

Colney Heath Parish Council



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9TH JUNE 2011

MINUTES OF THE COLNEY HEATH-FULL PARISH COUNCIL MEETING

HELD at the Village Hall 83 High Street Colney Heath St Albans -on

THURSDAY 9TH JUNE 2011-7.45.pm

Present; - Chair-Cllr D Crump-Cllr D Horner-Cllr J Day
Cllr C Brazier Cllr K Barnes-Cllr W Huckle and one Vacancy

Clerk; Mr J E Dean
Police Andrew Shepherd PC 39

Public Attendance- Mr D Becker-Mrs G Moody Mr Mrs S Wales-Mr Mrs Britton
One other person did not sign in

138. APOLOGIES -ANNOUNCEMENTS

Apologies received from-Cllr Solts & Cllr Gowens. Matters to announce- the revised start time to 7.45 received general approval. It was agreed to give start time a trial. 8pm was maybe a bit too late. Cllr Crump added he would like to see declarations as a separate heading. Clerk will adjust to include on next agenda. The Clerk reminded all the members to complete Election Expenses Form-send back to SCADC for the May Parish Elections, the deadline 6th June. *Advice-* It should usually be "nil" expenses

MEMBERS DECLARATIONS

No declarations.

139. MINUTES OF ANNUAL STATUTORY MEETING HELD 12 MAY 2011

The minutes of ASM 12th May 2011 were approved and **Resolved.**

Proposed by; -Cllr D Horner

Seconded by; - Cllr K Barnes

140. MATTERS ARISING FROM THE ABOVE MINUTES

Some typos and corrections noted-namely item 6 on -page 2 Cllr Crump is Chair not Cllr Horner as noted on agenda heading-note correction-cut & paste mistake.

141 APPOINTMENTS TO COMMITTEES AND WORKING PARTIES

The Clerk sought clarification on recent committee structure through the Chair Cllr Crump asked members to define their arrangements and invite those who were not present to have a say. Cllr Brazier said he felt more at ease with the old committees remaining as agreed, he could not understand joining Environment with Highways, and it was just too big. Cllr Huckle agreed he was happy to keep Highways leaving the Environment with Allotments included. It was **Resolved** Cllr Gowens put forward to take lead member of Environment in absence.

Proposed;-Cllr Brazier

Seconded;-Cllr Huckle

DC Crump
7/7/11

There continued some discussion about the position of RFO-Responsible Financial Officer currently the Clerk. In *CAB the role is defined as an employee or officer, it normally is held that way. In larger councils, town councils it can be another officer. The Clerk said he held the position in his contract. Also it was defined in the minutes and his serving in the position past or previous Annual Statutory Meetings at CHPC. Cllr Brazier defined the position and role in council of the Finance Committee and the lead member, it was just as that of previous incumbent Cllr J Day. He also said it might require additional bank signatory in such role which was not currently in place.

**Reference- Charles Arnold Baker eighth edition-Clerks Manual-Working with your Council*

142 APPROVAL OF THE MINUTES OF FULL COUNCIL 12TH MAY 2011

The minutes of the Council Meeting 12th May 2011 was approved and **Resolved**

Proposed;-Cllr D Horner

Seconded;-Cllr K Barnes

143 MATTERS ARISING FROM THE ABOVE MINUTES

Some typos and corrections in agenda and minutes were noted.

144 LONG TERM USE OF VILLAGE HALL & FACILITIES

With increasing demand on parish resources in particular the planning on line and use for IT purposes Cllr Horner and Cllr Brazier were keen to use the Community Room for parish purposes. It seems logical if the District Council fund new IT equipment the presentation plans and other media becomes more realistic. After a short debate it was agreed for the Clerk and Cllr Horner to discuss the issue with the Chair VHMC and seek a solution. The Council is prepared to offer a financial advantage to the VHMC.

145 POLICE SUPPORT BASE

Andrew Shepherd attended the meeting not specifically to suggest this but did say the usefulness of a facility to be able to take a short interval to look at police matters and make contact with head office. He went on to explain the police work over the past month in the Colneys giving public statistics and crime figures. He said they are grateful to Sainsbury's for use of an office at the Sainsbury's and it was working ok. The Chair thanked PC Shepherd for attending the meeting. Adding council will be discussing use of the room in greater detail seriously considering this idea for police.

