

Minutes of the meeting of Stapleford Parish Council,
Held on
Thursday 17th July 2025
Waterford Village Hall at 19:30

The meeting commenced with the following members present: Cllr J Oakins (Chairperson), Cllr R Bewick, Cllr A Roe

1. **Apologies:** Cllr M Randall, Cllr A George

In Attendance: Danielle Houghton (parish clerk), John and Amanda Wiggins, Anita Dashwood, Paul Gatens

2. **Minutes of the meeting held on 17th of June:** Signed as a true record.

3. **Traffic Calming Measures:** The formal letter drafted by Cllr Bewick has been sent to MP Chris Hinchliff, who has confirmed that he has forwarded it to Hertfordshire County Council with his support. He mentioned that he would get in touch once there is more information. The clerk will add the letter written to MP Chris Hinchliff to the website for public viewing.

4. **Rat run off the main road in Waterford:** Highways has responded to the letter drafted by a resident with the below summary:

- The council reviewed Vicarage Lane in Waterford and found it *was not classified as a hazardous site*, based on personal injury collision data.
- Due to limited resources, improvements are focused on locations with higher accident rates.
- Sat Nav routes and enforcement of weight restrictions are outside the council's control—police are responsible for enforcement.
- A Transport Assessment showed minimal traffic (about 6 vehicles in the peak hour) would route north via Sacombe Road, not all using Vicarage Lane.
- The weak bridge on Vicarage Lane is owned by **Network Rail** and has a **7.5-tonne weight limit** imposed in 1983 due to concerns about timber supports and structural failure. Ownership disputes in 2000 left unresolved maintenance responsibilities.
- *The junction at Vicarage Lane and Waterford Common is **not maintained by the council.***

Clerk to reply to the email to again ask for a site meeting as its not an accident issue but rather an access issue.

5. **Waterford Village Hall:** Nothing to report.

6. **Stapleford Village Hall:** Nothing to report.

7. **Waterford Marsh:** Cllr Bewick has received 2 quotes regarding the tree survey.

- a. **Memorial Bench** - Clerk has met with Jane regarding the bench to understand where they would like it, clerk to email the Council benches for approval
- b. **Memorial Tree** – A resident has been in touch to plant a memorial tree on the marsh, clerk to reply that the council will need to review the request.

8. Stapleford Playing Field: Nothing to report

9. Parish Council Website: Nothing to report

10. Correspondence:

- A company that installs Christmas lights has been in touch, this isn't something the council would organise, it would be left to the recreational committees in the villages.
- Citizens Advice East Herts: Donation Request

11. Finance and accounts.

The council is asked to approve / note the following payments:

1. D Houghton Salary	£284.55
2. Waterford Hall Hire	£20.00
3. Stamps	£13.80

Receipts

Balances

Current Account – £18,992.09 as of the 17th of July

Accounts have been considered and reviewed at this meeting

4. Planning:

New:

Willow Barn High Road Waterford

Decisions:

Informational:

Cllr Roe: The willow tree at Waterford Village Hall has fallen down and broken the fence, it may be worth putting a gate in the fence so that villagers can access the river.

Cllr Randall (email): Stapleford Village Hall is worried about asbestos in the Hall, Cllr Roe to call his contact to obtain a survey of the building.

A discussion was held regarding the overall quality of the building and whether Thomas Abel-Smith should consider relocating it due to its poor location and condition.