



Minutes of the High Wych Ordinary Parish Council Meeting
Tuesday 10th September 2024
8pm in High Wych Memorial Hall

Cllr Tom Payne (TP) Chairman*
Cllr John Andreotti (JA)*
Cllr Jacqueline Jackson*
Cllr Keith Jordan (KJ)*

Cllr Carrie Payne (CP)*
Cllr David Smith (DS)*
Cllr Liz Faulkner* (following co-option)
* Denotes present

Present: Cllr Eric Buckmaster, Cllr Ian Devonshire,

Clerk: Colin Marks, Clerk to the Parish Council

The Chairman opened the meeting at 8pm.

ACTION

24.065 Apologies for absence

1. Councillors: None (all present)
2. Others: PC Shelly Marshall on behalf of the police (other duties)

24.066 Declarations of Interest and requests for dispensations

1. **Interests declared:** None
2. **Dispensation requests:** None received

24.067 Co-option to fill vacancy

A co-option application by Liz Faulkner was received and considered. **RESOLVED: that Liz Faulkner be co-opted to the Parish Council.** Cllr Faulkner signed her Declaration of Acceptance of Office and joined the meeting.

Clerk

24.068 Approval of Minutes

The Minutes of the 10th July Parish Council were considered. Cllr Jacqueline Jackson requested that two clarifications be made: 1) That the Mokut grass cutting cost related only to the High Wych (KGV) Field and to the Allen's Green Village Green; 2) That the Color-Board litter charges related only to emptying the litter and dog poo bins and not to litter picking around the parish. **RESOLVED: to approve the Minutes of the Ordinary Parish Council Meeting held on 10th September 2024, noting Cllr Jackson's clarifications.** The Clerk agreed to note the clarifications in future Minutes. The Chairman signed the Minutes.

Clerk

The meeting was not suspended for public comments

24.069 Chairman's announcements

The Chairman reported that the Scarecrow Festival had been a great success with an excellent turnout. The Parish Council is grateful to the many contributors who made the weekend so successful. It was also very encouraging to see so many children using the recently completed new play area.

24.070 East Herts Rural Police Safer Neighbourhood Team (SNT)

PC Shelly Marshall sent the following report:

Clerk

Apologies for our non-attendance.

The local team remains PC Shelly Marshall and PCSO Fallon Collins, overseen by Sergeant Andy Crow and Inspector Mark Collins.

Crime remains low in High Wych, we are aware of increasing concern around motorbikes and off-road bikes, we are working with our colleagues from the rural operational support team (ROST) to reduce this behaviour and have recently released some images to the local media of people we would like to identify. We are encouraging residents to report all incidents they witness either via 101 or webchat which is accessed from the Herts Police home page. Always call 999 in the case of an emergency.

A crime prevention/ drop-in surgery was run earlier in the summer at the Memorial Hall car park, this gave residents the opportunity to come along and address concerns with the local

team. As the evenings draw in, we will be planning some additional events and focusing on reducing calls relating to anti-social behaviour on the run up to Halloween and bonfire night. Our Mini Police scheme will commence during the second half of the school autumn term at High Wych Primary school, this is an excellent engagement opportunity with the children, it is always well received by the school community.

There is some multi agency work ongoing with housing associations and EHDC within the village. Reports of anti-social behaviour over the summer have remained low.

Herts connected replaced the OWL messaging system and we are actively encouraging all residents to sign up and stay informed of our events and crime in the area. There is a link to do so on the Herts Police website.

Council noted that the 101 number has not been responding when called. The Parish Council had not been made aware of the crime prevention/ drop-in surgery in the Memorial Hall car park that was mentioned in the report. There is no mention in the report of equipment that is known to have been stolen.

TP/JJ

24.071 Reports by County and District Councillors

County Cllr Eric Buckmaster's written report is included in these Minutes as Appendix B.

District Cllr Ian Devonshire made the following report:

Hertford Theatre (BEAM) opened on 23rd August and visitor numbers have been good.

Parking consultation. This is currently open on the EHC website. The consultation covers:

Parking charges; rationalising charges across the District; variable charges according to vehicle type; variable charges depending on time of day; charging businesses a parking space levy; encouraging car sharing, cycling and walking.

There are also several Consultation Events in the Sawbridgeworth Town Council Chamber, 11th September between 1pm and 3pm.

