

**Berden Parish Council
30 St Nicholas Field, Berden, Bishops Stortford CM23 1AX**

**BERDEN PARISH COUNCIL
Monday March 3rd 2014
Village Hall
MINUTES OF MEETING**

Present:

David Williams (Chair) (DW)
Duncan Murdoch (DM)
John Burton (JBU)
Sue Griffiths – Clerk
3 Members of Public

John Barber (JBA)
Sylvie Thickitt (ST)
Jon Howells (JH)
Amanda Coomber (AC)

138	Apologies and reasons for absence. Assumed from Cllr Loughlin, (Family bereavement)	
138.1	Declarations of interest in items on this Agenda. JBA declared financial interest in Switchboard Fibre Optic Co	
138.2	Public Participation Session with respect to items on agenda and other matters of mutual interest Mr Coates from Switchboard agreed to speak on Broadband when item was reached.	
138.3	Minutes of last meeting of Berden Parish Council held on Jan 20th 2014 Accepted as true record and signed by Chairman	
138.4	Clerk's Report Accepted. See report ST said she needed Chairman's assistance with internet banking access for Clerk.	
138.5	Finance <ul style="list-style-type: none"> • Payments to be approved: £145 for Aerial runway, probably plus VAT. Clerk's salary £1149.33 • Payments to be ratified £666.66 for Village Hall porch electrics £300 to Easykey for website Financial progress report See reports. Aerial runway will need to be paid in April so it comes out of next year's budget. We will be over budget by the end of this financial year.	
138.6	Planning <ul style="list-style-type: none"> • See report. It was decided that the Clerk should write to Uttlesford reiterating their concerns re 5 Gawlers, and understands neighbours who wish to complain to Uttlesford have done so. • Clerk will contact County Archaeologist re work at The Crump. 	SG

138.7	Broadband See reports. Cllr Murdoch summarised the present position re Buzcom, County, BTopenreach, and Switchboard. <i>(At this point Cllr Barber handed a letter of resignation to the Chairman, and left the meeting.)</i> After some discussion, the council suggested Switchboard draw up a comprehensive plan for provision of broadband to present to the village.	
138.8	Emergency plan: <ul style="list-style-type: none"> • See report. • It was decided that an article should go in Parish Magazine with brief details, emergency agency numbers, and names of those who hold plan. Neighbourliness required towards those who could be vulnerable in an emergency situation. Need for sandbags for those in at risk houses. 	AC
138.9	Contract of Employment. A contract of employment for the Clerk had been circulated and was agreed and signed.	
138.10	Footpaths No progress on current issues, Highways rather occupied after floods.	
138.11	Highways See report. No contact with Highways as yet, Bonetting Lane and Dewes Green Road still dire. Some large potholes now have purple lines round them.	
138.12	Airport Report See report.	
138.13	Report from District Councillor None	
138.14	Report from County Councillor None	
138.15	Correspondence An invitation to enter Best Kept Village had been received. No interest from PC or Village Hall committees.	
138.16	Exchange of Information and Matters to be raised for next agenda. DW asked for Skydrive to be on next agenda, and for cllrs to have a look at this before next meeting, 14 th April 2014.	
	Meeting closed at 9.40	

	Exchange of Information and Matters to be raised for next agenda, September 8th. Defib poster had to be re printed as there were errors. Cost will be £25 + vat, payment authorised by council.	
	Meeting closed at 10.10pm	

Berden Parish Council
30 St Nicholas Field, Berden, Bishops Stortford CM23 1AX

BERDEN PARISH COUNCIL
Monday April 14th 2014
Village Hall
MINUTES OF MEETING

Present:

David Williams (Chair) (DW)
Duncan Murdoch (DM)

Amanda Coomber (AC)
Sue Griffiths – Clerk

139	Apologies and reasons for absence. Assumed from Cllr Loughlin, (Family bereavement) John Burton (JB) (Hols) Peter Hewitt (PH) (Hols) Sylvie Thickitt (ST) (Hols) Jon Howells (JH) (Hols)	
139.1	Declarations of interest in items on this Agenda. none	
139.2	Public Participation Session with respect to items on agenda and other matters of mutual interest none	
139.3	Minutes of last meeting of Berden Parish Council held on March 3rd 2014 Accepted as true record and signed by Chairman	
139.4	Clerk's Report Accepted. See report Chairman to contact bank re internet banking access for Clerk.	
139.5	Co-option of Councillor Peter Hewitt of Durwards Barn, Berden, is the new councillor. He will be asked to provide "cameo" for the Parish Magazine.	
139.6	Finance <ul style="list-style-type: none"> • Payments to be approved: £7.36 to David Williams for playground latch on gate £127.93 Affiliation fees for EALC and NALC • Payments to be ratified Aerial runway £145 Clerk's salary £1149.33 Brian Blackwell £114 • Financial progress report See report. Aerial runway will be done end April. Uncashed Princes Trust cheque will be returned to general funds. • Signatories It was agreed to continue to need two signatures on cheques • External Audit Survey It was agreed that the survey was a good idea, if we only need to do 	

