

Colney Heath Parish Council



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2nd DECEMBER 2010

MINUTES OF THE COLNEY HEATH-FULL PARISH COUNCIL MEETING

HELD at the Village Hall 83 High Street Colney Heath St Albans -on
THURSDAY 2nd DECEMBER 2010-7.30.pm

Present; - Chair-Cllr D Horner-Cllr Barnes-Cllr J Day -Cllr R Solts-Cllr Reeves
Cllr Brazier-Cllr A Cloke.

Clerk; Mr J E Dean
Assistant Clerk Mrs K Parker-Mead

Public Attendance-Mr D Becker-Sally Britton-John Britton-Stewart Wales-
Jean Wales-High Street Residents.

1. APOLOGIES -ANNOUNCEMENTS & DECLARATIONS

Apologies received from-Cllr Crump on business & Cllr Gowens reasons known.
No declarations from members regarding items on the agenda

2. APPROVAL OF THE MINUTES 4th November 2010

The Minutes were approved and signed as correct-;

Proposed by Cllr K Barnes

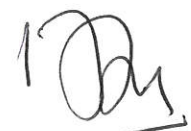
Seconded by Cllr P Reeves

2.1 MATTERS ARISING FROM THE MINUTES ABOVE

No matters arising this time.

3. MATTERS THE CHAIRMAN MAY BRING BEFORE THE COUNCIL

Cllr Horner mentioned the Budget in Part II where the public are not able to be present for the debate. He reminded members how we need to dedicate at least an hour for the budget presentation in Part II. The Clerk requested an opportunity to speak about date changes for 2011 due to possible clash of election, Easter and new bank holiday announcement for royal wedding. The proposal is to change the date of the Annual Statutory Meeting to 7th April 2011, the CHPC Annual Parish Meeting from 5th May to 12th May 2011 as the V/Hall will become a polling station. (Council meetings should not take place when polling is conducted-most likely 5th May 2011) Cllr Reeves tabled an anonymous note from Tyttenhanger Res-to deal with but Cllr Brazier and Clerk suggested the council cannot recognise anonymous letters. It was however read out and noted. Cllr Reeves also produced a cheque for council invoice from Charles Morris Hall to which the management committee were duly thanked.


13/1/2011

3.1 Review of Rural Transport Grant Plan for High Street & Traffic Calming

Cllr Horner said this is static at the moment and between some works already partially completed and the main works scheduled for February or March 2011.

3.2 Public Meeting on Commons Issues

Agreed more work to do on this, meanwhile a search by Jo James is continuing for some key documents from past 1960-70's minutes withdrawn from County Archives. The Clerk said it is a massive task involving hundreds of papers and two boxes, the search is also continuing for other important past documents on pending legal issues.

3.3 Legal Issues

Cllr Brazier made a brief report on the issues, the clerk also explained various legal implications and costs council are likely to face. More in Part II.

3.4 Town & Country Planning Act 1990-Appeal Mr P Robb site at Nuckies Farm

Inspector appointed by Communities & Local Government –Section 1(i) of Schedule 6 to the Town & Country Planning Act 1990 to hold a Public Inquiry to determine this appeal at 10am on 11th January 2011 at Council Chambers.

3.5 Oaklands Lane Open Land Used for Grazing

Cllr Brazier and Clerk attended a meeting with the Solicitor to review the options on the land now adverse possession has gone away. The options that are open to CHPC are purchase, lease or open as Village Green status with the land a public open space. Members made a unanimous decision to send a letter from Debenhams Ottaway before the holiday to this effect. The Clerk briefly explained the costs issues.

3.6 Public Open Space –Gloucester Park Allotment Provision

Members requested a vote of thanks to Cllr Gowens for her work on the allotments a meeting was held on the 22nd November all council members & allotment holders received a report. Plots have been allocated by a random and fair system, application of the weed killer and ploughing could be delayed if bad weather prevails. Allotment agreement is being looked at with several being compared. The Clerk has obtained a copy of the agreement from St Stephens Parish Council (Bricket Wood) which itself encapsulates several good options for difficult issues of sheds and livestock. Cllr Solts forwarded a suggestion that a mix & match in picking out the required conditions from each one, this might be best done by there committee. Clerk is available to attend if required to attend the meeting so the agreement can be simplified and drawn up. Cllr Gowens has sent several e-mails indicating progress, members have received copies in post out.

3.7 Colney Heath Parish Council 2010 Year Events

Cllr Horner said last minute preparations for the annual over 60's Christmas Lunch being held at the St Marks Centre on 10th December. The details and application form is printed in Chronicle. Loan of tables need organising from Village Hall Committee.