145 OAKLANDS FIELD

Cllr Brazier gave a report on the current position, CHPC are waiting for the owners to accept an offer. He disclosed the figure to the meeting and how the legal proposal was structured. Further reports indicated another building has been put up on the land. Future use of the land was open to suggestions- if we are successful in a deal, various ideas are allotments, village green, rare species orchard, general open space.

146 MEMBERS TRAINING

Several Councillors spoke having attended training by HATPC on 21st May and 4th June, varied opinion in the way it was conducted with some of the issues. The Clerk was concerned that Cllr Solts who had come back with 21 or so issues he raised in an e-mail after the training programme. The Clerk assured all come up in the parish year. He was willing to go through each issue on a one to one and explain but assured we do have proper control. He was concerned the training had left some ambiguous and undefined issues in the minds of those attending. Cllr Huckle has agreed to attend a



separate meeting with the Clerk on Tuesday 11th June and run through some of the regular council finance papers. There is further training on Standards and code of Conduct Clerk attending 13th June and further dates for July 13th SCADC requesting attendance from our members. See item 174

148 FINANCE POLICY & RESOUTCES

The Clerk reported on several of the main financial issues-

Approval of the cheques for June £14408.36 expenditure agreed and **Resolved**:-

Proposed Cllr D Horner

Secoded Cllr J Day

Members were informed totals are in line with monthly budget forecasts.

The Clerk advised members of some further grant aid payments. Also a check on the reserves balance with the bank to ensure we were not at risk in the current banking situation of guarantee up to £50,000 as of the meeting we await a bank response.

149 APPROVAL OF AUDIT PAPERS FOR FINANCIAL YEAR 2010-11

The Clerk presented a report and audit papers above which after a brief debate were agreed and **Resolved** by all members and approved for sending. The report details will now go to the Audit Commission appointed external Auditors by 30th June.

Proposed;-Cllr J Day

Secoded;-Cllr C Brazier

150 DAMAGE TO BUS SHELTER

The payment of £150 received for the minor damage has been banked, repairs to the base to be carried out shortly whilst raising the levels at the same time in preparation.

151 DISTRICT COUNCIL & BEST VALUE POLICIES

It is noted a response has been sent, with suggestions PC's might be invited to give comment to AVDC on contractor's performance such as verge and grass cutting.

152 HIGHFIELD PARK FETE-23rd JULY

Having received an invitation from HPT to attend with it was **Resolved** to grant - £250.00 towards fee and programme advert with repeat of our regular advertisement by 30th June. The Chair called for council members to volunteer a stand organiser and to agree a rota between 2pm-6pm and to set up stand and leave. The Office provides equipment, gazebo, papers, water Chronicles plus any extras, but note this should be collected on Friday morning of 22nd July and return after the event.

Proposed; Cllr J Day-

Secoded;-Cllr K Barnes

153 PARISH BUDGETS-2011-12 PARISH YEAR

In response to an earlier members question and suggestion from the Chair the Clerk clarified the position of the budget approved in January 2011 remains in place as set. The option for any new council is to work through with guidance at future meetings. Arrangements can be made for the Clerk to explain the current finance budget above in greater detail to any new member at the office but by appointment with the Clerk.

154 PLANING COMMITTEE REPORT FROM Cllr BRAZIER

A public informative statement published in Chronicle to explain the pressure on the villages to new developments. How small parcels of land being targeted such as Radio



Nurseries, BT Trial site-Pasture View, Oaklands, Beaumont, and The Dak. Also with the planning suggesting use of garage sites for housing. Cllr Crump thanked him for this important information. He also reported Glinwell Public Inquiry opens 21st June.

155 PLANNING APPLICATIONS-APPROVALS-REFUSALS-APPEALS

Members considered the applications list and made appropriate comments, no particular issues to take forward, comments already published have been put to the SCADC planning authority or committee as appropriate. A brief debate on the applications on Tillage Close regarding the permitted development was explained by Cllr Brazier to council. Beaumont also obtained planning for their proposals. Permission and approvals were noted including Oakland's Teaching block and parking with some demolition.

Refusals and Enforcement list observed with no particular comments to add.