	<p>simpler, cheaper audit, that is beneficial. Cllr Murdoch to liaise</p> <ul style="list-style-type: none"> • Cheque from Parish Magazine. Chair informed meeting that council is in receipt of £1500 from the organizers of the Parish Magazine. Excess funds have arisen from greater advertising revenue and cheaper production costs. 	
139.7	<p>Planning</p> <ul style="list-style-type: none"> • Applications received See report • Applications determined: See report • Enforcements None 	
139.8	<p>Broadband Buzcom and Openreach have both visited the village, and there seems to be some progress. Buzcom need to access church tower to find suitable high points for repeaters. Openreach have acknowledged existence of fibre optic cables through village. There is some confusion over who dictates priorities, Essex Council or Openreach. They both say it is the other. There is still the issue of the exchange being in Herts. Cllr Murdoch will continue to apply pressure on all parties. John Barber is now contact for Switchboard, cupboard is still in storeroom, Cllr Murdoch to contact re removal and making good. Website: next payment is due August/Sept, still not used much. New site required that is more user-friendly, and cheaper. Cllr Hewitt to be asked to investigate.</p>	
139.9	<p>Emergency plan: This has been updated and circulated, and article sent to Parish news. Stansted meeting re floods covered the usual topics, and there is another in June.</p>	AC
139.10	<p>Skydrive: It was agreed to use Skydrive (now Onedrive) for storing such documents as standing orders, financial regulation, emergency plan etc. Not for minutes.</p>	D W
139.11	<p>Footpaths: Nothing new to report</p>	
139.12	<p>Highways: Cllr Howells has agreed to take over this. Site meeting still desperately needed re St Nicholas Field, Dewes Green Road and Bonnetting Lane</p>	
139.13	<p>Defibrillator: Wording for poster in phone box agreed. Decided that "any question" contact details unnecessary, just call 999. See report.</p>	
139.14	<p>Annual Parish Meeting This year it will be held on Friday 9th May, starting at 8.00, with tables set up at the end of the hall. Brief reports required from organisations, preferably in person....recruitment opportunity. Some snacks to be provided</p>	
139.15	<p>Report from District Councillor None</p>	

139.16	<p>Report from County Councillor. Cllr Gooding arrived at 9.30. He has agreed to organise a site visit on the relevant roads with Risa Long. He also said the maintenance contract for potholes/repairs etc is under review as it had not been working as well as hoped. Cllr Gooding also stated that Essex does not dictate Broadband routes/priorities to Openreach, and it is definitely Openreach/BT who decide this.</p>	
139.17	<p>Correspondence: Rural Sounding Board: DW will reply, contact only, no need for full involvement. Homestart funding request: no-one has been helped in village for some time, so no.</p>	
139.18	<p>Exchange of Information and Matters to be raised for next agenda. None</p>	
Meeting closed at 9.40		

Berden Parish Council
30 St Nicholas Field, Berden, Bishops Stortford CM23 1AX

BERDEN PARISH COUNCIL
Annual Parish Council Meeting Monday 19th May 2014
Village Hall
MINUTES OF MEETING

Present:

David Williams (Chair) (DW)
Duncan Murdoch (DM)
John Burton (JB)
Jon Howells (JH)

Amanda Coomber (AC)
Sue Griffiths – Clerk
Peter Hewitt (PH)
Sylvie Thickett (ST)

140	Election of Chairman and Vice Chairman – acceptances of office David Williams was proposed and seconded for Chairman by JB and AC, and John Burton was proposed and seconded for Vice chairman by DW and JH. Both accepted office.	
140.1	Apologies and reasons for absence. Assumed from Cllr Loughlin, (Family bereavement) Ray Gooding (other meeting)	
140.2	Declarations of interest in items on this Agenda. none	
140.3	Public Participation Session with respect to items on agenda and other matters of mutual interest none	
140.4	Minutes of last meeting of Berden Parish Council held on 14th April 2014 Accepted as true record and signed by Chairman	
140.5	Clerk's Report Accepted. See report Peter Hewitt was welcomed to the Council	
140.6	Arrangement of Councillors' Responsibilities Jon Howells: Highways Sylvie Thickett: Finance Officer John Burton: Nature, Footpaths, Planning and Defib. Vice Chair Amanda Coomber: Emergency Plan, Broadband and Health Duncan Murdoch: Broadband and Planning Peter Hewitt: Website David Williams: Playground, Broadband, Planning, Grants/funding, Chair.	
140.7	Finance <ul style="list-style-type: none"> • Payments to be approved: <ul style="list-style-type: none"> • Payment of Funding course for Clerk not required. • £479.27 for PC insurance, Came and Co approved. • £7.36, DW, playground gate latch • £127.93 EALC/NALC affiliation fees • £152 brian Blackwell 23/4/2014 	

