

**PLEASE BRING TO MEETING
ON 13 November 2002**

COLNEY HEATH PARISH COUNCIL

Minutes of the meeting of Colney Heath Parish Council held at the Village Hall, High Street, Colney Heath, on Wednesday 9 October 2002.

PRESENT

Cllr H Falk (In the Chair)
Cllr S Ellis
Cllr Brazier
Cllr D Crump
Cllr J Day
Cllr D Clarke
Cllr G Cloke

IN ATTENDANCE

Loraine Wenham Assistant Clerk
G Moody – Greenleas Roestock Lane
Maureen Butler – 21 Roestock Gdns
Dennis Becker 95 Colney Heath High Street
Allan Cloke 43 Cutmore Drive
Frank Graham 58 Tollgate Rd

1. APOLOGIES

None *Cllr Brooking*

2. DECLARATIONS OF INTEREST IN ITEMS ON AGENDA

Cllr Day regarding Mr Bone, family friend

3. MINUTES

The minutes of the Meeting of 11 September 2002 were signed as a true record of that meeting with minor grammar corrections and at 22.1 'FP 55' corrected to read 'FP33'

4. CHAIRMAN'S SPECIAL ANNOUNCEMENTS

The Chairman asked if adoption of Standing Orders and Finance could be dealt with out of order and this was agreed although they remain as numbered.

5. URGENT BUSINESS

Smallford Play Area – the Residents Assn. wished at their expense to add a commemorative plaque (in remembrance of Marie Brown) to the seat and this was agreed.

Mineral Plan – Local Plan Review 2002-2016 first Deposit Draft Cllrs Brazier and Crump agreed to take document and respond by 16 December 2002.

Office Alarm It was resolved to deal with this under Part II



6. SPECIAL & NEW BUSINESS

6.1 Crime Mapping- Deferred from September, Cllr Brooking attended a presentation on the new Geographical Information System presently being installed across the District (a Crime and Disorder Reduction Partnership initiative funded by the Government.) He may wish to report.

6.2 Traffic calming Colney Heath – Deferred from September, Over 200 residents have supported a petition to have additional road calming measures including humps by the school crossing. Cllr Brooking would like to report & request Council support.

6.3 Hatfield Business Park Reclassification Consultation Re-classification of Hatfield Road from it's junction with A1001 (Comet Way) to its junction with C143 Coopers Green Lane. Members had no objection

6.4 Christmas Gift to Senior Citizens Cllrs Mrs Falk and Mrs Cloke are assisting the Office. M & S may be able to provide shortbreads in sufficient quantities. Members were requested to advise the Clerk of any amendments to the list of recipients.

6.5 Dog Waste Contract – European Waste Code To note that under the contract we have with SDK Kilsyth Ltd waste collected is classed as 'Dog Faeces-Municipal waste, not otherwise classified Code 20-03-99'

6.6 Remembrance Day Service St Marks Sunday 10 November at 10.30. A wreath will be ordered from the British Legion; normally the Chairman lays it on behalf of the PC

6.7 Civic Service 20 October 11.15 at Abbey (Celebration of the Charter). Noted

6.8 Local Access Forum Consultation The Countryside and Rights of Way Act 2002 provides for the establishment of Local Access Forums to advise highways authorities and others on the improvement of public access to land. Members felt that the Parish Paths Partnership and Open Spaces Society could adequately put Colney Heath's views

6.9 Colney Heath (sub) Post Office- Cllr Brazier reported that this is scheduled to open in November. The Clerk was directed to ask Mr Patel if he wanted an official opening and if so would he like Members to attend?

6.10 Race Relations Ethnic Monitoring and performance Guidelines –Cllr Brazier agreed to review these papers and report

6.11 Grant application Colney Heath Play School have approached the Parish for a grant towards fencing and a shed. Members agreed to review this at the Budget Meeting and asked for the Grant application form to be sent to Mrs Packer. The Village Hall Cttee had no objection to the fence but the Clerk was asked to seek clarification from the Open Spaces Society. Cllr Brazier asked on behalf of the Play School if the sand pit fence could be re-used at the Village Hall. This was deferred to the Budget Meeting.

6.12 Petition to re-route 655 (Residents of Colney Heath Lane). Members were in support of petition and directed the Clerk to write to the Passenger Transport Unit re-iterating reasons. They also wished it pointed out again that there is no bus from Colney Heath to Hatfield. Copies of the letter to go to Central Government.

6.13 Bus Cards Members asked the Clerk to write to Herts CC complaining about the £5.00 cost of the bus card allowing 11+ year olds to get half fare. (cost and administrative implications to Schools)

6.14 Standing Orders & Financial Regulations

Cllr Crump proposed and Gerry Cloke seconded the following Resolution:

'This Council adopts the Model Standing Orders and Financial Regulations dated 25 September 2002 as circulated with the proviso that they be re-examined at a later date

Abstentions 1

For 6

RESOLUTION CARRIED

A copy of the Standing Orders are appended to these Minutes

6.15 Hertfordshire Flood Fair St Albans Arena 20 October Posters displayed/circulated.

Cllr Brazier agreed to attend and represent the Council

6.16 Health & Safety at Work Act 1974 European Health & Safety Week, 14-18 October 2002 will concentrate on the subject of 'Stress at Work' SADC advise Colney Heath PC must

5/02/1683	336 Camp Road	Two storey rear extn and attached garage	No objection
5/02/1616	Notcutts Garden Centre, Hatfield Road Smallford	Erection of canopy	No objection

8.2 Planning lists. The weekly lists are now available on the internet. They can be found at www.stalbans.gov.uk -living-Planning and Building Control. Members preferred to receive paper copies

8.2 Appeals and Enforcement Notices -

Council received notification of any appeals or enforcement notices issued since the last meeting:

Courser's Road –Reports have been sent to the High Court. Date of hearing awaited.

