAVILION, FRIENDLESS LANE**

Number: 3/2023

Present: Cllrs Tim Parsons, Cllr Dave Humphreys, Jane Timmis, Nancy Wild, Billy Pither, John Williams, Natalie Crowie

Also present: Caroline Freer – Clerk; County Cllr Terry Douris

- 1. To receive and approve apologies;** David Boothman (work)
- 2. To receive declarations of interest on agenda items:** None
- 3. To resolve that the minutes of the Parish Council meeting of 22 May 2023 are a correct record.**

Proposed by: Cllr Parsons

Seconded by: Cllr Timmis

It was resolved that the minutes of the Parish Council meeting held on 22 May 2023 having previously been circulated as a true and accurate record of the proceedings be duly signed by the Chairman. All agreed

- 4. Public and press participation (15 minutes maximum)**
- 5. Co-option of New Councillors**

Jonathan Humbert: Proposed by Cllrs Timmis, seconded by Cllr Williams; Pandora Abel Smith: proposed by Cllr Parsons, seconded by Cllr Crowie All agreed to the 2 co-options.

- 6. County Cllr Terry Douris to update the meeting:**

Tim Parsons referred to correspondence from Paul Chaplin (Highways) who has announced that the PC is not to communicate with him directly – but only through Terry Douris – in relation to the 20 mph speed limit through the village and introducing a weight limit on HGVs. Tim Parsons was keen that the PC could limit or prevent the lorries coming through the village but unfortunately this is not, according to Paul Chaplin going to be possible. The PC is very disappointed in the negative and confrontational nature of the reply from Paul. Cllr Douris will relay Tim’s comments back to Paul thus creating further delays. Whilst Paul Chaplin acknowledged that the transport world has radically changed in the last 40 years, this doesn’t include reviewing the 40 year old Road Traffic Order which states that HGVs can be rerouted through Flamstead when the M1 is blocked. To change this would require new signs to be distributed all around the key roads, and which involves effort seemingly too onerous to contemplate as success in changing the RTO cannot be guaranteed. Engaging with the digital world to find a solution is not an option. Naturally in light of the continuing damage to properties in the village and lorries frequently getting stuck, this was felt to be a very unhelpful response with no attempt to look for any movement/solution.

With reference to the possibility of having a 20 mph limit through the village – there are currently 353 villages requesting a 20 mph limit and in that queue, Flamstead is at 255. So it will be many years before Flamstead moves up the pending pile into the actual in tray. One has to question why in light of the popularity of having a 20 mph limit through many of Hertfordshire’s pretty villages, that there is not a more joined up approach to this issue. Again Highways appears not to be interested in engaging with local councils in a positive manner.

In the context of this, a member of the public, David Parry – explained how traffic issues were discussed in a parish he used to live in.

Terry Douris, however, is very happy to report back to Paul Chaplin at Highways and to reply to Claire Scott as well.

Claire Scott also mentioned that the energy company has informed her that the power lines which have twice this year alone been torn down by HGVs outside her house (causing huge damage) will be buried under the ground, hopefully later this year.

7. Planning:

i) To consider new Applications: None

ii) Planning applications received in last 6 days

1	23/01248/FHA Kings View Chad Lane	New entrance gates and fence. Construction of new outbuilding.	No objections	
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iii) Planning Decisions taken by DBC

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8. Working Group Reports: Football Terms: Arrange meeting with Dave Carter to establish responsibilities/charges

Playground: the quote for the ripped surface is very high so Clerk to get 2nd quote from DBC.

Luton A/P: Via HAPTC – Natalie Crowie to register her representation with HAPTC. The recent easterly wind has meant that for a few weeks plane activity over Flamstead has been reduced, but that is only a temporary relief from the aircraft noise which continues even during the night, particularly with the very loud freight planes.

Recreation Ground: Fence costs for storage area for football and cricket equipment: Cllr Williams and Dave Carter will do the labour to enclose the space between the garage and pavilion to allow storage of goal posts securely.

Proposed: Cllr Parsons proposed to spend up to £1200 for the fencing , seconded by Cllr Abel Smith, all agreed.

Blinds in the pavilion: Action: quote for blinds to go over door: Clerk

Clerk: Get a quote to clear land and re turf behind the pavilion.

Cllr Williams voiced concern about having children’s parties in the pavilion when cricket is being played (this only applies for Sunday bookings). It is felt that everyone should have the opportunity to use the pavilion at the weekend, so it was agreed to discuss with the cricket team that the friendly matches should start after 2 pm to allow for parties to be held up to that time. Where no bookings exist, play can start earlier. Action: no more bookings to conflict with the Sunday friendly cricket matches which will need to start at 2 pm in the future when there is a party.

A councillor to take on responsibility of Playground maintenance programme following inspection – to be agreed.

Dog poo bins: Cllr Crowie would like to see at least 1 or 2 extra bins in Trowley Bottom due to the many bags of poo which are left decorating the branches close to White Hill/Trowley Hill Rd. Action: Cllr Crowie to do a google map with bin-preferred location. Clerk to remind the village via the Grapevine that it is now acceptable to put dog poo bags in the black and basket type rubbish bins.