	<ul style="list-style-type: none"> • £114 Brian Blackwell 9/5/2014 • £60 Bob Mason, playground inspection • £174 to Sportsafe, aerial runway repair. (quote did not incl vat) <p>Financial progress report Half of the precept and the UDC grant have been received. The annual accounts have been completed, and approved by Paul Chapman. They were then approved unanimously by the Council. It was agreed Paul should be sent a letter of thanks and a token of our appreciation. It was also agreed to appoint Paul Chapman as auditor for next year if he was willing to do so. Amanda Coomber raised the issue of obtaining funding in order to improve Broadband in rural areas. We are probably not "remote" Raising funds to improve the Brent Pelham telephone exchange could be a way forward, but probably prohibitively expensive.</p>	
140.8	<p>Highways: John H has been chasing Highways re site visit, and has 2nd or 6th of June as possible dates. Cllr Gooding is now Education, so contact needs to be maintained with new Cllr with that responsibility. Jon to also investigate if the Rangers could assist with any of the Bonnetting Lane/Dewes Green Road issues. He was also to remind them that lettering on village green finger post still needs re-doing. Concern was expressed re height of cow parsley, particularly at the Rickling crossroads and Little London turn. Jon will check on whose responsibility this is, and liaise. Rob Talks had raised issue of fence at 1 Benskins which was damaged in Christmas storms and has not been replaced. John Bu will see occupants with a view to contacting their landlords, Circle Housing, on their behalf.</p>	
140.9	<p>Planning</p> <ul style="list-style-type: none"> • Applications received UTT/14/0966/HHF Extension to existing pool building, The Crump. UTT/14/1241/HHF Erection of single storey garden store, Little Potash Barn. No concerns with either. • Applications determined: none • Enforcements None 	
140.10	<p>Website Peter H provided copies of information from Wordpress about setting up website. They provide 3 levels of service, it was agreed to try middle level, £70. Peter will try out free version to see how user-friendly it is. Council concerned re need to allow adverts on free site. Suggested that in future adverts from Parish Mag could be offered a website ad as an additional, not instead of, advert. Sylvie to check with Easykey what happens to berden.org email addresses, and ownership of berden.org as domain name. First registered by John Arnell when he was PC Chairman</p>	
140.11	<p>Broadband</p> <ul style="list-style-type: none"> • To agree way forward, and issue of equipment in village hall. <p>Buzcom have inspected area from church tower, and located several high points, incl barn in Clavering, and Gawlers. Church tower itself is still best option other than technical difficulties and timing factors. Manuden is also pushing BT/Essex for quicker progress.</p>	

	<p>It has been established that BT do not allow pole-sharing, which Switchboard may not be aware of. It was agreed to seek a meeting with John Barber to discuss this, and other issues, such as equipment in village hall. No firm mandate on this had come from Parish Meeting or village hall meeting.</p> <ul style="list-style-type: none"> • Amendment to minute 137.7 January 2014. <p>It was agreed that minute 137.7 should be replaced with: “See report. It was agreed the licence agreement with Switchboard dated 23rd May 2013 be terminated with immediate effect, and Switchboard be given four weeks to remove equipment from the village hall and make good as necessary.”</p>	
140.12	<p>Annual Parish Meeting It was agreed that holding the APM on a separate night from the APCM was successful, encouraged more people to attend, and the more relaxed atmosphere aided discussion. Reports made in person should still be encouraged, but use of projector could be considered next year for reports, agenda etc to cut down on paper wastage.</p>	
140.13	<p>Correspondence: None</p>	
	<p>Exchange of Information and Matters to be raised for next agenda, July 7th. None</p>	
	Meeting closed at 9.57	

Berden Parish Council
30 St Nicholas Field, Berden, Bishops Stortford CM23 1AX

BERDEN PARISH COUNCIL
Parish Council Meeting Monday 7th July 2014
Village Hall
MINUTES OF MEETING

Present:

Sylvie Thickett (ST)
Duncan Murdoch (DM)
John Burton (JB)

Amanda Coomber (AC)
Sue Griffiths – Clerk
Peter Hewitt (PH)

Cllrs Loughlin and Gooding
Andrew Nelson, Village Hall Committee

141.0	Apologies for Absence David Williams (holiday) John Howells In the absence of David Williams, John Burton, vice chairman, chaired the meeting.	
141.1	Declarations of interest in items on this Agenda. none	
141.2	Public Participation Session with respect to items on agenda and other matters of mutual interest Mr Nelson wished to speak on Broadband item. John Burton raised matter of grants for cleaning war memorial, and poppy seeds. Memorial is Parish Council responsibility, not Church. Inspection showed it did not need re-leading, probably just a good clean. JB to organise, and liaise as necessary.	
141.3	Minutes of last meeting of Berden Parish Council held on 19th May 2014 Accepted as true record and signed by Vice Chairman	
141.4	Clerk's Report Accepted. See report	
141.5	Finance <ul style="list-style-type: none"> • Payments to be approved • David Williams, £20 Adnams Wines, gift to Paul Chapman for accounts • Playsafety Ltd: £110.40 inc vat, playground annual inspection • Payments to be ratified since last meeting • £479.27 (incl vat £27.13) Parish Council Insurance, Came and Company • Blackwell £114 19/5/ inv 87 • Blackwell £114 1/6/ inv 93 • Blackwell £70, verges inv 97 • Blackwell £114 16/6 inv 02 • Blackwell £230 hedges inv 08 • Blackwell £114 1/7 inv 12 	