24.072 Planning

1. New Applications:

3/24/1491/FUL	Bonneys Row: Redevelopment of site. RESOLVED: <i>To object on the grounds that it is similar to the previous application 3/23/0159/FUL that was refused by East Herts Planning in March 2023. There is therefore no basis for approving this application.</i>	Clerk
3/24/1632/PNHH	1 Grange Cottages: Single storey rear extension. RESOLVED: <i>No comments</i>	Clerk
3/24/1633/PNHH	2 Grange Cottages: Single storey rear extension. RESOLVED: <i>No comments</i>	Clerk

2. Decision Notices. As detailed in Appendix A below – for information only

3. Other planning matters, including items received too late for the agenda.

Photographs of commercial signs on fencing at Mansfield have been referred to East Herts Planning Enforcement to see if there has been a breach of planning regulations. The Clerk to report back to the Council once EH Planning Enforcement has responded.

Clerk

24.073 Finance

1. Report of the Council's Accounts 31st August 2024

Opening cashbook balance 1st July 2024	56,304.63
Plus income to 31 st August	0.00
Minus expenditure to 31 st August	<u>48,290.18</u>
Balance available to Council at 31st August (cashbook balance)	8,014.45
Plus unpresented payments	<u>0.00</u>
Reconciled Bank statement/cashbook balance 31st August	8,014.45

RESOLVED: *That the Accounts Statement to 31st August be approved.*

Clerk

2. Accounts Reconciliation at 31st August 2024

Cashbook balance 31st August £8,014.45

Bank balance 31st August £8,014.45

RESOLVED: *To agree the bank reconciliation as presented.*

3. Performance against 2023/24 budget at 31st August 2024

	Budget	Actual to 31st August
Income total	95,925	59,748
Section 106	49,950	49,950
PWLB Loan	<u>25,000</u>	<u>0</u>
Income balance without S106 or PWLB	20,975	9,798

£550 HTC insurance refund has yet to be received.

	Budget	Actual to 31st August
Expenditure Net of VAT	98,862	59,381
Play Area redevelopment	75,000	49,500
PWLB Loan servicing	<u>3,000</u>	<u>0</u>
Expenditure balance without S106 or PWLB	20,862	9,881

Budget surplus/deficit -2,937
Forecast surplus/deficit -4,496

Opening bank balance 1 April 2024 17,963
Forecast closing bank balance 31st March 2025 13,467

RESOLVED: To agree the performance against budget as presented.

4. Payments for approval: All expenditure to be made under The General Power of Competence

		Value	VAT incl
Color-Board	Emptying litter & poo bins August	120.00	20.00
HMRC	PAYE August (pay September)	120.00	
Royal British Legion	Poppy wreath	20.00	
Clerk	Expenses August/September	21.80	
Clerk	Salary September	480.12	
Mokut Services**	Grass cutting** 5/6 and 19/6	320.00	
Unity Trust Bank	Quarterly service charge	18.00	
HMRC	PAYE September (pay 8 October)	120.00	
<i>** Grass cutting KGV Field High Wych and Allen's Green village green</i>			
VAT included To be reclaimed under VAT Act 1994 (1), (3)			20.00

RESOLVED: to approve all payments as per the Clerk's report

Clerk

5. Annual Governance and Accountability Return (AGAR) 2023/24: Update

There has been no request through the Exercise of Public Rights (ended on 12th July) therefore PKF Littlejohn will not take any further action.

Other matters: It was noted that Cllr John Andreotti has now been set up as a signatory to the Unity Trust Bank account.

24.074 1. Highways

1. Overgrown hedges update:
 1. MOG/Bakers Lane. Badly trimmed hedge: Cllr Eric Buckmaster taking up with MOG.
 2. Other overgrown hedges impeding footways: Again, with Cllr Eric Buckmaster.
2. Potholes in High Wych Lane: Cllr Eric Buckmaster reported that this will be dealt with after April 2025 from his Highways Locality budget.
3. Other issues: None raised

2. Footpaths and other Public Rights of Way (PRoW)

1. Modification Order for footpath near Broadfields: Ongoing

TP

2. Footpath Broadfields to High Wych Lane: The Chairman agreed to speak to Cllr Eric Buckmaster to ascertain who best to contact at Clarion Housing.