Past applications a letter from an agricultural firm seeking our consultation regarding an anaerobic waste treatment to energy facility on Coursers Farm. It is not clear if the use is for the farm or intended to import other animal or domestic waste involving transport. The firm has e-mailed to offer members a presentation or visit to Oxford.

156 WELWYN HATFIELD BOROUGH COUNCIL CORE STRATEGY

A debate produced some dissension on the proposals where the boundary of the parish reaches possible growth of development areas for the strategy. Having noted much of a similarity to the past in the new proposal it was agreed to repeat previous opposition to the proposals in the form of a similar statement. Consultation runs until 18th July.

157 HIGH STREET RESIDENTS

The comments received from the High Street Residents were noted, in particular the controversy over the car wash & sales. Cllr Brazier said the car wash is under scrutiny having been reported to EA regarding waste water. It was suggested a CHPC letter should be sent to the Environment Agency. Other disappointed residents said they objected to the wind turbine having to view the high structure from their homes.

158 PLANNING ON LINE-NEW PROPOSALS FROM SCADC

The Clerk outlined the new ideas coming forward from the St Albans Association of Town & Parish Councils to the District Council. A further meeting is set in July and the Parish Conference on 4th July will probably go into more detail. The response was noted from St Stephens Parish 27/05/11 and members felt we should write in support. The use of the village hall as outlined in 144 & 145 confirms the future requirement to support the new proposals and be able to provide information to the parish.

Similar IT equipment can easily be provided by local suppliers the Clerk has received information from Cllr Solts indicating his firm based in London Colney could supply typical AV equipment. It is noted that Cllr Solts is fully aware of his responsibility to declare an interest and that fact is clearly defined in his e-mail. The Clerk said he saw no reason why SCADC should not be presented to by his firm as a local supplier had distinct advantages especially for any IT fast support from a locally based operation supplying projectors/display/white board type equipment.

159 ALLOTMENTS COMMITTEE

In the absence of Cllr Gowens her e-mails and pre guidance on the issues had been provided for debate, Cllr Barnes also made members aware of matters Cllr Gowens would have reported to the meeting. The initial report was about an uncultivated plot

which needs a reminder to the holder, if after 3 months a cultivation notice can apply giving 28 days. If the current holder fails and with others keen to have an opportunity it should be passed on and any fee to the previous holder returned. The fence was next in that the Chair of the GPAA- Jo Kay. Who is asking when a permanent fence is to be installed the current put up in April is chestnut palings and two field gates.

After a brief debate support for what has already been done prompted by Cllr Day gave a decision the present fence is both adequate and blends in with the site and surroundings. In the late season a hedge will be planted, Cllr Huckle has offered to recommend a suitable species, these two combinations should resolve the issue.

Next issue was to agree to eradicate the invasive Sumac roots now beginning to cause problems on some plots. Approximately 10-12 areas need treatment at £35 a time, a quote from Mark Walker who did a lot of the early work. For some members it was clear spending had reached a final level. It Was **Resolved** a maximum budget of £400 could be allocated to this job. It was also suggested for the time being a line has to be drawn on further allocations of the Open Spaces Budget. The Clerk then reminded members of past debate on a "Rhino" security post to stop vehicles entering the site.

Proposed:-Cllr K Barnes

Seconded;-Cllr W Huckle

160 COMMON LAND PARKING & BEATING OF THE BOUNDS

Cllr Crump spoke of the report on "Beating the Bounds", where walking round a number of unregulated issues observed. A list is to be put in Chronicle to see if we could achieve some co-operation with residents backing onto the common over the issues. The Clerk reminded the members that almost a year ago the residents came to a meeting in July 2010 and went away accepting they form a resident's interest group. The Council has a clear responsibility to uphold Regulations, AOP's and Legal status concerning all Common Land, where residents have been past served with a Solicitors notice which could affect property boundary's. Cllr Brazier added one resident had no less than 5 cars, after a complaint was put to him at home on a Sunday evening and clearly was giving rise to disagreements. It was agreed council review the position at September meeting in the hope residents will come forward to accept a sensible package of more reasonable regulations. The Clerk is looking into a permit system of car registrations log with a maximum of two cars. The council will not agree to any parking commercial vehicles-trailers-horse boxes- rubbish or long term parking of any vehicle. Cllr Crump also added he felt this is one for the Environment Committee to tackle and suggest a permanent resolve. They might need to convene and debate the problem between the Clerk and committee then after with the residents.