	<p>Mr Blackwell's fee of £70 was approved by the council. This was for cutting the verges at the Rickling /Berden/Clavering crossroad and the Little London turn. The verges had not been cut by Highways, and were increasingly hazardous, with several accidents occurring.</p> <p>£666.66 would soon be coming from Uttlesford as our share of the new homes bonus given to Cllr Loughlin. Ideas on specific use requested at end of meeting please, or next meeting.</p> <p>Grass cutting has already taken up 53% of our annual budget.</p> <p>The slight variance between this month's and last month's figures is because Sylvie could not access the online system last time to get up to date figures.</p> <p>Council agreed to change of name on correspondence address for bank statements, so Natalie Trapmore's name could be removed, and replaced with Susan Griffiths. Address has been changed already.</p>	
141.9	<p>Broadband. <i>(This item was moved to here so Mr Nelson, VH committee, could speak)</i> See report.</p> <p>Duncan Murdoch stated that he was of the belief that Switchboard was in discussion with Virgin Media re a new fibre link to serve, in the short term, 6 houses in/around the village.</p> <p>Pole sharing with BT was possibly not allowed, Mr Barber continues to investigate.</p> <p>Duncan and John Burton will liaise with Mediacoms, and also check if they do have any customers in Manuden, and also check in what way they, Mediacoms, are proposing to help Manuden.</p> <p>Mr Nelson raised the issue of Switchboard equipment which is still in the store room. It was unanimously agreed that the equipment should be removed as soon as possible, as this request had originally been made in Jan 2014. If Switchboard are unable or unwilling to remove it, the Parish Council will take prompt appropriate action. Duncan Murdoch and John Burton to liaise.</p>	
141.6	<p>Highways:</p> <p>Cllr Gooding was delighted to report that extra money (£10m) has been given to Essex for mending potholes etc. St Nicholas Field is in the top 100 list of the worst estate roads in Essex, and therefore should get the complete treatment of new drains, pavements and road surface. Dewes Green Road has yellow lines round potholes. Highways queried whether Bonnetting Lane was actually an adopted road, the Parish Council assured Cllr Gooding that it was.</p> <p>Due to other commitments, the meeting with Risa from Highways had not yet happened.</p> <p>The poor quality of repairs was also raised with Cllr Gooding: holes that have been recently filled are already cracking up again.</p> <p><i>(Andrew Nelson leaves)</i></p> <p>Jon Howells to ask Road Rangers if they can trim the hedges at Gawlers, following a complaint from Jenny the postmistress.</p> <p>Salt has been ordered, and will be distributed around the village.</p>	
141.7	<p>Planning: See report.</p> <p>UTT/14/1507/TPO pruning tree at Francis Farm was wholeheartedly endorsed by P. Council.</p> <p>UTT/14/1593/PDE Extension to Field House: P Council has passed on same reservations as on previous applications.</p>	

141.8	<p>Website</p> <p>All agreed Peter's website "mock-up" was a great improvement on the old one, and he should continue, using the better version, and additional cost £70 (unsure if incl or excl. vat) was approved. It is hoped to take over the berden.org domain name, Duncan to email easykey re this, (cost of them maintaining berden.org as a domain name was £22 pa,) and liaise with Peter and Sylvie. Agreed contact numbers should not be put on the actual site, but an inquiry link would be useful. At the moment the site is linked to Peter's work email address, so that needs to be altered to a "berden" one. All village groups should be encouraged to use it. Sylvie suggested banner heading should change as new tabs are opened.</p>	
141.10	<p>Footpaths</p> <p>John has been inundated with complaints about footpaths, which have not been cut and are becoming impassable. Highways blame lack of funds, and a delayed start to mowing. Cllr Gooding and Cll Loughlin have tried to apply pressure, for Berden and other parishes, to no effect. Mr Tinney has offered to cut some on his land, but all are concerned that this voluntary effort will then be taken for granted, and it will be assumed in future that Berden can cut its own paths. Also, Uttlesford does not seem to prioritise footpaths that people use most. John Burton to write officially to Cllr Gooding, suggesting farmers are willing to assist, as long as this isn't creating a precedent for voluntary labour to replace council cutting.</p>	
141.11	<p>Affordable Housing Questionnaire</p> <p>After discussion it was agreed not to return the questionnaire. Berden has been told in the past that, with no shop, pub, employment, school, or proper public transport, it cannot sustain affordable housing. Also, Benskins has smaller houses, some of which are owned by a housing association. There seems to be no great demand for further affordable housing in the village.</p> <p style="text-align: center;"><i>At 9.56pm an extension to meeting time was agreed.</i></p>	
141.12	<p>Playground:</p> <p>Following an inspection by Playsafe for RoSPA, several issues have arisen, see report. The council agreed that items 1 and 2, the cracks and lose handrail, could be repaired by village. Seesaw should be replaced, and possibly swing seats. David Williams to be asked to obtain quotes for both these, and explore sources of funding.</p>	
141.13	<p>Fence at Benskins</p> <p>As the letter from the clerk, dated 10th June, had not received the courtesy of a reply, frequent phone calls have been made on this matter, and the clerk has been assured that the matter is now with the contractors. Cll Loughlin offered to also contact Circle Housing, and Uttlesford, to put further pressure on Circle to remedy the situation, which has been going on for over 6 months.</p>	
141.14	<p>Berden Artefacts Display</p> <p>The family of the late Frank Turpin has offered the village a Berden Fireman's helmet which has belonged in his family for several generations. Mark Trapmore, as village historian, wondered if there was anywhere, perhaps in the village hall, to display this and any other artefacts of interest. The council agreed to pass the request to the village hall committee.</p>	
141.15	<p>Correspondence</p> <p>Email received re New Homes money (141.5). Suggestions incl to pay for groundwork at hall for bin/bottle bank path. To go on agenda for next meeting.</p>	