TP

	3. Other issues: None raised.	TP
	3. Other Parish Matters	
	1. High Wych Memorial Hall and car park	
	1. Issues raised: The car park development was raised but no action was agreed.	
	It was agreed that Cllr Jacqueline Jackson get a quote for felling three potentially dangerous trees, namely one in High Wych Memorial Hall Car Park, a silver birch opposite the Queen's Head, Allen's Green, and a tree opposite the Allen's Green Village Hall.	JJ
	2. Bus shelter litter bin	
	No action taken.	TP
	3. Notice Board: retention and refurbishment	
	With Cllr Jacqueline Jackson to get a quote.	JJ
24.075	1. Playing Fields and buildings	
	1. Harlow Theatre Company: pavilion update	
	1. No update on repairs.	
	2. It was confirmed that Cllr John Andreotti is the Pavilion portfolio holder.	
	3. Update on 2023 insurance and lease payments: The Clerk reported that these have not yet been paid.	Clerk
	4. 2024 Insurance invoices: Agreed that these should be sent to the appropriate people at HTC – to be confirmed to the Clerk.	JJ/Clerk
	2. Play area	
	1. Update on new equipment: Everything has been installed and is being well used.	
	New entrance gate: It was agreed that a new entrance gate set back from the road/footway is essential for safe access to the play area. Two quotes were considered and it was RESOLVED to accept the B.B.&C. quote for £1,725 plus VAT and for the order to be placed for installation asap.	Clerk/KJ
	2. Additional equipment consideration: It was agreed to put this on hold for the time being.	Clerk
	2. Allotments report	
	1. It was reported that letters have been sent out advising allotment tenants of the agreed rent increase in 2025.	CP
24.076	Correspondence: The list of correspondence was noted as it appeared on the Agenda:	
	• Parishioner: complaint about the road works in Sawbridgeworth causing excessively long delays	
24.077	Late items and items for future agendas	
	1. Late items received:	
	1. The Clerk reported that his home telephone number has been compromised by a scam that resulted in multiple national and international calls being received. The number has therefore been disconnected and will not be replaced. This means the Parish Council Clerk will no longer have a telephone for parish use. The option of providing a dedicated mobile phone was dismissed since councillors, phone numbers and email addresses are on the website and provide easy direct engagement with parishioners. Access to the Clerk remains available by email.	
	Concerns were raised about the bus service provided by Arriva and Sawbobus being inadequate for High Wych residents.	
	2. Items for future agendas and other matter raised:	
	• Addition of a further piece of play area equipment.	
24.078	Date and venue of next meeting	
	8pm, Wednesday 13 th November at Allen's Green Village Hall.	Clerk

There being no further business, the Chairman thanked everyone for attending and closed the meeting at 10.05pm.

Signed.....

APPENDIX A

240722 24.072.2 PLANNING DECISION NOTICES for information only as at 4th September

3/24/0965/HH	Chandlers Lane Cottage: Detached garage/cart lodge	REFUSED
3/24/1228/HH	2 Burstead Cottages, Spellbrook Lane West: Single storey rear extension.	REFUSED
3/24/0885/FUL	Sayes Park Farm: Convert greenhouse to create an agricultural tied dwelling	REFUSED
3/24/0291/FUL	Field off Blounts Lane: Create access for farm machinery.	Awaited

APPENDIX B

E Buckmaster County Councillor Report August/Sept 2024

Local Nature Recovery Strategy update

This month the Hertfordshire Nature Recovery Partnership has been running engagement events to hear from residents about how and where they think nature recovery action is needed. The team spoke to lots of people and noted much enthusiasm for helping nature to recover in Hertfordshire. Over 200 surveys have been completed so far and more are coming in every day. [Visit the Hertfordshire Nature Recovery Partnership website for the latest updates on delivering the Local Nature Recovery Strategy.](#)

Hertfordshire Tree Fund launched

We recently launched the Hertfordshire Tree Fund, an opportunity for residents and businesses to make donations that will enable tree planting projects that will directly benefit Hertfordshire's communities and climate. So far, we have had £130 in donations, which will go towards planting an additional 130 trees in Hertfordshire this winter. [Find out more about the fund and share it with your residents.](#)

Air Quality Strategy refresh and public engagement

The council's [existing Air Quality Strategy](#) is under review, and we will soon be seeking resident's views in a public engagement exercise. The engagement process will start on Monday 9 September, and will last six weeks. If you are aware of any local events during this period where the Cleaner Air team can speak to residents about air quality, please let the team know via email at cleaner.air@hertfordshire.gov.uk.

