

# THRIPLow AND HEATHFIELD PARISH COUNCIL

The Annual Parish Council meeting will be held in The Barbara Pointon Room at Thriplow Village Hall on Monday 13th May 2024 at 7:30pm

All members of the Parish Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

All members of the public and press are welcome to attend the meeting.

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press may be temporarily excluded from the meeting if matters of special or confidential nature are about to be discussed.

## AGENDA

1. Election of a Chairman;
2. Completion of Acceptance of Office Form by the new Chairman;
3. Apologies for absence
4. Minutes of the Parish Council Meeting held on the 11<sup>th</sup> March 2024;
5. Matters arising from the above-mentioned minutes not otherwise covered by this agenda
6. Elections:
  - a) Vice Chairman;
  - b) Election of Representatives
    - i) Neighbourhood Forum;
    - ii) Police & Neighbourhood Watch;
  - c) Parish & Recreation Ground Maintenance;
  - d) Health & Safety;
  - e) Tree Warden
7. Health & Safety Report, Health & Safety and Environmental Issues:
  - a) Completion of Parish Councillor's Reports – All Parish Councillors;
  - b) Organisation of Handover to Cllr Richman and Ramsay.
8. Parish Recreation Grounds and Maintenance:
  - a) Goal posts at Ringstone – Cllrs Richman and Pashley;
  - b) Repair/Replacement of Pepperslade Notice Board – Cllr Pashley/Parish Clerk
  - c) Quotes re Roundabout at The Rec – Cllr Pashley;
  - d) Replacement of Middle Street sign and Give Way sign - Parish Clerk;
  - e) Replacement of Finger Sign at The Greenway- Parish Clerk
  - f) RoSPA Report – Parish Clerk;
  - g) Broken fences on Heathfield Open Space – Cllr Pashley;
  - h) Replacement of broken panel Heathfield Bus Shelter – Cllr Pashley;
  - i) Replacement of Fowlmere Road sign near The Green – Parish Clerk.
  - j) Broken fences of the Heathfield Open Space – Cllr Pashley & Parish Clerk;
  - k) Footpath between the village and Fowlmere – Parish Clerk.
9. Updates and progress reports on:
  - a) Wooded area at Hurdles Way – Cllr Pashley;
  - b) Work on the Village Green to prevent damage during Daffodil Weekend – Parish Clerk
  - c) Suggested Dog Litter Bin on Church Street – Parish Clerk;
  - d) Application re 20 mph Speed Limit – Parish Clerk;
  - e) Village Sign – Cllr Easthope;
  - h) Progress on parking on the Ringstone Open Space
10. Tree Works & Tree Protection Orders

a) Tree Works

24/0199/TTCA – Walnut Tree in corner of front garden (when facing the house) boundary No 15 The Green and The Green itself – No 13 The Green – no objections;

24/0327/TTCA – Ash Tree fell to ground level- 25 Middle Street – no objections;

24/0375/TTCA – Fell Hawthorn, Beech – reduce height and spread on all sides by 1-1.5 metres back to previous pruning points. Thin lower canopy by approximately 20% on house side 35 Church Street – no objections;

24/0381/TTCA – Dead Cherry – remove to ground level.

Wild Plum – pollard back by 2m to new lower growth to remove dead limb.

Wild Cherry Tree is showing signs of decline and offers little in the way of amenity value. request removal to near ground level. To be replaced with broad leafed species in more suitable location – 13 Lower Street – no objections

b) Quotes for tree work on The Green at The Smithy – Cllr Richman;

c) Suggested tree survey for trees on The Green.

11. Planning matters:

a) Planning Applications received;

None

b) Planning Decisions received;

c) Planning Appeals

d) Neighbourhood Plan;

e) Any miscellaneous items

12. Financial Matters

a) authority is requested to pay the following:

	Amount	VAT	Total
Payroll – May	1,300.00		1,300.00
Parish Clerk's expenses	26.15		26.15
CAPALC – payment for Parish Councillors Courses	150.00		150.00

b) ratification is requested for the following items paid between meetings:

	Amount	VAT	Total
Payroll – February	1,300.00		1,300.00
Npower –Invoice electricity Heathfield	163.71	8.19	171.90
British Gas- Bill NO – The Smithy electricity 18/01/24 to	14.64	0.73	15.37
Npower – INVOICE INO9675103 – electricity Heathfield01/01/24 to 31/01/24	186.70	9.34	196.04
MHGoals Limited – Goaposts for Ringstone POS	1,097.40	00.00	1,097.00
ElanCity Limited – fixing brackets for MVAS	74.76	14.95	89.71
British Gas – Bill No – The Smithy electricity	16.50	0.82	17.32
Carol Deed – Website Administration half year	200.00	00.00	200.00
Business Services at CAS – Parish Council Insurance	4,158.87	00.00	4,158.87
SSE Street Lights	70.99	3.55	74.54

c) credits received;

d) S106 monies;

e) Internal Audit Update

f) Section 137 donations – request from TVHMC – Cllrs Cooper, Easthope & Gough are excluded from this item due to conflict of interest;

13. Reports (if any):-

- a) Neighbourhood Forum – Cllr Pashley;
  - b) Village Hall Management Committee – Cllr Gough;
  - c) Police & Neighbourhood Watch – Cllr Gough;
  - d) District Council Information – Cllr Williams;
  - e) County Council Information – Cllr McDonald;
- 14. Incursion of Lorries onto Hurdles Way – Cllr Pashley/Parish Clerk.
  - 15. Area on Village Green outside of The Green Man – all eligible Parish Councillors,
  - 16. Problems with flooding in parts of the Village.
  - 17. Comments on the Annual Parish Meeting – all parish councillors
  - 18. Correspondence and Information received - analysis on separate document to be supplied
  - 19. Dates of meetings in the coming year
    - 9<sup>th</sup> July, 9<sup>th</sup> September and 11<sup>th</sup> November 2024, 13<sup>th</sup> January and 10<sup>th</sup> March 2025.
    - Annual Parish Meeting 20<sup>th</sup> March 2025
    - Annual Parish Council Meeting 12<sup>th</sup> May 2025

*Martyn Corbet - Parish Clerk - 24/04/2024*