**Berden Parish Council
30 St Nicholas Field, Berden, Bishops Stortford CM23 1AX**

**BERDEN PARISH COUNCIL
Parish Council Meeting Monday 20th October 2014
Village Hall
MINUTES OF MEETING**

Present

David Williams (DW)

Sue Griffiths (SG)

Amanda Coomber (AC)

Jon Howells (JH)

Cllr Loughlin

Peter Hewitt (PH)

Sylvie Thickitt (ST)

Duncan Murdoch (DM)

John Burton (JB)

143.0	Apologies for Absence Cllr Gooding (Clash of meetings)
143.1	Declarations of interest in items on this Agenda. None
143.2	Public Participation Session with respect to items on agenda and other matters of mutual interest Two members of the public, Highways issues.
143.3	Approve Minutes of last meeting of Berden Parish Council held on 8th September 2014 Accepted as a true record and signed by the Chairman
143.4	Clerk's report As all matters were on the agenda, there was no report
143.5	Finance. Payments to be approved since last meeting <ul style="list-style-type: none"> • Peter Hewitt Website, £70 • Clerk's salary, 6 months, April to Sept 2014, £985.14 • Clerk's attendance at Elections Course? • Chairman's attendance at Elections Course? • David Williams, Sealant for playground, £8.97 <p>The attendance of a council member at the Election Course was discussed. As Clerk, Sue could get a 50% bursary, but she was not sure if she would be able to attend. David Williams is able to do so, and would express the views of the council that the expenses of elections were disproportionately large for a small parish, resulting in a reluctance to encourage sufficient applicants to necessitate holding an election.</p> Payments to be ratified since last meeting <ul style="list-style-type: none"> • Uttlesford Ass of Local Councils, annual subscription £25 • Brian Blackwell 09/09/2014, £114, inv 43 • PKF Littlejohn, Audit, 09/09 £120

	<ul style="list-style-type: none"> • Brian Blackwell 20/09 £114, inv 48 • Berden Parochial Church Council (graveyard) 20/09 £350 • John Burton (poo bags) 25/09 £20 • Brian Blackwell 05/10 £114 inv 53 <p>Financial Progress Report</p> <ul style="list-style-type: none"> • See report. • Uses for the £666 grant were discussed. As it is not known yet whether grant applications for the playground have been successful, it was agreed to discuss uses for this grant at a later meeting. <p>Highways.</p> <p>A letter has been sent to Cllr Bass, who is responsible for Highways, detailing the appalling state of the roads in the parish, and including reports on potholes, with photos and measurements, from John Burton and Clive Lane. We requested that someone from Highways should attend our next council meeting, on 8th Dec, or earlier by mutual agreement. Copies of the letter and reports were also sent to Cllrs Loughlin and Gooding, and Sir Alan Haselhurst our MP, and Essex Highways. Mr. Lane has also sent his report and an accompanying letter to the above. Mr Lane declared his intention of sending the letter and report to the local press if he did not receive a satisfactory answer within a reasonable period of time.</p> <p>The large pothole outside the village hall has claimed another victim, the car needing to be removed by the AA as the wheel was too badly damaged to drive.</p> <p><i>(During the meeting a loud bang was heard from outside as the hole claimed yet another wheel)</i></p> <p>Getting the Stocking Pelham/Stortford Road made a county route was discussed, as the road across to Rickling is on the list, but the road through Berden isn't. Sue had emailed Highways about this, and is awaiting a reply. Having the road so designated may not actually make much difference.</p> <p>David Williams had discussed the resurfacing of St Nicholas Field with a workman from Highways who was drawing lines around the potholes at the bottom of St Nicholas Field. He said it was very unlikely that the whole of the road would be resurfaced: the base is concrete, and complete resurfacing would require the entire road to be dug up. Patching at some point would be more likely. He also expressed dissatisfaction with Highways as he found he was re-marking the same potholes in differing colours without them ever being repaired.</p> <p>It was agreed that the whole village should be encouraged to contact Highways about the potholes, and report every incident of damage to vehicles. Jon Howells agreed to write a short piece for the Parish Magazine. Cllr Loughlin suggested that a copy of the Council's letter and reports should also be sent to the Minister for Transport. This was agreed, and David and Sue will liaise.</p> <p>Planning and Enforcement</p> <p>APPLICATION NO: UTT/14/2839/LB</p> <p>There were no objections to these plans at Rose Garth.</p> <p>No planning decisions had been made.</p>	<p>JH</p> <p>DW SG</p>
143.7	<p>Website</p> <p>The website is looking good, and should go live in November. Easykey have agreed to transfer the domain name, so it should still be berden.org. Peter is happy to act as moderator for new postings: there is a danger that if others</p>	

