

Pirton Parish Council



Minutes of Pirton Parish Council Meeting held electronically by Zoom on 14 January 2021 at 7.45 pm

Present:

Cllr J Rogers (Chair), Cllr D Burleigh , Cllr T Gammell, Cllr A Goodman, Cllr S Maple, Cllr M Parkin, Cllr N Rowe

In attendance:

Mr Edward Roberts (Parish Clerk)

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**20-153 To receive and accept apologies for absence.**

Nil.

**20-154 Public Participation**

Six members of the public registered to attend, with 4 logging on. Cllrs David Barnard and Claire Strong attended for the whole meeting. Matters raised included the provision of a dog waste bin at Comice Meadows, litter and full dog waste bags generally strewn around the village and how to prevent this, the provision of a site to play petanque and coordination on tree planting. Cllr Rogers agreed to contact Cala Homes regarding the dog waste bin, as the Clerk had one in stock ready to be installed. Collective litter picking was not possible at present under Covid rules.

**20-155 To receive declarations of interest from Councillors on items on the Agenda and to consider any requests for dispensation.**

There were no new declarations of interest. Cllr Maple reminded the meeting that he was on the PSSC committee.

**20-156 To confirm and sign the Minutes of the Parish Council Meeting held on Thursday 10 December 2020 as a true and accurate record.**

It was **RESOLVED** that the minutes of the Council Meeting held on 10 December 2020, be approved as a true and accurate record of the proceedings and be duly signed.

**20-157 To receive Bank Reconciliation and Financial Summary and to approve accounts for payment.**

- a. Bank account as at 31 December 2020: Unity Trust Account £56,057.95
- b. It was **RESOLVED** that payments totalling £1850.04, as detailed on the monthly Finance Statement (Appendix A) be made.

**20-158 To receive the Clerk's report.**

The Clerk reported that the cheque sent to HMRC had cleared through the bank account, despite no acknowledgement having been received. The precept demand had been sent to NHDC in December and acknowledged. The Parkinson Partnership had been commissioned to produce a report on the best way to handle VAT on the proposed new build of the sports pavilion. The Clerk had signed and returned the letter of acceptance.

Various items of correspondence had been received, most of which had been circulated to councillors. These included a letter of thanks from Essex & Herts Air Ambulance for the donation of £200.

Work on the new website was almost complete and it was hoped that it would go live in the next week or so.

**20-159 To receive the RecDev Working Group report and updates on “George’s Half-pipe”..**

Cllr Maple went through the report – Appendix C. Cllr Barnard had offered £500 towards the project and this would be taken up with thanks.

**20-160 To discuss the proposal by Blakeney Homes for a permanent diversion of Pirton Footpath 05.**

Cllr Burleigh stated that no notification had yet been received and there was no detail about the proposal. It was noted that Footpath 05 across the site was now temporarily closed for 6 months and that Hertfordshire County Council had not officially notified the Parish Council. Cllr Burleigh would write to the Council, asking for them to keep the Parish Council informed in future.

**20-161 Planning.**

- a. To consider Planning Applications (see Appendix B).
- b. To receive an update on the Local Plan. More hearings were scheduled for February.
- c. To receive an update on Cala Homes. The new footpath was now open and Cllr Rogers was to contact Cala regarding the location of a new dog waste bin.
- d. To receive an update on Spitfire Homes. The lockdown had hindered contact following the Christmas shut down. Regarding the muddy footpath along the back of Baulk Gardens, Cllr Gammell offered to pursue the option of a route across the ransom strip into Pollards Way, thus by-passing the muddy section.
- e. To receive an update on Blakeney Homes. Nothing had been received by the Clerk as the nominated point of contact.
- f. To consider the situation with regard to Wright’s Farm. Cllr Burleigh noted that the broken padlocks on the barn had been swiftly replaced, although the gates were still wide open. Cllr Rowe was to write to the County Council regarding options for the area around the listed barn.

**20-162 To discuss the proposed 20mh speed limit.**

Cllr Gammell had produced a report (Appendix D). He summarised this and concluded that there was unlikely to be any movement in the short term. Cllr Barnard supports 20mph limits and stated that he would continue to push for their implementation. He also supports the DriveSafe initiative, which Cllr Gammell would look into.

**20-163 To discuss the increase in litter in and around the Recreation Ground.**

Cllr Barnard had spoken to the Police and Crime Commissioner about this generally and the Rural Police have an objective regarding drug abuse in villages. It was considered that more random police patrols, preferably in unmarked cars, would be a useful deterrent.