Hertfordshire Climate Change and Sustainability Partnership produces building retrofit guide
The Hertfordshire Climate Change and Sustainability Partnership (HCCSP) has unveiled the "Retrofitting your house: For a cosier, greener home" guide, detailing cost, energy and carbon savings for seven typical categories of home in the county. The guide covers both low-cost measures like smart meters and thermal curtains, and more significant upgrades such as insulation, heat pumps, and renewable energy solutions. [Share the guide with your residents who are looking to make sustainable upgrades to their homes.](#)

Climate award for England's first net zero school in Buntingford Buntingford First School has been awarded the Climate Action award from Constructing Excellence for its sustainability credentials meaning it's England's first net zero carbon school in both operation and construction.

The Hertfordshire primary school and nursery is designed to Passivhaus standards and opened its doors in September 2023. The school was developed by Hertfordshire County Council as a pilot to achieve the first fully net zero carbon school in the county and, once certified, will be Hertfordshire's first Passivhaus school.

The 300-pupil school hosts ten classrooms and includes a nursery with a rooftop outdoor classroom and several playgrounds. Social areas, like its dining halls and common rooms, are south facing, with teaching spaces designed to face north, minimising over-heating. Over 300 solar panels, triple-glazing windows, and air-source heat pumps power the school and keep it insulated.

Three award-winning facts include:

- Net zero carbon in both construction and operation – the first wholly NZC in England

- Beats the embodied carbon target of 600kg of CO2 per square metre – set by the Low Energy Transformation Initiative (LETI) – by 50%.
- Surpassing an airtightness target of 0.6 ach (0.25 ach)

The project brief emphasised reducing the embodied carbon of construction materials. The design incorporates a cross-laminated timber (CLT) frame, while Ground Granulated Blast-furnace Slag (GGBS) has been utilised for concrete piles and foundations. Innovative trackers enable the site team to collect as-built embodied carbon data, which is then compared with the initial project targets. The project aims for an embodied carbon target of 292 kg/CO2/m², aligning with LETI's 2030 goal.

Early-stage consultation with main contractor Morgan Sindall and architects Holmes Miller enabled the project team to plan effectively. The resulting solutions now serve as a blueprint for other schools aiming to meet ambitious emissions-saving targets.

Green award adds to hat-trick of wins for Hertfordshire SEND school

Sustainability is at the heart of all new builds in Hertfordshire, like at The Valley School in Stevenage, and the County Council can now add a fourth award to its hat-trick of wins.

The Valley School in Stevenage has been awarded 'Best Project Delivering Sustainable Outcomes' by Pagabo thanks to its green credentials and is Hertfordshire County Council's first net zero carbon in operation (NZCiO) new build school project.

The County Council appointed Ashe Construction to oversee the build of the school and its other awards include:

- Constructing Excellence Awards 2024 (Herts & Beds) – 'Building Project of the Year'
- Hertfordshire Building Control Awards 2024 for 'Best Non-Residential New Build'
- Education Business Awards for 'School Building Award'

But it's the leading sustainability credentials that clinched this win for the special educational needs and disabilities (SEND) school. This includes energy and heating demand well below Department for Education targets, biodiverse green roofs that help the site achieve the council's ambition of 20% biodiversity net gain for new projects and the generation of 57% of its own electricity from onsite solar panels.

Timber offcuts from the build have also been used by the Design Technology department for the young people to build bird boxes and bug hotels which have been installed onsite to help enhance biodiversity at the site.

The new development is part of Hertfordshire County Council's £91m capital investment in the county's special school provision, which is delivering 1000 additional special school places in Hertfordshire by 2026.

Nearly 7,000 more Hertfordshire residents to benefit from broadband rollout. Thousands more residents and businesses in Hertfordshire are set to receive major internet speed upgrades as part of the [UK Government's initiative](#) to modernise broadband infrastructure in rural areas. This effort aims to bridge the digital divide and enhance connectivity across the region.

With up to £800 million in government investment, the project will provide lightning-fast gigabit-capable broadband to around 312,000 homes and businesses across Great Britain. In Hertfordshire alone, nearly 7,000 premises will benefit from this upgrade, enabling residents to enjoy seamless online experiences such as streaming films, video calling, and downloading large files without the frustration of buffering.

The landmark deal with telecoms provider Openreach is a significant milestone in the rollout of Project Gigabit. This initiative targets areas that are too expensive for providers to reach in their commercial builds, ensuring that no community is left behind with poor digital infrastructure. By delivering reliable connectivity, the project will stimulate local economies, reduce regional disparities, and attract new businesses to Hertfordshire.