3.8 Matters of Anti Social Behaviour

List was made available to members.

3.9 Parish Charter St Albans & District Council Bi-Annual Conference

The Chair Cllr Horner gave a report on the recent afternoon conference attended by Cllr Brazier, The Clerk and Assistant Clerk on 26th November. The usefulness was described but the venue had some problems with acoustics and heating, it was well attended it gave a good opportunity to meet senior District Councillors and Officers. An excellent presentation was given by Heather Cheesbrough new Head of Planning and Building control setting out the plans to go over to electronic data by Jan 1st 2011. This will mean the disappearance of all paper plans meaning access via the Portal will be the only route. This will mean distinct changes to planning service in the office.

4. FINANCE-(Clerk & RFO J.E.Dean to report)

Financial Report

The Clerk gave details about the current financial situation & monthly report

4.1 Finance & Accounts

The Clerk handed out copies and details of the council financial statement & reports to each member;-December £13689.13 expenditure inc £1195.17 VAT. The Clerk went over the expenditure, details explained to the meeting and taking questions.

All payments were agreed;-

Proposed by Cllr C Brazier

Seconded by Cllr J Day

4.2 Investments & Banking Matters

The Clerk reported interest received from investments to date.

4.3 Other Financial Matters

Invoice £4343.33 share of play equipment from Charles Morris Hall-received to-day Village Hall charging procedure discussed with meeting and resolve is to cancel invoice for the previous year 2008-9 Rates if 2009-10 invoice is paid off.

From 2010-11 VHMC will pay rates. One past year of Insurance 2009-10 is not paid with 2010-11 due again invoice is processed.

VAT claim is work in progress.

Invoices for St Marks and Chronicle insert sent out. Other Adverts to be invoiced.

4.4 Charles Morris

Ditching work completed resident satisfied with result and called to thank CHPC Remaining works of balancing pond is with Oaklands Agriculture to do

4.5 Estimates for Various External Works

Decision to defer- important outstanding works (2) -held over to next financial year. Clerk explained Cllr Reeves and Cllr Cloke thought common works should be done.

5. PLANNING

(Planning Advisory Committee)

Planning Applications received since last meeting-as-& at 01.12.10-as listed;-

The Weekly list of planning applications from St Albans City and District Council Members to consider comments collated by the District Planning Applications Officer and updated or circulated since to members of CHPC planning advisory committee. Members are invited to note the comments made in each case and offer additional planning comments if applicable to be forwarded after this meeting to SCADC

Planning on Line

Cllr Horner and Cllr Brazier spoke about the new style of application and processing of planning, the demands on SCADC had increased about 13% and paper work and backlog of applications had to be resolved. Some applications delayed or incomplete were prone to clog the system so after 1st January 2011 only 14 days will be allowed if the application paperwork is missing any facts. Each application will also have a dedicated officer and the whole process speeded up. Cllr Brazier said the work load had increased because homeowners extending rather than moving in hard economic times. All councils were noticing this trend. Parish Councils will no longer get the plans in the white envelope and we will be devising new ways of assembling the data.

High Street Butterfields Site-

Residents attended the meeting and were given an opportunity to advise council of the latest issues. Members agreed the whole issue is far from satisfactory in a residential area. Cllr Brazier answered some of the planning questions and agreed to see the operators on site the following day. Residents were urged to continue with keeping records. One resident said the car wash was open for business at just after 7am on Sunday. The nuisance continues but in reality the power is with the District Council Planning Team. CHPC have requested every option is examined. Cllr Solts spoke about having the noise in a residential area and sympathised with their plight. Cllr Brazier added that if they do get permission then conditions must be added to any agreement that is why he is suggesting this now. Sally Britten spoke about a new application for a wind turbine at no 42 High Street if residents did not have enough!.

Planning List received

Printed list circulated to all members;-

As sent	From SCADC	
	Weekly lists	Circulated to members

5-1 Planning Applications:

Number	Address	Application	Decision/Recommendation
5/10/2575	9 Church Croft	Single storey rear extension with roof lights and loft conversion with three dormer windows and four front lights	No objections – We have concerned Dormer windows effecting the privacy of neighbouring properties. The rod height should not impact on the street scene
5/10/2746	45 Station Rd	First Floor front extension, f/porch and alterations to roof above gge, rear.proj/ openings	No objections
5/10/2747	Colney Heath Farmhouse 42 High Street	Installation of one 11kw wind turbine with a maximum ground to tip height of 2.8m	No objections - Please can officers take note of the noise assessment report. We would be concerned if neighbouring properties affected by noise.
5/10/2797	18 Roestock Lane	Two storey side and part s/ storey side r/ext	With Cllr Brazier 25/11/2010
5/10/2729	18 St Barts Close	Two storey side extension with integral double garage and one	With Cllr Brazier 26/11/2010

		front dormer window following demolition of existing gge and con alterations to openings	
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Major Development *See Bold Type.*