Cllr Barnard offered a grant of £100 towards the provision of litter picking equipment and this was to be taken up with thanks.

Taking into account the extra work this litter involved, the Clerk was to be authorised to accept overtime requests from the street cleaner up to a maximum of 2 hours per week.

- 20-164 To discuss the contents of the letter received from Pirton Sports and Social Club regarding the repayment of VAT to HMRC.**  
It was **AGREED** that Cllr Rogers would draft a letter inviting the PSSC to meet with the Parish Council to discuss a way forward to a solution to the VAT situation. This would be a public meeting to start an open discussion.
- 20-165 To approve the final draft of a licence between Pirton Parish Council and Pirton Sports and Social Club.**  
Cllr Maple confirmed that this was on hold pending the resolution of the VAT issue.
- 20-166 To discuss the creation of a Community Woodland, tree planting in the environs of Pirton and the formation of an Arboreal Working Group.**  
It was **AGREED** in principle to establish an Arboreal Working Group to cover both existing trees and future planting in the village. Terms of Reference would be needed and these could draw on existing documents.
- 20-167 To receive an update on the replacement of the interpretation board at Blacksmith's Pond.**  
Cllr Gammell reported that he was still waiting for a quote from CRoW following the Christmas break.
- 20-168 To consider a draft communications strategy for Pirton Parish Council.**  
Cllr Goodman had circulated a draft Communications Strategy and it was **AGREED** in principle to form a Communications Working Group.
- 20-169 To determine committee and working group membership and update Document 14a.**  
Cllr Rowe went through the current membership of the various committees and groups. Some updating was required and Cllr Burleigh agreed to look at the Terms of Reference (Doc 14) in regard to the numbers required.
- 20-170 To consider a response to the Standards Matter 2 public consultation on standards in public life .**  
Proposed by Cllr Rogers, seconded by Cllr Gammell and **AGREED** by all present, that the draft response circulated by Cllr Burleigh be adopted and submitted.
- 20-171 To discuss the current condition of High Street, following the resurfacing work by Hertfordshire County Council.**  
It was **AGREED** that the Clerk should write to Ringway, as the contractor, regarding the state of the High Street and other road repairs in the village, including those done recently in West Lane. Cllr Barnard asked to be copied in to the email.
- 20-172 To discuss progress on the production of the January 2021 newsletter.**  
Cllr Maple was thanked for his efforts on the latest newsletter, which was almost ready to go to the printer. There was possibly space to add a few lines about the availability of school places for children moving in to the village. A Covid-safe regime was agreed for delivering the newsletters once printed.
- 20-173 To receive reports on the following:**
- a. Parish Paths Partnership (P3). Cllr Rowe was still trying to sort out the matter of the missing posts on the road. He was going to try another contact at Highways but had yet to receive any response.
  - b. S106 Projects. The work on the bus shelter had been delayed, but was hoped to start next week. A piece of land for a shelter at Comice Meadows had possibly been identified and Cllr Burleigh offered to write to Cala.
  - c. Village Environment. Cllr Parkin raised a question from a resident who had asked about an area for playing petanque. It was agreed that this should be a matter for

the PSSC and Cllr Maple offered to look into it. Lockdown was preventing collective litter picking, but Cllr Barnard offered £100 towards litter picking sticks and reflective vests.

- d. Bury Trust. The trees had been trimmed and fly tipping on Jack's Path reported.
- e. Village Hall. Cllr Parkin reported that there was no change.

**20-174 To suggest items for the next meeting of the Parish Council to be held on Thursday, 11 February 2021 at Pirton Village Hall at 7.45pm, or electronically as advised.**

- a. Cllr Parkin - the bus stop and a village transport survey
- b. Cllr Burleigh – what to do with the Youth Council pot as the work on the chapel hall was not going ahead.