Virtual school supports children in care to exam success In August young people up and down the country received their GCSE results, having faced challenges along the way, including the disruption to their learning that the pandemic caused.

We know that children and young people who are in the care of local authorities often face additional disruption to their learning, which is why our Hertfordshire Virtual School champions the needs of the 1,100 children and young people in our care.

The Hertfordshire Virtual School employs a range of advisers, support workers and professional partners who work with children and young people, schools and other education settings, Social Care teams, carers and adopters, ensuring that young people get the best possible education and a chance to realise their potential.

Over the last seven years, the Hertfordshire Virtual School has seen improvements in outcomes in English and Maths GCSE's through offering dedicated education support to individuals and to schools via education advisers. For children and young people, this support includes:

- Support with studies
- Educational resources including IT equipment
- Access to Education Support Workers to help overcome barriers to learning
- Out of school hours activities
- Study skills and booster classes
- Recognition of achievement – HERTS Awards
- Advice and guidance on future pathways
- Work experience opportunities

Update For Information: District Plan Evidence Base - Open Space, Sport and Recreation Study
The Council is updating its evidence on open space, sport and recreation provision in the district and has commissioned specialist consultancy Knight Kavanagh & Page (KKP) to deliver the project. The project will be part of the evidence base that informs the review of East Herts District Plan. The study will assess the quantity and quality of open space and sports provision in East Herts and identify future needs and priorities in accordance with Sport England guidelines.

All facilities, whether managed within the public, private or voluntary sector will be involved. Representatives from KKP will be undertaking site visits over the next few months and engaging with key local stakeholders, including national governing bodies, community groups, sports clubs and town and parish councils. Consultation with local clubs is underway and KKP will be sending a survey to parish and town councils to understand local issues and priorities.

The study will be finalised in August 2025 and shared with Councillors before it is published as a District Plan evidence base document.

Arts in East Herts

The programme for Arts in East Herts, the exciting arts showcase which we are running across the district through September and October, is now live on our website:

<https://www.eastherts.gov.uk/arts-and-culture-east-herts/arts-east-herts> There will be opportunities in every corner of East Herts for residents to try something new and most activities will be free of charge.

A social media campaign to promote this fantastic new initiative is now underway.

Local Cycling and Walking Infrastructure Plan (LCWIP) - Public Engagement *ENGAGEMENT PERIOD EXTENDED TO 20 SEPTEMBER*

Due to the huge level of interest in the East Herts LCWIP, the engagement period has been extended until Friday 20 September to allow further comments to be made.

The LCWIP public engagement hub can be accessed here:

www.hertfordshire.gov.uk/EasthertsLCWIP

Arts Council funding secured to celebrate 100 years of libraries in Hertfordshire

Hertfordshire County Council are delighted to announce that their bid for an arts council grant has been accepted. The grant, which amounts to nearly £100,000 will go towards a year-long celebration of Hertfordshire Libraries, which turns 100 on 28th February 2025.

The celebration will begin with the launch of an exhibition of the library service showcasing how it has developed over the last 100 years and how our libraries continue to be a free resource for Hertfordshire residents at every stage of life offering a welcoming, accessible, and safe space to local communities.

Beginning in March there are plans for a 'festival of creativity and reading' to kick off across the county's libraries, with authors, illustrators, digital experts, artists, and poets expected to attend a series of free and low cost workshops and events.

There are many more plans to reach out to all residents who use our libraries but also those that don't currently know the range of activities and resources on offer there. Before the celebrations begin, an important project will start to understand what kind of programme of events and activities residents would like to see taking place in Hertfordshire.

Regular library users and others across the county who don't know what the library service offers are encouraged to fill in this survey to give their views:

www.hertfordshire.gov.uk/LibrariesCentenary

Coffee pod recycling is introduced at Hertfordshire Recycling Centres

Coffee lovers in Harpenden, Rickmansworth and Ware will be able to recycle their coffee pods at

their local recycling centres from Monday 2 September. Hertfordshire County Council's trial scheme will help reduce the amount they throw in their residual waste, ensuring they can enjoy their favourite hot drinks in a way that is better for the planet.

Used coffee, tea and hot chocolate pods can be collected and stored at home until residents are ready to take them to their local Recycling Centre, where they should be emptied loose into the appropriate aluminium or plastic Podback container. The Podback containers will be clearly signed. Bags and other packaging must not be included.