As listed and received up to the date of this agenda publication-*bold= topical*;-

Note items with Listed Building Status are noted with suffix LB after the plan no- e.g 5/07/000LB

Application 5/10/1536-Nicolas Breakspear School-REFUSED

Application 5/10/2747 Colney Heath Farmhouse Install 11kw Wind Turbine-wing tip 2.8m

Whilst supporting Green issues some members are concerned at proximity to dwellings.

LDF and Core Framework Strategy-Shaping our Community

See document copied to all members-Planning Policy Advisory Panel-28/10/10

HERTFORDSHIRE WASTE-CORE STRATEGY-PUBLIC CONSULTATION

Documents and consultations noted-again no reports so far. HCC waste management report sent to members-two firms bidding, E.ON & Veolia-local issues. New options being reviewed in reference to county plan consultation by 13th December do CHPC wish to submit a response. Details at office or on HCC web site-Waste Portal.

5-2 Planning Approvals

As listed since last meeting

Number	Address	Application	SCADC Decision
5/10/2097	Unit 2 Lyon Way	93 high front extension lean to canopy to side and access ramp	Planning Permission
5/10/1960	78 Tollgate Road	Conversion of garage into habitable accommodation	Planning Permission
5/10/1789	Land adj to Brandon Hill End Lane	Two storey building, comprising three dwellings for affordable housing with associated car parking and landscaping, new vehicle crossover and footpath link	Planning Permission
5/10/1739	1-20 Brandon Mobile Home Park	Three, two storey buildings with habitable roof space and one, two storey building comprising four three-bedroom dwellings, two bedroom flats, six one bedroom flats and temporary housing accommodation comprising six two bedroom flats, nine one-bedroom flats for affordable housing and site managers office, with associated bin stores, car parking and landscaping, and alterations to vehicular access	Planning Permission

Decisions

Approved Application 5/10/1789 Land to Brandon, Hill End Lane T/storey building landscaping increased occupation.

5.3 Refusals and Appeals- Enforcement Notices

5/10/1536	Nicholas Breakspear School	Changing rooms, teaching building, and new Multi use games area + floodlights	Planning Refusal
5/10/1587	Colney Heath Farmhouse 42 High Street	Installation of one 11kw wind turbine with a maximum ground to tip height of 24.5m	Planning Refusal
5/10/2017	40 Princess Diana Drive	Single storey rear extension	Planning Refusal

5-3 Appeals

Application 5/10/0512LJY-145 Colney Heath Lane-Refusal of extension in G/Belt

Application 5/10/0210LJY-Glinwell Nurseries Station Rd Smallford-PPG2 issues

5.3-1 Appeals Other Pending

Appeal P/APP/05/08/2483-Land Smallford Nurseries Hatfield Road –appeal against SCADC refusal to planning permission of new building in Green Belt.

Application 5/10/1726 the Oak House 14 Starlight Way-Amended plans 10/08/2010

5.3-2 Enforcement or Appeal Notices

Application 5/10/1043-Notice of Appeal-Mr R Evans 2 Roestock Lane Colney Heath, by written representations. Does this council wish to respond-debate? Advise Clerk.

5.3-3 Application to Discharge Planning Conditions or Amended Descriptions

No reports

Post Office

The move has been approved by PO Ltd, temporary closure 3-4 days 29 January 2011 reopening on 4th February 2011 in new location at 13 High Street-opposite old P.O.

THE FUTURE OF HERTFORDSHIRE WASTE-Pre Submission Document

A consultative document is focusing on the issue of waste in the county; Clerk is to receive a statement to send off from Cllr Brazier in time for the end of consultation.

Have your say-**Consultation ends 13th December 2010** www.hertsdirect.org/wasteplanningconsultation.

OTHER TOPICAL ITEMS FOR INFORMATION-following

5-4 Strategic or Planning issues SCADC

No reports.

5.4-2 BA Stanstead Airport Noise Action Appeal

No Reports this time

5.5 Helioslough Rail\Freight Terminal-SRFI

No further reports on Legal Challenges or Public Inquiry and Sec of State intervention being challenged see additional disruption to an already busy area and road network.