161 ROESTOCK PARK

The rough sleeper present around the village for the past 15 months is continuing to defecate and sleep in the area quite near to children's play area. Attempts so far with a wide range of agencies and pressure from the council have failed to move him on. Cllr Brazier is to send a letter to residents explaining why offering or leaving food, cigarettes and money are not helping resolve the matter. The individual needs to have professional help and guidance. If any one has concerns they should call the police.

162 COMMONS STEWARDSHIP

The Clerk reported to members over the requirement to have Weed Wiping carried out in Furze Field (Warren) to help control the hawthorn saplings. It is urgent work approval to allocate £ 1250.00 for the work as stage 1. The second stage is for a larger

job of cutting down and weed killer application to the mature saplings now evading the common. This is quoted on a day rate of £400 and approximately 4-5 days.

It was **Resolved** works to 1 are required under our Stewardship DEFRA agreements.

Proposed; Cllr J Day-

Seconded;- Cllr D Horner

The second phase is an autumn/winter job and can be reviewed nearer the time

163 HIGH STREET RECREATION AREA

The faulty valves preventing overheating in the showers have been replaced along with the water thermostat at a cost of £1578.00 net. The scheduled pitch re seeding (CHPC) being carried out by Bone under Mr Paxton instructions with Verti Draining paid for by the club. We expect to see an invoice soon for about £400 from Bone.

164 REPORTS- AVAILABLE ON REQUEST

Parish Warden-Noted with some issues mentioned here- report available

Ranger-Noted with some issues mentioned here-report available

Parish Gardner-Report noted, Cllr Brazier spoke about his concern to a W.I petition circulating over the planters on the common, part of the SCADC Street Scene grant.

The Clerk confirmed he had not received any petitions up to the date of this meeting.

New tap position installed at V/Hall for watering flower beds-Cost £50 CHPC paid
Parish Gardens planted out with an excellent display of geraniums and bedding £420

Fly Tipping-No fresh occurrences to report

165 PUBLIC QUESTIONS

The issues over the car wash already reported were raised by residents present.

The obtrusiveness of the wind turbine if viewed from properties in the High Street

166 MEMBERS QUESTIONS

Cllr Barnes was pleased to announce his acceptance to be a Trustee at Highfield Park. Referring to item, 118 last meeting A question on how members felt about supporting horse use along the Alban Way, adding SCADC are not keen on a mixed use. It was suggested our position could not be far away from SCADC as to the safety issues of cyclists and pedestrians and others. It was suggested it forms part of a much bigger cycle route and direct to Hatfield with the aim of the District Council to clearly help towards reducing St Albans carbon footprint. Cllr Brazier agreed to write to see if mixed use can be sustained. Past use by horses is not denied, letters & reports define.

167 HIGHWAYS REPORT

Cllr Huckle had submitted a report concerning the misleading signs Smallford Bridge agreed he has a valid point over bridge issues and HGV use. Members supported and agreed deciding it should form part of next Highways meeting. The Clerk offered to reinstate the HHWP bi -monthly meetings again as soon as a date can be agreed.

Cllr Horner also usually attends and public are also able to attend.

Cllr Brazier has responded to issues over speed cushions included in the High Street works and dealt with Simon Flew over queries. The overall height has been lowered.

Cllr Brazier mentioned he has also put suggestions wearing his "County Hat" about improvements to the Long About after traffic light consultation by HHWP.

168 BUS SHELTER INSTALLATION-HIGH STREET

The Clerk reported there are one in stock and one on order he expects to have installed during week 20th June but is still in discussion with Bus Shelters Ltd over exact time. The concrete slabs are ready; one was damaged by the fair operators one will go opposite the Cock PH and at other at Wistlea Crescent. Once installed we will install plywood board lined (Mr Stayton) –to prevent vandalism (from kicking boards) Worth noting we now have 14 bus shelters to maintain in and around the parish.

169 GATING ORDER BARLEY MOW LANE

This is a repeat of past consultation and suggestive the conclusion is near. Members agreed the questions be answered maintaining our views and sent off by the Clerk

170 COMMUNITY BUS

Cllr Horner gave his report a new bus will run on Thursdays now from 23rd June with the convenience the volunteers will not have to put in and remove seats each time. The New bus is based at London Colney also easier to collect. At this stage no change to the passenger collection time of 10am. The Clerk has applied to PTU for a Disabled Badge Parking Pass (£2) for use by CHPC with the bus in car parks.