Plastic and aluminium pods need to be collected separately, as they are recycled at different facilities. All the pods collected by Podback are recycled in the UK^[1]. They are shredded to remove the coffee, then the plastic and aluminium are used to create new products, including packaging, car components and building products. The coffee grounds will be treated by anaerobic digestion to create renewable energy (biogas) and soil improver.^[2]

The scheme will initially roll out at the Harpenden, Rickmansworth and Ware Recycling Centres as part of a trial, with a view to rolling the service out across the rest of the Hertfordshire Recycling Centre network in the near future. (Podback is a not-for-profit recycling service, created and funded by the UK's leading coffee pod systems - NESCAFE Dolce Gusto, Tassimo and Nespresso, and over 25 coffee pod brands and national retailers.)

Nearly 20% more people travelling by bus in Hertfordshire thanks to Bus Service Improvement Plan

Hertfordshire's Bus Service Improvement Plan [BSIP] has resulted in an 18% increase year on year of residents ditching the car and travelling by bus since 2022.

The £29.7million Department for Transport fund has led to significant improvements across Hertfordshire's local bus network including new services, more frequent buses as well as the launch of new schemes such as our uber-style on demand bus service HertsLynx, which currently operates in north and east Hertfordshire and Dacorum.

The latest offer in this package of measures, is the launch of a new bus ticket type, 'Intalink Connect'. This scheme can reduce the cost of travelling by bus around our county compared to buying individual tickets for each part of a passenger's journey.

Intalink Connect tickets can be bought from as little as £2.50 a day and £9.50 a week if bought in conjunction with a Hertfordshire SaverCard, or from £5 a day and £19 a week without.

In addition, the Adult SaverCard has now had a discount offer increase from 15% to 50% and this is available to anyone between the ages of 26 and 59. This now matches the discount available with a Young Person's SaverCard (ages 11 to 25) and Senior SaverCard (age 60+).

Full terms and conditions and details of the bus tickets can be found on the Intalink website:

- Adult SaverCard - [Increase to discount for Adult SaverCard](#) - Intalink
- Intalink Connect - [New and improved ticket scheme to replace Explorer and BUSnet](#) - [Intalink](#)

- **Hertfordshire secondary school applications for September 2025 now open**

- The new school year may just be about to start but it's already time for parents and carers in Hertfordshire to start planning for next year as the application process for transfer to secondary schools opens today (Monday 2 September).
- If your child starts secondary or upper school next year, or wants to apply for a place at a university technical college, make sure you apply for a place in good time.
- The easiest way to apply for a school place for September 2025 is to visit www.hertfordshire.gov.uk/admissions and complete the online application form.
- If you apply online you can access your school offer before allocation letters are received and accept your school allocation online.
- Last year over 99% of parents applied and found the system quick, easy and secure.

Winter Self Help scheme for this year is now open and will run until the 31st of October 2024.

Please forward any request you might receive, from Residents and community groups, to the wintersetselfhelp@hertfordshire.gov.uk

"Resident associations, resident groups (with a constitution or agreed terms of reference) and community groups can request between 1 – 34 x 20kg bags of salt per group to grit the public highway in their area".

[Winter self-help \(gritting your own road\) | Hertfordshire County Council](#)

Cllr Eric Buckmaster, September 2024

COUNCILLOR ACTIONS ARISING

Cllr David Smith

- HWMH liaison
- Resolve Cllr Jacqueline Jackson council email address problem

Cllr Tom Payne

- Attempt to fit litter bin at bus stop
- MOG re overgrown hedge/liaise with Cllr Eric Buckmaster re recharge
- Liaise with Sam Clark on Modification order for footpath and adoption of FP from Broadfields to High Wych being adopted by HCC
- Footpath from Broadfields to High Wych Lane: contact Clarion Futures Charity
- Allotments (with Cllr Carrie Payne)
- Gilston development

Cllr John Andreotti

- HTC liaison
- Car park tree removal (with JJ)

Cllr Keith Jordan

- Liaise with BB&C Fencing for new play area entrance gate

Cllr Carrie Payne

- Monitor Highways issues, including parking
- Allotments (with Cllr Tom Payne)

Cllr Jacqueline Jackson

- Footpaths, Public Rights of Way and accessibility matters
- Price for tree removal at Allen's Green and HWMH (with JA)
- Price for notice boards perspex and refurb
- Attend the next Police Cross Border meeting and report back to Council

Clerk

- Set up agreed bank payments
- Planning comments
- Hall booking for next meeting

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