5-6 Planning Monitoring

Matters the Clerk may wish to inform or members have reports to bring if applicable

Air Quality-(Contained in HHC report)

Landfill & Quarry-Next Lafarge Meeting 18th January 2011

Energy Efficient Measures Available to Households

The District Council are promoting throughout Hertfordshire energy saving measures to insulate you home, we have been asked to help promote. The scheme closes in March 2011 and has nearly £4.4 million left to distribute for insulation.

5.7 Smallford Station Preservation order

The Clerk was able to report a conversation with team responsible to Ms West at SCADC Conservation. Explaining CHPC concern and to try and set up a meeting at Colney Heath and Smallford Residents plus other interested parties in the new-year. Adding CHPC willingly support a preservation order in its current position, also create a safety area around as it is in danger from plant stacked and stored nearby. Or if not feasible look for other sites or options, however all agree it is not favourable to move from the original position which is historic. Vandalism risk is also prevalent.

5.8 Section 106 Money to be used in Colney Heath

Cllr Brazier reported to the meeting that he has written to Damian Higgins at HHWP following his investigation into some missing portions of S106 monies that have been earmarked for community projects. He added that he was concerned adequate explanation has not been given so he was seeking a written reply from HHWP.

5.9 Boundary Changes

Cllr Brazier wanted the meeting to know he is trying again to get the changes to some homes in Colney Heath that dissect in the parish boundary and are not in or included in Colney Heath Parish. Particularly between the boundary between North Mymms. Letter-1st December 2010 to Local Government Boundary Commission for England in his capacity as County Councillor for the Colneys in HCC. He has had meetings with Rt Hon Grant Schapps MP Housing Minister to promote issue- going back 20 years

OTHER TOPICAL ITEMS FOR INFORMATION-following Strategic Housing Land Availability Assessment for SCADC

No reports

London Green Belt Council

Cllr Crump-is parish representative.

Harlow North Any new issues noted and circulated to members

New Barnfield Waste Site-No planning applications as yet-

6 COMMONS OPEN SPACES & PUBLIC RIGHTS OF WAY

The written reports were considered of:-

6-1 Parish Warden Report

Report will be made available to members at meeting-including village works.

6-2 Parish Commons Ranger Report

Monthly report available-contents noted.

6-3 Parish Gardner and Tennis Courts Attendant Reports

Report includes winter plantings and tidy up; all our gardens look very good.

6-4 Church & Graveyard Keepers work/time sheet

No further reports. Mower needs service, Clerk to take for attention in new-year

6-5 CHPC Grass Cutting Contract

No reports or cuts-winter season.

6-6 Commons-Works -Grazing & Stewardship & River Colne.

Clerk explained a forthcoming meeting arranged with CMS starting at 10am on 8th February 2011 to walk common and review work done and agreement appraisal, plus advice on projects to follow. In particular the bird feeding strip, suggested at Nat England Day on 23rd November he attended with Mr Paxton The meeting is to look at the management plan in particular the gorse and scrub management 2011-12. All Cllrs involved plus Mr C Nash and Mr Paxton. Weather permitting

6 -6 Footpaths P3 and Rights of Way-Bridleways-BOAT-RUPP F/path 44 and 23

Clerk met with CMS on 15th October, details of work sent off to claim P3 grant.

6.7 Access Track on Common (Rear of V/Hall-High St & High St Cock PH end

Reported earlier, no further action taken with resident who agreed to scrape surface and lay drain ditch, Clerk will purchase bag of 20mm shingle to back fill ditch.

6.8 Flood Survey and continuing watch by Environment Agency

Sandbags offer taken up by residents just two left; we are receiving regular flood risk warnings from SCADC, also available to any resident via e-mail in vulnerable areas. SCADC are encouraging registration to alerts-register for information-

<http://www.exercisewatermark.co.uk/en/homepage.aspx>

Offer from Ian Skelt-Risk Management & Community Resilience Officer

6.9 OPEN SPACES Play & Recreation Areas. CHPC land or playing fields

Councillors or Clerk to report on any issues;-

1. **High Street Play Area;-** No Reports
2. **Community Park;-**No reports
3. **Roestock Park;-**Work remains-to do after parish year end.
4. **Gloucester Park;-**Cllr Gowens reported in earlier.
5. **Sleapshyde Recreation Area;-**No reports
6. **Charles Morris Play Area;-**New item of play equipment installed.
7. **Harvesters & Smallford Dog Walk;-**bent fence post-RP asked to repair-s Mr Paxton to do & check.
8. **Smallford Pond & Triangle;-**A volunteer day on 29th January 2011 for the clearance of Sleapshyde Pond, CMS have advised we can clear the pond as newts or toads will be dormant. CMS attending and are to provide some tools.
- 9 **Play areas -Highfield Park Estate/Area-(There are 5)**
Winter Fare announced, see notice boards for dates.