**Meeting Closed: 10.55 pm.**

Appendices

Appendix A – Monthly Finance Statement

Appendix B – Planning Applications

Appendix C – RecDevWG Report

Appendix D – Speed Limit Report

## Appendix A – Monthly Finance Statement

**Pirton Parish Council Financial Statement****Payments**

| <b>Code</b>            | <b>Date</b> | <b>Description</b>  | <b>Supplier</b>                     | <b>Net</b>      | <b>VAT</b>    | <b>Total</b>    |
|------------------------|-------------|---------------------|-------------------------------------|-----------------|---------------|-----------------|
| Water                  | 17/12/2020  | Allotments Water    | Castle Water                        | 36.17           | 0.00          | 36.17           |
| Bank Charges           | 31/12/2020  | Bank Charges        | Unity Trust Bank                    | 18.00           | 0.00          | 18.00           |
| Grass Cutting Rec      | 14/01/2021  | Rec Grass Cutting   | Bullard & Son                       | 629.31          | 125.86        | 755.17          |
| Training               | 14/01/2021  | Councillor Training | HAPTC                               | 14.00           | 0.00          | 14.00           |
| Salary                 | 14/01/2021  | Salary              | Edward Roberts (Clerk)              | 518.40          | 0.00          | 518.40          |
| Room (Office Expenses) | 14/01/2021  | Expenses            | Edward Roberts (Clerk)              | 30.00           | 0.00          | 30.00           |
| Telephone              | 14/01/2021  | Expenses            | Edward Roberts (Clerk)              | 20.00           | 0.00          | 20.00           |
| Postage & Mileage      | 14/01/2021  | Expenses            | Edward Roberts (Clerk)              | 16.20           | 0.00          | 16.20           |
| Tax                    | 14/01/2021  | Tax & Employers NI  | HMRC Clerk's Tax                    | 129.60          | 0.00          | 129.60          |
| Rental to NHDC         | 14/01/2021  | Allotment rent      | North Herts District Council (NHDC) | 100.00          | 0.00          | 100.00          |
| Street Cleaner         | 14/01/2021  | Street Cleaning     | Tony Smart                          | 212.50          | 0.00          | 212.50          |
| <b>Total</b>           |             |                     |                                     | <b>1,724.18</b> | <b>125.86</b> | <b>1,850.04</b> |

**Income**

Nil

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

## Pirton Parish Council

### Bank Reconciliation at 31/12/2020

|                                   |            |                  |
|-----------------------------------|------------|------------------|
| Cash in Hand 01/04/2020           |            | 57,722.73        |
| <br>                              |            |                  |
| <b>ADD</b>                        |            |                  |
| Receipts 01/04/2020 - 31/12/2020  |            | 43,284.29        |
|                                   |            | 101,007.02       |
| <b>SUBTRACT</b>                   |            |                  |
| Payments 01/04/2020 - 31/12/2020  |            | 44,949.07        |
| <br>                              |            |                  |
| <b>A Cash in Hand 31/12/2020</b>  |            | <b>56,057.95</b> |
| (per Cash Book)                   |            |                  |
| <br>                              |            |                  |
| Cash in hand per Bank Statements  |            |                  |
| Petty Cash                        | 31/12/2020 | 0.00             |
| Pirton Parish Council Unity Trust | 31/12/2020 | 56,057.95        |
|                                   |            | <b>56,057.95</b> |
| <br>                              |            |                  |
| Less unrepresented payments       |            | 0.00             |
|                                   |            | 56,057.95        |
| <br>                              |            |                  |
| Plus unrepresented receipts       |            | 0.00             |
| <br>                              |            |                  |
| <b>B Adjusted Bank Balance</b>    |            | <b>56,057.95</b> |

**A = B Checks out OK**

|               |
|---------------|
| Signed: _____ |
| Dated: _____  |

## Appendix B – Planning Applications

| Reference        | Detail                                                                                                                                                                                                                                                                                                                                   |
|------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i 20/03010/FPH   | <p><b>14 Danefield Road, Pirton</b></p> <p><i>Two-storey rear extension following demolition of existing single-storey extension</i></p> <p>Comments to Thomas Howe by 13 January 2021 (extended to 18<sup>th</sup>)</p> <p><b>No objections raised</b></p>                                                                              |
| ii 21/00002/FPH  | <p><b>4 Walnut Tree Road, Pirton</b></p> <p><i>Erection of front and rear entrance porches and traditional lime based external rendering covering existing timber frame.</i></p> <p>Comments to Jo Cousins by 30 January 2021</p> <p><b>Comments to be drafted regarding the proposed rendering of this iconic village building.</b></p> |
| iii 21/00003/LBC | <p><b>4 Walnut Tree Road, Pirton</b></p> <p><i>Listed building consent for above works.</i></p> <p>Comments as above</p>                                                                                                                                                                                                                 |