COMMUNITY

171 TREASURE TOTS

Cllr Horner who was voted on as new the Chair/Lead Member and gave his report; Adding we are all waiting for OFSTED who are in the area, all the staff feel prepared and has done a lot of work to the systems so far. Cllr Horner said a New Prospectus has been done by Secretary Kim Parker-Mead which really looks great. It has a very professional look containing all of the policies and information for parents/carers. Leader Manager Debbie Mc Hale reported to Cllr Horner two Bank staff have left, Mrs Montebello who has been with us for five years wants to retire and we send our thanks to her and good wishes. Suzy Ensor only with us a short while to look after a special child, again our thanks. We have offered a permanent position to Kerry Quirke who has been one of our bank staff for two years to study at Oaklands for NVQ paid by Cllr Brazier County Members Locality Grant (116). After September all staff with children requires certain levels of NVQ or studying on a course. Earlier we had our usual work experience students (4) from Oaklands College spending a few weeks with us in the Pre School. The Term ends on 22nd July until September 7th.

172 PARISH CONFERENCE-4TH JULY

The Chair mentioned the event encouraging all who are able to attend do so- it is an evening session at Redbourne. The issues are likely to include "Planning on Line" The office will be looking a decision and for names by 27th June. Cllr Brazier has agreed to do the 5min overview slot for our Parish Council. All PC's asked.

173 CHANGES TO ADMINISTRATION ST MARKS CHURCH

Members noted passing on good wishes to long serving secretary Judy Smith.

174 MEMBERS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL

Cllr Crump said with Mrs Crump he attended and had a very enjoyable evening with the Twinning Association at Radlett Golf Club meeting our French Guests. A letter of thanks has been sent to the Secretary.

Cllr Huckle attended a planning seminar at the District Council Offices and also went to the public exhibition on Veolia New Barnfield Waste recovery Facility.

Cllr Barnes attended a members training session on 4th June.

The Clerk attended a Code of Conduct Training session at SACDC on 8th June-7-9pm

There are further Training sessions on the Code of Conduct running on 12th July from 6-7.30pm -members should try and attend-Mike Lovelady presents-very informative

175 COUNTY AND DISTRICT COUNCILS SCADC & HCC

Matters and reports noted

176 REPORTS FOR COUNCILLORS

Attached sheet of information and SCADC papers noted

177 INVITATION TO MAYOR OF HERTFORD CEREMONY

Cllr Crump or Cllr Horner to attend if able on 6th July, please advise Clerk/office by 30th June so we can book you with organisers.

LATE MATTERS

178 LONGABOUT-A414-HIGHWAYS

E-mail from resident Mr Paul Selley seeking a meeting with parish over traffic plans-see May Minute's item 120. Clerk to offer some dates or suggest attend next meeting.

179 SLEAPSHYDE PLAYGROUND

Report of gate access on to parish land assumed without permission. Clerk to check

180 HIGH STREET ROAD WORKS

Virtually finished but for some signs and markings.

181 CHRONICLE-PARISH MAGAZINE

Published 4th June- deadline next issue summer is 1st August

182 OAKLANDS AND SMALLFORD RESIDENTS ASSOCIATION

A report of an additional shed has appeared on the site. We also understand the SRA Meeting is on 29th June, there is a request for street scene improvements and sign.

183 LARKS IN THE PARKS

Takes place 26th June Assistant Clerk (Organiser) reminds all members volunteering to be on site any time after 10.30am please let us know in time any problems why you cannot come –please go to the safety briefings.

The meeting closed promptly at 10.02 pm

Signed


John Dean

Clerk to the Council

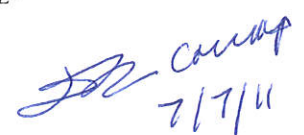
DATE OF NEXT COUNCIL MEETING IS THURSDAY 7TH JULY 7.45pm

Copies available on the parish web-site;-Note no responsibilities accepted for errors typos or mistakes or statements until

**approved by council @ 22 June 2011 Mtg-Published—22 -06-2011 © Jed/full-CHPC- mins 2011-*

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21/7/11