143.8	<p>have the ability to add or delete material that other items could be deleted or changed as well. Peter will also do a short article about the new website for the parish magazine.</p> <p>It was agreed that the draft minutes would go on the website once the councillors had seen them. It was also agreed that, in the section on how the council works, the wording on public participation should be as used on the agenda:</p> <p>"Public Participation Session with respect to items on agenda and other matters of mutual interest "and be limited to 15 minutes.</p> <p>Peter also enquired whether a map was available showing the parish boundaries. John Burton will liaise with Peter over this, and the possibility of including suggested walks. Including official maps showing footpaths on the website could be difficult because of copyright.</p> <p>Peter was thanked for his hard work on this project.</p> <p>Broadband See report. Yet again, the village should be encouraged to lobby Essex for a better service.</p>	PH
143.9	<p>Footpaths John Burton circulated a draft of a letter to be sent by the council (once approved by the landowners) to DeFRA Planning Inspectorate about the disputed footpath issue that has now gone to appeal. The council expressed their disapprobation at the costs that the county councils have incurred over this matter (the Essex legal report runs to some 130 pages). Cllr Loughlin suggested that when the matter was resolved steps should be taken to have the hedgerow that is the route of the footpath in question listed.</p>	DM
143.10	<p>Neighbourhood Watch Neighbourhood Watch yellow street signs are apparently now available, but not fitted. Ulla still does not seem to be receiving information from the group or the police.</p> <p>Amanda Coomber had attended a Community Forum, and policing was one of the main topics. See report. She took issue with the police that crime was down in the area, as the local villages had been experiencing an increase in burglary etc., and there had been difficulties in contacting the police, and getting them to react to information provided. It was explained that a double murder in Chelmsford had drawn man power away from other areas, but more recently there had been arrests with regard to the burglaries. She circulated contact details for our PCSO, this information will also go into the magazine.</p>	SG
143.11	<p>Playground See report. Work party, mainly councillors, removed old see saw, filled in holes, and erected new piece of equipment for younger children. David is awaiting responses to requests for grants (Viridor and Essex CC Community Fund) to enable purchase of new seesaw, which is £6500 approx. The small gate also needs replacing, total cost approx. £100 without fitting. It was suggested Rob Webb, from 2 Church View Cottages may be able to assist. He is providing a new newel post for the slide.</p>	
143.12	<p>The cost of a fence along the length of Simon's Field, the 5-a-side football pitch has been investigated: in excess of £3000. This is a 9ft high 30m long chain link fence. Further grants would be needed for this, perhaps Stansted Airport could be tried in the spring.</p>	

143.13	<p>War Memorial Thanks go to John Burton and Amanda Coomber who washed the memorial. The lettering needs renovation, and after consultation with Dayes, the monumental masons in Stortford, Kae Hewitt has agreed to undertake this work. It was suggested the base of the memorial be given a proper plinth, perhaps with a time capsule in it. Mark Trapmore has found out a lot of information about the servicemen on the memorial, which could be included. Mark is trying to establish if a faculty will be needed to do the plinth, or, as the Parish Council is responsible for the upkeep of the memorial, this falls outside the church's jurisdiction. It was agreed that a grant be applied for from Uttlesford Council, as there are funds available this year.</p>	
	<p>Dates for next year. It was agreed to keep to the same schedule as this year, Sue to send list of dates to council, for all to ok and check against school holidays etc. These can then be approved at the next meeting and publicised.</p>	
143.14	<p>Correspondence. An email has been received from Andrew Nelson complaining about the hounds from the Puckeridge Hunt running loose through the village. They had run along the main Stocking Pelham Road, and also strayed through the churchyard and into a garden in St Nicholas Field. Hunting horns were heard, but the hounds ignored it, and someone on a quad bike appeared in an unsuccessful search for them a little while later.</p>	SG
143.15	<p>It was agreed that a letter should be written to the hunt insisting that the hounds be kept under control if they were on public roads, and that they should not be free to trespass on private property. Also, villagers should be warned if the hunt is meeting in the area so that pets and livestock can be suitably contained for safety.</p>	
	<p>EALC has informed us that if photos are used in their publications or on line the consent of the people in the photos is needed. To date we have never submitted any photos.</p>	
	<p>A request for funding has been received from Essex Air Ambulance. As last year, it was agreed an item about the EAA should appear in the magazine requesting donations, and an email be sent to EAA informing them that this is what we have done.</p>	SG
	<p>Exchange of Information and Matters to be raised for the next agenda. The Community Forum attended by Amanda Coomber also covered Education, in the North area. The Saffron Walden reception classes are full, which may impact on our local village schools. Manuden is no longer regarded as a feeder school for the Stortford secondary schools, so Newport, now the Joyce Frankland Academy, or Stansted/Foresthall would be the main schools for the village youngsters. The next meeting will cover South, and although no-one from this council can attend, Cllr Gooding will be there and report back.</p>	SG
143.16	<p>Meeting closed at 10.00pm.</p> <p style="text-align: center;">Date of next meeting: 8th December 2014.</p>	