Missing bin from next to History Board: This bin was removed by DBC as its support leg was rotten. Clerk to ask for a replacement bin which will match the other black bins as the cast iron bins are no longer provided.

DBC does have wardens who patrol known areas for dog poo mis-disposal and littering. On the spot fines will be issued.

9. Creation of new position Parish Assistant – to help run pavilion, the playground maintenance programme and other recreation ground related tasks Action: Clerk to spec out for the role and put on Grapevine.

10. Warden Tasks: paint noticeboard at Trowley Bottom and spray weeds in gutters: Clerk to ask VGS

11. Crime Report: This is of little use as it does not give Flamstead related information – just figures for Watling Ward. Clerk to request clarification of data.

12. Confirmation of the Review of Effectiveness of Internal Audit and all financial controls for 22-23; Review of the Risk Assessment, Insurance Policy and Asset Register; Insurance Premium and Renewal to be agreed to cover 1 Oct 22 – 30 Sep 23.

The Chairman and the Clerk reviewed the above processes, made amendments where necessary and adopted the recommendations made by the Internal Auditor (June 2022) and recommended them all for approval.

Proposed: Cllr Humphreys, seconded by Cllr Wild to approve the Review of the internal controls and other financial processes as outlined. All agreed

Insurance Policy: Proposed by Parsons, seconded by Cllr Humphreys to approve the insurance policy from 1 Oct 22 – 30 Sep 2023.

It was resolved to approve all the financial processes as outlined above.

13. Audit requirements for the year 2022/23 – to be resolved formally:

a) To approve the Annual Accounts

b) To approve the Annual Internal Auditor Report

c) To approve Section 1, the Annual Governance Statement

d) To approve Section 2, Accounting Statements

e) To agree the dates for the public rights period (21 June – 1 August)

Proposed: Cllr Parsons

Seconded: Cllr Timmis

It was resolved to agree items a)-e) above as circulated and the Chairman and Clerk duly signed the papers

14. Demise of 2 village pubs – Creating Assets of Community Value: David Parry to explain: The legislation is part of Localism Act 2011. PCs, organisations and charities can register an asset of community value with the district council. This then becomes a material consideration in any subsequent planning application. Additional information for a change of use would be required – eg that the property had been advertised for sale at a realistic price for its original use. This would put a measure in place to make it slightly harder for the asset/pub to be sold for residential use.

However, for now there is news that there is a replacement landlord for the Three Blackbirds and it is hoped a new proprietor will be found for the Spotted Dog.

Cllr Parsons asked: Is there any interest in making either of the pubs a Community Asset: Not at the moment, but the owner of the Spotted Dog is to be contacted for an update.

15. Ramp Update: Billy Pither

We are still waiting on a second quote. It is problematic getting a third quote in time for the work to be carried out during the school holidays in August. Plus the PC is keen to use a builder from the village whose work is well known.

John King is getting a faculty from the Diocese which has to be posted for up for 28 days prior to any works starting.

It was agreed to use concrete for the slope of the ramp.

16. Finance: To consider receipts and payments reports from 2023 as circulated - To authorise payments as itemised; to consider expenditure against budget report, to sign off invoices against payment report and to sign off bank reconciliations and bank statements to month end @ 31 May 2023. To agree to payments by BACS as per report presented.

17. Correspondence: Layby creation and letter box at YewTopiary, Delmerend Lane;

Cllr Parsons to check whether containers are on the site; letter box to be moved towards their gate; is the site occupied as it is not a dwelling? Verge to be re-greened following Utility works.

18. Agreed Action/By Whom

	Actions from June meeting	Results
TP	To check whether YewTopiary has removed the containers	
CF	New bin from DBC for next to History Board	When new stock come in
CF	Quote for returfing behind pavilion and door blinds	Quote in hand for blind, waiting for contractor to quote for turfing
CF	Spec new job Parish Assistant	
CF	Ask YewTopiary to move post box	
CF	VGS to spray gutters	Yes requested
CF	Meeting with DC	Not required
NC	To register with HAPTC	
NC	Bin location	
	Actions from May meeting	
JT	Check viability of a grant for Methodist hall windows	
CF	To seek costings for netting	done
	Actions from Mar Meeting	
JT	Fence in Fred's Alley	On going
	Actions from Jan Meeting	
TP	Speak to Highways re narrowing road on High St	
TP	Clarify how village is closed off for access when M1 is shut	
JT	Inform DBC re Linnins Pond path blockage	
	Planning Enforcement matters	
JT	Request updates on Enforcement Orders for: Shipping container in field on Friendless Lane – notice could be given Gates/barn – not enforced inappropriate gate for a wood yard. Stable at Wood End Farm – refused and has not been removed Newlands Wood Chalkdell Cottages – container in field and other earth works	On-going Appeal has been lodged

Dave – have you checked re the defib – is it on the Circuit?

Cllr Tim Parsons
Chairman
03 November 2023