7 HIGHWAYS-TRANSPORT-FOOTPATHS AND VERGES

7.1 Highways Maintenance improvements local Roads or major routes

December meeting was cancelled, next is on 28th January 2011 at Colney Heath

7-2 Paths and Access-and verge ditch works attached or adjacent to Highways

No reports, Cllr Day has requested HHWP to do works in Tyttenhanger Lane lowest point connected to other works as preventative measures-flooding risk to properties.

7.2-1 OTHER HIGHWAY MATTERS

Safety Issue-Nicholas Breakspear School

No further reports.

Rural Transport Grant for-High Street & Tollgate Road Improvements

Changes to road scheme.

Adoption of Roads-Abysmal performance of Herts Highways

Ongoing issues and remains unsatisfactory-Still not completely resolved with HCC.

Improving the Visible Street Scene

Application for a grant was awarded-Cllr Brazier has provided suggestions parish Gardner is involved with works, Clerk to look at project WIP.

Cycle Way round about Colney Heath-SCADC

A new cycle map has been produced for the district copies available at the office.

HGV in Wilkins Green Lane

HHWP has been asked by residents for a proper warning sign be put up.

Still awaiting confirmation of action to install notice, residents might wish to attend meeting 11.30am 28 January and put their own questions.

7.2-2 TRAFFIC ORDERS

Recent copies of any traffic orders sent to the office circulated to members.

7.3 Path Access Verge and Ditch issues Highfield

No further reports.

7.4 Tollgate Road VAS Speed Cameras-and Highfield Area

CHPC has reserved a contribution to this safety issue, possible tie up with missing portion of S106 monies now being investigated

7.5 M25 Widening started summer 2008 remaining into 2010

Reports-none received however CHPC remain on message e-mail facility.

7-6 Transport and Community Friday Shopping Bus

Cllr Horner gave a brief report-Had flat battery problem in cold weather but managed to run the service. Still looking at other options, need more volunteer drivers?

Consultation-Proposed Changes to home to School Transport Policy

HCC Consultation 18 October-2010-26 January 2011 affects all who have transport to school-statutory school age pupils (currently up to 16 years) to save £25m budget- Have your say-www.hertsdirect.org/csfcconsultations Who is entitled-decisions? Members have no opinion-leave to public comment and consultation to deliver.

7-7 Long –About A414

Cllr Brazier said that HHWP are thinking of doing a safety survey on the approach aspects of the longabout at the eastern end with a view to installing traffic lights, then using the reserve area from Colney Heath approach as traffic queuing holding option.

7.8 Highway Warning Signs & Mandatory Signs

Noted and suggest keeping as a reminder, the Clerk asked if this need be retained

7.9 Adoption of Roads in Hertfordshire

Issue has gone to H.O.P. and under HCC review according to Cllr Brazier.

7.10 Barley Mow Lane Pending Closure (Gating Order-Temporary)

Cllr Brazier reported about the plan and over the closure facts as he saw them. Cllr Reeves wanted to see a copy, Clerk to try and obtain.

8. PUBLIC QUESTIONS -

Public questions over the Butterfields Car Wash raised earlier.

Other issues about the above subject also raised along with the wind turbine proposal

Planning issues of anticipated Oaklands Application

Clerk has received calls from residents over Nicholas Breakspear planning

9 COUNCIL BUILDINGS-ORGANISATIONS & TRUSTEE MATTERS

9-1 High Street Recreation Area & CHFC meetings

The Clerk spoke about attending the meeting on 22nd November; there are problems with the lights in the main part of the club continually blowing and costing £20/30pm in replacements. Some are not working possible transformer problems as well. The lights are some of the early ones that had to have smoke hoods fitted over public building requirements. Reverting away from this kind of fitting is better in favour of fluorescent running cooler. Realistically we are probably looking at replacing for safety issues. The Clerk is meeting with the club and contractor Instalec on Friday 2nd December at 2pm to give an opinion and estimate. The Club require some other work to increase floodlights on the training area as well at their cost. EDF have got the lamp working at last in the car park, a new junction box was required. It runs on unmetered supply, we contacted them about 15 months ago.

9-2 Treasure Tots Pre-School.

Cllr Horner read out a short report from the Leader in the absence of Cllr Crump.