**Berden Parish Council
30 St Nicholas Field, Berden, Bishops Stortford CM23 1AX**

**BERDEN PARISH COUNCIL
Parish Council Meeting Monday 8th Dec 2014
Village Hall
MINUTES OF MEETING**

Present

David Williams (DW)

Sue Griffiths (SG)

Amanda Coomber (AC)

Jon Howells (JH)

Cllr Loughlin

Peter Hewitt (PH)

Sylvie Thickitt (ST)

Duncan Murdoch (DM)

John Burton (JB)

2 members of public

144.0	Apologies for Absence None
144.1	Declarations of interest in items on this Agenda. None
144.2	Public Participation Session with respect to items on agenda and other matters of mutual interest Mr lane reported on his contact with Highways Street Lighting re light in St Nicholas Field that is permanently on. They cannot at present resolve the issue, but will continue to investigate.
144.3	Approve Minutes of last meeting of Berden Parish Council held on 20th October 2014 Accepted as a true record and signed by the Chairman
144.4	Clerk's report See report.
144.5	Finance. Payments to be approved since last meeting <ul style="list-style-type: none"> • Chairman's attendance at Elections Course £60 • Stationery for Clerk £18.68 • VAT refund to Village Hall £920.19 All agreed. • NALC book, Local Councils Explained. £19/99 inc postage Payments to be ratified since last meeting <ul style="list-style-type: none"> • Peter Hewitt Website, £70 • Clerk's salary, 6 months, April to Sept 2014, £985.14 • David Williams, Sealant for playground, £8.97 • Brian Blackwell inv 57 £114 • Brian Blackwell inv 60 £114 • Brian Blackwell inv 66, Hedges, £230 • Brian Blackwell inv 70 £114

144.6	<p>Financial Progress Report</p> <ul style="list-style-type: none"> • See report. • David W said the election course was not worth £60, especially as interesting section by Peter Snow was emailed to every parish council 2 days later, and the handout "Election Tool Kit" covers everything and could have been sent by email too. <p>Everyone on the course agreed that election costs for small parishes were disproportionate, and discouraged democracy. Very few parish councils in Uttlesford have contested elections. It was agreed David would write to EALC to complain about lack of value of course.</p> <ul style="list-style-type: none"> • At the next meeting the village hall grant of £300 should be paid. • The precept was agreed at £7000, plus the £308 from Uttlesford. This was proposed by John Burton and seconded by Amanda Coomber. • The Clerk's salary rises on Jan 1st 2015 from £8.42 an hour to £8.613 an hour. Approved. • David Williams raised the issue of the churchyard maintenance. The Parish Council has a responsibility to maintain a graveyard in the parish and at present pays the PCC £350 a year for the churchyard. This money goes towards maintaining the mowing equipment, petrol etc. There have been complaints that the area does not look as well-kept as it should: the grass is cut regularly, by volunteers, but verges and weeding are not always done so regularly. Manuden PCC have recently hired contractors to do all the work in their churchyard, at a cost of several thousand pounds. If Berden PCC decide to go down this route the grant given by the PC could rise substantially, (and so would our precept requirement) but no request has been made as yet. 	DW
	<p>Highways.</p> <ul style="list-style-type: none"> • Salt has been delivered and distributed through the village. It was agreed that more grit bins by Mill House before the crossroads, and Highlands junction with the Stortford road could also be needed. Jon will investigate. • The UKPower roadworks will turn along the Highlands farm stretch going out of the village, not turn towards the village. Complaints have been received about the positioning and timing of the traffic lights. • The road closure at Little London is the result of a water leak yesterday, and the road should be reopened either today or tomorrow. • The Highways planned closure seems to be from the Green to the Y junction beyond Field House. Although the equipment arrived this morning it then went away and no work was carried out. Confusion arose this morning for drivers leaving or entering the village as the Water diversion and Highways diversion contradicted each other. • It was agreed that the proposed letter to The Minister for Highways would be delayed until the road works are finished. It should stress that whereas we appreciate funds are limited for repairs, we are complaining, amongst other things, about mismanagement of those funds. • It was also agreed that when an inspection of the roads has been carried out we need to see a copy of the findings, and some idea of timescale, so we can keep villagers informed. • Cllr Loughlin was surprised that requests for the Road Rangers to 	JH

