

Hersden Parish Council

Minutes of the Ordinary Meeting of Hersden Parish Council held on Tuesday 8th June 2021 at 7.00 pm. At Hersden Neighbourhood Centre

Present: Councillors Lynn Austin, Ken Dekker, Terry McMahan, Jack Brabham, Sarah Carden and Ross Llewellyn
Caretaker David Hards.
One member of the public.

74/21 **Apologies for absence and reason for absence**

KCC Cllr Alan Marsh as he was double booked
CCC Cllr's Louise Harvey-Quirke and Georgina Glover as they are attending CCC Planning Meeting

75/21 **Declarations of Councillor's interests regarding items on the Agenda**

There were no declarations.

76/21 **To approve the minutes of the Following Meetings**

Minutes of the Meeting held on 11th May 2021.
Minutes of Extraordinary Meeting held on 24th May 2021.
Proposed Cllr J Brabham. Seconded Cllr T. McMahan. All Agreed.

The minutes were signed by the Chair

77/21 **Matters arising not agenda items**

No items.

78/21 **Public Discussion**

There was no public participation.

79/21 **KCC & CCC Cllrs Reports; PCSO & Community Warden reports.**

CCC Cllr L.Harvey-Quirke's report was read out by the PO.
No PCSO present report was read out by the PO
No Community Warden present and no report.

80/21 **Chair, Cllrs, Proper Officer and Caretaker's reports.**

Cllr L Austin had nothing to report.
Cllr A Brabham had nothing to report.
Cllr J Brabham stated that one notice board has been erected and the second would be erected in the coming week.
Cllr T McMahan had nothing to report.
Cllr R Llewellyn reported that he had put a notice in the paper for the co options onto the Council.

Signed

Date

Hersden Parish Council

Cllr S Carden reported that residents in St Albans had reported to her about antisocial behavior in the area.

Cllr K Dekker had nothing to report.

Proper Officer reported that he had been in contact with CCC regarding the funds from Sturry PC and was waiting on an update from Matthew Archer.

We had been contacted by a resident regarding cooption and was sent the cooption process and forms, the resident was also invited to attend our next meeting.

Caretakers report. He has been collecting a lot of broken glass from the area, there have been a lot of golf balls found in the BMX track area, the bin at the rear of the play area has a lot of dog poo bags inside he requested another sign on the BMX Gate stating No Dogs Allowed.

A tree has been cut down by the ball courts and several of the logs have been brought over to the playground which he has removed back to the tree site.

He also reported that the grass cutting by CCC/Serco was bad and that all the grass cuttings had been left all over the footpaths and no tidying up had been done.

Both of these items have been reported to the Ward Councillor.

81/21

Correspondence received.

Email from Wicksteed regarding quote for resurfacing work

Email from Koolplay regarding quote for resurfacing work these will be discussed at item 86/21

Email from Suzi Wakeham regarding Pavillion, stating that David Ford is the contact at CCC

Email from David Ford regarding the Pavillion, this will be discussed at item 85/21

Email from Matthew Archer regarding the outstanding funds from SPC stating that he has informed the Chair what is required from them. Chair L Austin requested that a meeting be set up between ourselves and Suzi Wakeham and Matthew Archer to get things moving on this.

82/21

Planning & Enforcement Matters

There were no new application this month.

Decided applications

There were no decided applications this month.

Signed

Date

Hersden Parish Council

83/21

At this point the Chair was transferred to Cllr Jack Brabham.

Proposed by Cllr L Austin

Seconded by Cllr K Dekker

Finance Matters

D Hards	Caretakers	June salary	£195.00
		May Overtime	£189.00
		Payment for untaken holidays	
		Sept. 2019-March 2020 = 4hrs @ £8.21	£32.84
		April 2020-Feb 2021 = 7hrs @ £8.72	£61.04
		March 2021 = 2.5 Hrs @ £9.00	£22.50
		Total	£500.38
J. Caddick	Grounds maintenance		£306.99 incl VAT of £51.16
Internal Auditor Lionel Robbins			£150
J Brabham	Expenses		
Notices for playground			£12.67
L Austin	Expenses.		
Wet and Forget			£32.14
Refuge bag holder			£13.68
Grass seed			£26.99
			£72.81

The above outgoings were Proposed by Cllr S. Carden and Seconded by Cllr K Dekker. All Agreed.

The AGAR forms were discussed and verified to be correct prior to being sent to the external auditor PKF Littlejohn.

Proposed by Cllr L Austin

Seconded by Cllr K Dekker

All Agreed.

The forms were signed by the Chair and the RFO.

Cllr J Brabham transferred the Chair to Cllr L Austin

Banking sign off. (monthly rotation) Cllr's T. McMahan and R Llewellyn.

The proper Officer requested that the Council purchase the latest addition of Arnold – Baker on Local Council Administration at a cost of £149.99

Proposed by Cllr A Brabham

Seconded by Cllr T McMahan

All Agreed

Cllr K Dekker will purchase and submit receipt at next meeting.

Signed

Date

Hersden Parish Council

84/21

Staffing matters

The Chair thanked David Hards for all his hard work during the lockdown period. David was told that his overtime was to continue until Friday 18th June unless lockdown is extended, if not then he will return to his basic hours of 5hrs /week to be arranged as 2.5 hrs on a Monday and 2.5 hrs on a Thursday. The Chair will put this all in a letter to David.

David was also told that when lockdown is lifted he will be required to take his allotted holidays in 5 hour blocks.

It was agreed to wait until after summer recess to look at employing a Clerk.

85/21

Pavilion

David Ford from CCC stated that the Council's Property team are looking at potential options for the replacement of the pavilion and will be in touch with us shortly regarding potential options with timescales for delivery.

86/21

Working Groups updates

To consider opening the working group meetings to involve residents of the Parish.

Working Groups to concentrate on:

Youth Working Group

Open spaces (Beautification) Working Group

Groups to have a Charter

To have a Chairman and bring report to each Council meeting

This was Proposed by Cllr L Austin and seconded by Cllr T McMahan All in agreement.

Cllr's Mc Mahan and Carden had met to discuss options for external facilities for the youth to attend over the summer and to try and get volunteers to drive the minibus to these events. At a later date to have a meeting so that residents can discuss with the group and come up with ideas going forward.

Planters, we need to ascertain what size we need as 3mtr lengths are hard to come by, it was suggested that we look at readymade planters to see if they are strong enough and then the costs.

87/21

Parish walk around

Cllr's L Austin and T McMahan agreed to do the first walk around on Thursday 17th June at 1900 hrs. concentrating on St Albans area first.

Signed

Date

Hersden Parish Council

88/21 Any Other Business

Parish office opening hours to be published on web page and facebook from 21st June. Dates to be confirmed.

89/21 Date of next Meeting

Next meeting to be held on 13th July 2021.

There being no other business the Meeting was closed at 20:17

Signed

Date