The Clerk advised members we have paid the Fee Invoice for Registration to the OFSTED regulatory body for Childcare. We are also now obliged to go through an agency for CRB checks and a fee of £44 each time is payable. Can be done on line but more admin work. Leader D Mc Hale confirmed as registered leader at Pre School.

9-3 Village Hall & Committee

Cllr Horner was looking for a resolve over the back charges for rates and for which the Clerk was having difficulties over audit and or grant application. For the council he was producing an invoice for the rates back to 2008-9. This gave concern to the VHMC which had resulted in them carrying out an archive search to confirm a past agreement between both parties. If any such payments are made grant aid is the only procedure for which the Clerk is clear, the same as other buildings, Pavilion & CMH. The Clerk required a minuted decision to confirm council decision to charge or write back to convince the auditor. After a brief debate the resolve is to cancel the 2008-9 request 2009-10 is paid together with any outstanding insurance premiums that go through CHPC books. In future the rates or business charges will be sent to the Hall management committee. The insurance contra charge procedure has to remain.

9-4 Charles Morris Hall Trustees & Council owned Field & Access

Cllr Reeves asked about several matters including some issues that are part of archive search now going on to look at past minutes. It was accepted as work in progress but urgency is emphasised. The Clerk agreed to give attention at the earliest opportunity adding this could be looked at in Part II along with the anonymous letter.

9-5 Highfield (Community) Park & Trustees

Cllr Reeves was anxious the employment funding was safe, the Clerk has in reserves in order to receive a request from the trust. Applications for the Grant Aid allocation

have closed but exceptional requests could be tabled at the January meeting before the 2011-12 precept is ratified at that meeting.

9-6 Other local Buildings/Organisations-Guides Scouts-Harvesters/other

No reports.

9-7 Youth Organisations Locally & Youth Council

Again no reports this time. Staff availability is a county wide problem.

9.8 Sheltered Housing-Review Newsletter

Publications (SCADC) are available regularly every two weeks-ceases end of month in favour of on line service from SCADC & HCC housing trusts.

9.9 Residents Associations.

Highfield Park Residents Association-HPR

Telecoms boxes remain under review with district planning.

Barley Mow Lane Residents Safety Group

The gating order and funding outcome is immanent, agencies deciding who is to do.

Smallford Residents Association

Matters for the SRA mentioned elsewhere.

Springfield Road-(Part of Smallford Res Assoc)

Survey carried out of Lorries and HGV report circulated to all Councillors.

Other residents associations

Opportunity to have your comments raised at council meeting-contact the office

10 COMMUNITY REPORTS-Members reports Outside Bodies and reports from Committees and other Organisations

10-1 Fly Tipping Reports

Copies of reports made available to members-two recent reports in BML area and two and Warren Track at a cost to CHPC of £250.00 for grab loader service.

Clerk to Members note it is helpful when contacting the parish office to report a fly-tip we have the following information SCADC wont collect unless we can tell them this;-

- *Location*
- *Type of waste*
- *If you have already reported the fly tip to SCADC and you are updating our log*

10-2 Police and Community Police matters

Members should note communication n from Herts. Police Service about the future of community policing decreed by the coalition.-Consultation out on plans and changes to Safer Neighbourhood Policing Plans. (SNT) Introduced from 1st October 2010- will affect Town & Parish Councils and County or District Councils. See report 22/11/10

10-3 Twinning

Newsletter circulated. Details of Christmas Dance and events AGM in January 2011.

No specific reports-Following the Chair passed by;-

10-4 Reports from Members or attending other meetings

10.5 Flood & Environment Agency Reports-See 6.8-item repeated

10.6 HM Govt Issues

10.7 St Albans Association of Local Councils –SADALC

Formerly the St Albans & District Association of Town & Parish Councils new name old association with fresh constitution. April meeting being hosted by CHPC.

10.8 Lafarge Liaison Meeting

Lafarge-next meeting will be at 4pm on Tuesday 18th January 2011 here V/Hall

11 Members Questions and Late Maters

No reports.

11.1 Charles Morris Recreation Area

Council wish to thank the management Committee for the payment £4343.33.

11.2 Dog Waste Collection

Service is satisfactory-no adverse reports.