## Planning Decisions (for information only)

| Reference       | Detail                                                                                                                                                                                                                                                                                                               |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| i 20/02555/FPH  | <p><b>34 Cromwell Way, Pirton</b></p> <p><i>Two storey side extension and single storey rear extension following demolition of existing rear conservatory</i></p> <p><b>Permission granted 4 January 2021</b></p>                                                                                                    |
| ii 20/02640/FPH | <p><b>41 Bunyan Close, Pirton</b></p> <p><i>Single storey front extension</i></p> <p><b>Permission granted 5 January 2021</b></p>                                                                                                                                                                                    |
| iii 19/01275/OP | <p><b>Wrights Farm, Shillington Road, Pirton</b></p> <p><i>Erection of four dwellings following demolition of existing farmhouse and associated farm buildings (all matters reserved except access) (amended description and plans received on 01/07/20 and 10/07/20).</i></p> <p><b>Refused 11 January 2021</b></p> |



Appendix C - RecDevWG Report

**RecDev Working Group report to PPC 14 January 2020**

1. The Working Group has met formally 17 times to date. The group has two key activities:
  - a. To develop proposals for a revamped playground area
  - b. To develop proposals for a new pavilion

**Playground area**

2. An order was placed with Setters on the 7<sup>th</sup> December and installation is expected in February.
3. Communications have been sent out to the village via Facebook outlining the improvements that are on order.
4. David Barnard has suggested that £500 may be available to support the upgrade of the playground.

**Car Parking**

5. The car park has now been extended, although the surface will need some further work.

**New pavilion**

6. Thanks to the PPC increasing its contribution to £7k, contributions have been identified totaling the required £15k for the first tranche of work.
7. However, a number of these contributions are dependent on confirmation that VAT will not be paid out of these funds, and currently it is not clear how this can be achieved.
8. The PPC have requested advice on this from an accountant who is an expert in this field.
9. Following agreement by the PPC at the last meeting regarding allowing the concept design to proceed, a further meeting has been held with the preferred architect, and a formal quotation has been sought to allow an order to be placed. This first phase is the most critical.
10. A notional break down of how the new pavilion may be funded has been produced:

|                       | Low £k | High £k |
|-----------------------|--------|---------|
| S106                  | 170    | 170     |
| Football Foundation   | 100    | 150     |
| English Cricket Board | 25     | 50      |
| NHDC/HCC              | 25     | 50      |
| Others                | 25     | 50      |
| PPC (15-30 year loan) | 100    | 150     |
| TOTAL                 | 445    | 620     |

As discussed at the last PPC meeting the PPC loan would only be taken following positive village consultation.

11. The PPC is requested to:
  - a. NOTE the contents of this update.
  - b. PROVIDE any comments or direction on the matters contained in this update.

Simon Maple

|               |
|---------------|
| Signed: _____ |
| Dated: _____  |

## Appendix D – Speed Limit Report

1. The HCC Integrated Plan is being reviewed at the moment. This is the budget for 2021/22. See <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/what-we-spend-and-how-we-spend-it/integrated-plan/integrated-plan.aspx>
2. This includes the £7m in relation to 20mph schemes across the county. Interestingly, this is being budgeted as; £1m for 2021-22; £1m for 22-23; £2m for 23-24 and £3m for 24-25.
3. Part of the Integrated Plan is the implementation of 20mph schemes throughout the county, that are ".....viable, affordable and in line with the SMS ". SMS = Speed Management Strategy, which was adopted by HCC following a Cabinet Panel meeting on 14<sup>th</sup> December 2020.
4. It is thought to be highly likely that the £1m for the forthcoming financial year 21-22 would largely be to fund planning/research activities; Pirton should be ahead of the game as it were, as we were the subject of a traffic and speed survey just over two years ago.
5. The other key issue discussed was the growing consideration being given to delaying the May elections. Although different people are saying different things, the view seems to be that a delay to September is looking increasingly likely.

The key point as far as villages like Pirton is concerned, is the fact that we had one road, West Lane where the speed survey measured traffic speed in excess of 25mph. Under the SMS, to have 20mph speed limits introduced, such a speed would require the construction of hard measures like speed bumps et al in West Lane, similar to Holwell, and Ickleford, which would obviously be costly - £40,000 has been mentioned. Cynics would say that this is just an excuse to avoid the creation of a 20mph limit in Pirton, but I couldn't possibly comment! Be that as it may, that is the reason why we in Pirton are being denied just 20mph signs, and from the money apportioned to the roll-out under 2. above, if we do qualify, it will be some years before our ambition for 20mph signs is realised.

Tom Gammell  
14<sup>th</sup> January 2021