	<p>tackle tasks appear now to have to be routed via Essex highways, even though they are employed by Uttlesford. Cllr Walters at Uttlesford is the point of contact for the RR, David and Cllr Loughlin will contact him to find out the procedure for referral.</p> <ul style="list-style-type: none"> • It was agreed that the responses from Sir Alan Haselhurst to our letters had been encouraging, even though there is little he can do at present. • A Bishop's Stortford resident has asked that we request that a "Essex" sign be put on the Stocking Pelham Road on the Herts/Essex border. This suggestion had been made about 10 years ago, and as Essex wanted Berden to pay half the cost, the suggestion was dropped. In that Highways have not reinstated the 30mph sign that was pushed over more than a year ago, or the Give Way sign at the Rickling crossroads, the council did not think that this would be high in their, or our, priorities. <p>Planning and Enforcement</p> <ul style="list-style-type: none"> • These were mainly about The Crump, see report. • John Poulter's latest application has been approved, the Inspectors saw no case re overlooking the neighbouring houses. <p><i>Cllr Ray Gooding arrived, 9.10, coming from another meeting.</i></p>	<p>JL</p> <p>SG</p>
<p>144.7</p>	<p>Broadband.</p> <ul style="list-style-type: none"> • See Duncan's report. • Duncan questioned why Uttlesford is funding WiFi, when it has been shown to be ineffective in such a leafy area. If they invested in fibre optics Broadband with Essex, Essex matches the funding, and so does central government, so would be far more cost effective. Cllr Gooding explained that Uttlesford is tied into a WiFi contract with Buzcom which would be costly and difficult to get out of, even though Buzcom cannot deliver effective broadband. It was agreed that a letter should be sent to Sue Barker at Uttlesford, copied to The Chief Executive, Cllr Loughlin, and the Uttlesford Ass. Of Parish Councils to complain about the waste of public money in continuing to fund a project that cannot succeed. 	
<p>144.8</p>	<ul style="list-style-type: none"> • In the recent survey on Broadband need there was a huge peak for Berden. Thanks go to Duncan for publicising this and to John B for walking around with door drops and leaflets. • The new owner of Berden Hall, Paul Norris, is unhappy with his satellite solution to the broadband issue. His company deals in communications, and he is willing to ask his technical staff to have a look at the issue with particular reference to the BT/Openreach solutions. He will be advised that Annette is our contact at BT. 	<p>DM</p> <p>SG</p>
	<p>Footpaths</p> <p>John had not prepared a written report, but updated the council on the issue of the footpath on the Herts/Essex borders. Another letter had been sent by the Clerk in response to theirs, and, after obtaining some information from the Minutes of 1951, Mr Tinney was able to offer historical evidence from his own records in support of our stance.</p>	<p>JB</p>
	<p>Playground</p> <ul style="list-style-type: none"> • One grant of £3000 has been awarded by Essex Community Fund, and Viridor are doing an inspection tomorrow before their meeting on 	

144.9	<p>Wednesday, which could result in a further £3500.</p> <ul style="list-style-type: none"> • The Busstopshop agreed to fund the new gate with a donation of £90. Thanks went to John Burton for organising this event. • Grass: the costs of cutting grass and hedges for the PC and the Village Hall have been steadily increasing over the years. It was agreed that these tasks should be put out to tender, with an average number of cuts per year, 16, and probably 2 hedge trims. Stuart Felstead who lives next door to the VH would be interested in quoting, having just started a landscape gardening section of his business. DW and SG will liaise with the VH committee. 	
144.10	<p>Election There is nothing to be done at present, DW will circulate the Election Tool Kit prior to work commencing in late Feb early March 2015.</p> <p>New Village Hall Committee</p> <ul style="list-style-type: none"> • Paul Chapman has stepped down after 7 years as Chairman, and has been replaced by Mike Dempsey. • Steve Hurst will step down as Treasurer once a replacement has been found. 	DW SG
144.11	<p>Hedges, and Gawlers.</p> <ul style="list-style-type: none"> • A complaint has been received about overhanging hedges narrowing the road between the Green and the Village Hall hedge, and on the road past Highlands. Duncan confirmed that these are the responsibility of the landowner, and it was agreed that a personal request would be the best way forward. 	
144.12	<ul style="list-style-type: none"> • The problem of severely overgrown hedges and rubbish in the car park at Gawlers was raised. The overgrown hedges are making the footpath almost unusable, with a risk of pedestrians falling down the steep bank. Litter and rubbish in the car park is reducing the number of available car park spaces, which are already too few to meet demand. This has been an ongoing problem, and Cllr Loughlin agreed to investigate as a matter of urgency. 	
144.13	<p>Dates for next year As discussed, the agreed dates for next year's meetings are Jan 19th, March 2nd, April 14th, May 8th APM (subject to SC approval) May 18th APCM, July 6th, Sept 7th, Oct 19th and Dec 7th.</p> <p>Correspondence</p> <ul style="list-style-type: none"> • Most covered in Highways, see file. • An email has been received from Rob Talks, thanking the PC for nominating him for the Community Achievement Award, and for their support on the day. A printout of this, with photo, will be filed with correspondence. 	DW JL
144.14	<p>Exchange of Information and Matters to be raised for the next agenda.</p>	

	None	
144.15	Meeting closed at 10.06pm. Date of next meeting: 19th Jan 2015	
144.16		