12 OPERATIONAL MATTERS

Alternative Meeting Places Highfield Area

Next in this area is the Full Council on February 2011 at Charles Morris

The Annual Parish Meeting will also be held there in 2011 now on 7th April at 7.30pm

No specific reports following

12-1 Staff and Office Matters

12.2 Clerk to Report on Future Matters requiring attention

12-3 Capital Purchase

12-4 Publicity- Parish Council Web Site & Chronicle

Winter edition is out this week. Web site updated with consumer advice about scams and warnings of rouge traders offering dodgy goods and services to the vulnerable or householders during the Christmas period

12.5 Notice Boards and Signs & Bus Shelters

Hall Gardens shelter installed, High Street shelter in store at Warren Farm.

New Oak style notice board going up at Charles Morris Hall-they have paid for.

CHPC given a space on a triple view board, plan is ours being removed and will be available for re-setting in another place. Council to decide next meeting.

This meeting closed at 9.12 pm.

John Dean

Clerk to the Council

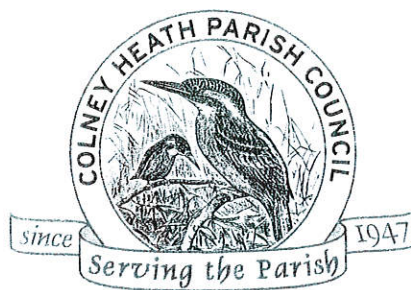
Copies available on the parish web-site;-Note no responsibilities accepted for errors typos or mistakes or statements until approved by council @ December 10 Mtg-Published-10 Dec 2010 © Jed/full-CHPC- mins 2010-@10/12/10--No copies to be made or alterations without permission of Clerk-file-CHPC-MINS-MONTH-FULL-DEC- 2010-11-DOCS FILE-MINS & stick 1+ D/Share -FILE-JED/CHPC MINS-DEC-10 -& TRANSFER BLUE STICK- Word count -4886 & 12. pages- E&OE-

Note!

Member's advice-the next full council meeting will be on 13th January 2011 at 7.30pm at Village Hall Community Room-As Cllr Horner will not be able to Chair the meeting can Cllrs Brazier or Day take the meeting on that day -please notify Clerk
Week commencing 4th January 2011 Also good and punctual attendance as we are required to ratify the precept in order the Clerk can advise District Council.

The parish office is closed from and including 21st December 2010 to Tuesday 4th January 2011

Colney Heath Parish Council



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2nd December 2010

CONFIDENTIAL-2nd December 2010-Part II-(BLUE PAPER)

COLNEY HEATH PARISH COUNCIL **MINUTES OF THE PART II BUDGET & SETTING for 2011-12 HELD AT** **THE VILLAGE HALL ON THURSDAY 2nd DECEMBER 2010-9.15 PM**

Present; - Cllr D Horner-Chair- Cllr J Day-Cllr Cloke-*Cllr C Brazier-
Cllr P Reeves-Cllr R Solts-Cllr K Barnes. (*Attended in part)

Clerk; Mr J E Dean

(Published 16th December 2010 © Jed/full-CHPC)

1. Apologies Announcements & Declarations

There were apologies given for Cllr Gowens & Cllr Crump.

The Business of the Part II

This was outlined and explained by the Clerk who reminded members present that confidential matters of budget & employment issues will be debated and discussed. The decision and content are not a public document until the decision is ratified at the Full Council meeting 13th January 2011. When the precept decision will be finalised.

4.1-Current Financial Situation 2010-11

The Clerk demonstrated by way of an excel six page review, current financial position of the council, with reconciliation to end of October, plus a projection-for 2011-12. Also included in the papers, a review of payments & receipts in comparison with 2009-10 and year to date 2010-11 to month 8. A final expectation to year end cash. Examination of receipts for both year books and projections of expectations forward

4.2-The Budget to Precept for the Parish Year 2010-11

Details of the Budget proposals were presented to members and explained fully on excel tablets 2 & 3. A year projection total for 2011-12 is expected to be £173,200. Last year 2010-11 Budget was £155,850.00. Total spending by March 31st 2011 is projected to reach £180,000. During this year unbudgeted provision of £22,000 was made to include an allotments project at Gloucester Park, plus two new Bus Shelters. Projected overspend will be financed by forward incoming revenue, use of reserves to balance the budget which as is usual, expected to be exceeded. After consideration and full examination of the proposals before members the debate a decision was put we precept for (2011-12) the sum of £159,840 equating to 2.5%- percentage point rise on last year. This is considered fair, & affordable to maintain services and financial commitments by taking account of careful purchasing, economies and cost savings.

Proposed;-Cllr K Barnes

Seconded;-Cllr R Solts


13/11/2011

4.3-2010-11 Grant Aid and Section 137 Payments-List to be provided at meeting

All grant applications were prepared by the Clerk and presented on a spreadsheet list to be considered and agreed as part of the budget for 2011/12. Members gave support to making grants this time but suggested reviewing the individual grant approvals is deferred until next meeting on 13th January 2011. All grants are to be capped at a limit of £2000.00 unless special circumstances. It was noted CHFC have requested the grant is over two years/halves, the second due in the next municipal year 2012/13.

4.4-Treasure Tots Pre School-Audited Accounts 2009-10

The Audited Accounts show excess over expenditure on the above year £8771.14 the reserves £24,443.00. The Clerk explained their financial situation was sound with the only requirement as a community Pre School to just break even. The year showed an increase of turnover of £10,000 and the excess over income was mainly due to payroll in that we have not had a Deputy in post so the salary to some extent has been saved. This year we had not fallen back on the council to support the payroll but had used the Grant Aid to just pay for the hall hire over the school year. Turning to other financial issues he explained -keeping the reserves fund in place to support the payroll should attendance fall or income reduction from HCC Education Grants. Or perhaps extreme circumstances a forced closure & staff redundancies-a "War Chest" to pay staff and not fall back unexpectedly on CHPC reserves. Suggestion has come from the Leader and Secretary to increase fees by 0.50p from January 4th 2011 to £8.50 per session. It is a delicate balance of staff/costs each month with the average per month term time pre school payroll/HMRC between £3600 & £4200. With pressure from EYFS the job of Deputy is temporary split as a "job share" between two permanent staff until we advertise/recruit in the new-year. This just makes us compliant with regulations.

4.5-Staff Contracts including Treasure Tots.

There are no payroll changes or increases and in the review of the overall council staff payroll. Council agreed and approved the schedule presented by the Clerk. Pre School and some of general staff salaries require to be set to Local Govt pay scale points. *(Auditor suggested-does not change pay rates but sets pay scale number from a list)*

4.6-To consider 2009-10 Audit Review BDO Stoy-Hayward

Members approved and agreed the details of the final audit.

Proposed Cllr J Day

Seconded Cllr A Cloke

4.7-Lease to CHPC-High Street Recreation Area & Play Area Funding

The Club requesting not to increase lease fee to £500 next April, Chair & members present felt this decision required a full council attending the meeting and declined to make any decision. The Chair suggested the matter is deferred to 13th January 2011.

4.9-Legal implications to the Parish Council

The Clerk set out the legal issues council are facing and explained cost implications;-

- Mr Robb and Nuckies Farm-hearing 11th January 2011 –QC and day fees.
- Commons-access issues-should require no legal input other than guidance.
- Oaklands Field-offer to purchase, legal application and proof of ownership from Punch Taverns-legal fees and LR ect plus cost of land deal if bought.
- Charles Morris Hall land disputes pending, Clerk preparing details for legal advice and pursuit of access and land steal issues members require done.

Legal implications to the Parish Council-Continued

The Clerk outlined the implications to council in defending or initiating the actions above in that the legal hourly cost can run away with funds very quickly. Cllr Solts mentioned other legal firms, and how we might save money by changing. The Clerk added we traditionally used the two main local firms over 20 years either Turner-Debenhams or Ottaways now merged into Debenham Ottaways in last two years. They know our business, they have our history, we get first class legal advice, and the firm are highly rated in comparisons. Where or what do we change to the equate this? More recently the District Council have responded to the parish charter suggestion and have issued a questionnaire asking if parish's require legal advice SCADC can do for them? at cost of course, maybe a little cheaper! Clerk will reply to questionnaire.

Members Questions concerning the Budget.

Use of Community Room on a more permanent basis

Cllr Reeves was keen to see the council take a lease on the use of this room as a more permanent use for ad hoc meetings we are now paying fees for. The Clerk has shown CHPC are the most frequent and regular users. We should have the option and priority to take over. Especially with the planning proposals in requiring the parish to offer an on line capability to those who might want to see plans here on line. Cllr Reeves was keen to see the council give the Chair authority to speak to the Village Hall committee at the next meeting. We could then offer them a price for a year lease/rent whilst not excluding other users for meetings but not use for activities.

The Clerk took questions regarding parish council normal regular monthly costs for the running of parish, how those costs were made up. There were no further questions.

The Chair ended the meeting thanking the meeting for spending a little more time than usual on finalising and setting the budget; all seemed satisfied with the outcome. The next meeting where it will be ratified is on 13th January 2011 here in the Village Hall Community Room at 7.30 pm.

He wished all members a happy Christmas

Meeting ended at 10.13pm



John Dean
Clerk to the Council

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Note-NON DISCLOSURE POLICY APPLIES