Further Public Enquiry on 28 January at SADC (Ref Mr Robb appeal)

Footpath 33 Coursers Road, despite Cllr Brazier's and the PC's objections the footpath will be licensed to Mr Rob the owner of the disputed travellers site.

This in Cllr Brazier's opinion creates a very dangerous precedent and could lead to other people planting on footpaths that cross their land. Cllr Brazier has voiced our objections to Julian Thornton at County. The Parish will continue to monitor the situation

8.3 Planning Decisions

The Clerk reported on the following planning decisions received since the last meeting including July update;

5/02/1376	29 Princess Diana Drive	Conservatory	Permitted
5/02/1075	Radio Nurseries Oaklands Lane Smallford	Glasshouse extension	Permitted
5/02/1476CP	42 Sleepshyde Lane	Rear Dormer window and single storey rear extn	Certificate of Lawfulness issued
5/02/1378	40 Fellows Lane	Single storey front and two storey side extn and conservatory	Refused
5/02/1483	37 Princess Diana Drive	Conservatory	Permitted
5/02/1419	11 Princess Diana Drive	Conservatory	Refused
5/02/1477	18 Grafton Close	Conservatory	Permitted
5/02/1293	Highfield Clinic, Highfield Lane	Extn (renewal of planning permission 5/97/0914	Permitted
5/02/1458	48 Wynches Farm Drive	Conversion of garage to living accommodation	Refused

8.4 Horse Shelter Oaklands Lane SADC were already investigating this and have contacted Resident. The owners of the land (Herts CC) have agreed to allow a shelter to be built by the lessee but it also requires permission from SADC who are dealing.

8.5 Environmental Planning- the Office has a booklet (24 pages) entitled Summary of the Royal Commission on Environment Pollution's Report Cllr Crump agreed to take and read.

8.6 Boreholes near Smallford Lane No plans have been received. Clerk asked to find out what information monitoring has revealed.

9. **PUBLIC QUESTION TIME - 9 to 9.10pm (Council providing refreshments)**
Members of the public were invited to raise issues and ask questions while refreshments were served.
A question was raised about the barrier by the bridge and the Clerk was asked to find out when it will be removed. Also to report a damaged bollard

10. **COLNEY HEATH COMMON**

10.1 Common Rangers Report - Cllrs noted the Common Ranger's Report for September (Clerk asked to ensure Report received in time for agenda) and discussed issues raised. Cllr Crump, the Common Ranger and Martin Caddy of CMS walked the Common on 29 September. Cllr Crump reported several areas need special attention. Martin Caddy to prepare an addendum to the Grass Cutting Contract. Biological Records expressed interest in returning the Warren to Heathland, discussion postponed to November Meeting. Could ditch at Park Corner be extended to apple tree?

10.2 New Three Valleys Water Pipeline across the Common — Ottaways have been advised to proceed with draft Deed of Easement as supplied.

Cllr Brazier attended a meeting to inspect re-instatement works on 3 October: several issues raised. Final re-instatement to be checked by Cllr Brazier (and any other interested Councillor).

10.3 Registering of Common — Cllr Crump advised registered in 1968 Ref.: CL 93 covering 70.74 acres. Clerk will investigate arranging for the Common to be registered with Land Registry

10.4 Beating of Bounds reported Work -Boundary Posts & Notices — Royce will review posts when 3 Valleys have completed works. Byelaw notices need to go up at Park Lane and Park Corner.

10.5 Monitoring of Transco Pipeline — Jan Swan advises 90% success rate treating docks they will be treated again soon. Members concerned about replacement of hedge also treatment of spreading docks next year. Transco should address this. The Clerk directed to write to Trans/Dr Swan

10.6 Fly Tipping stored at Warren Track—advised by MRS and Andrew Robertson of SADC that they cannot now take our rubbish because they have the contract with SADC. Andrew Robertson (Environmental Services Manager SADC) advises we look in the Yellow Pages for waste disposal company (look for skip or grab lorry as appropriate). They cannot recommend any specific company. Tara Murphy is the new Litter enforcement Officer. Members expressed concern and directed clerk to write to SADC Environment Portfolio Holder Cllr Donald and Mr Robertson asking for written confirmation. Clerk to also get quotes.

10.7 Plank Bridge onto Common from Coursers Road - Report from Insurance Assessor - meeting 16 September attended By Clerk & Cllr Falk. Position in law is not clear but recommended better to take action to ensure bridge safe. Assessor advises surface needs to be changed — DC to be contacted for advice on how — waited. Temporary signs have been erected 'Caution - possibly slippery surface' and Royce has nailed down loose planks. Royce quoted £50 for hand rail. He provided a verbal quote for 4ft wide bridge with two sleepers underneath and 2" boards across for £70. Members AGREED to this quote. The bridge should be inspected regularly.

The Warren The clerk directed to ask the Queens Head FC for a written response to letter. If the pitch is not to be used Biological Records are interested in The Warren as heathland. Discussion deferred to November Meeting.

11. **RECREATIONAL AREAS /PARISH GARDENS**
11.1 The Council noted the **Parish Wardens Report**/time sheets and discussed his recommendations.
11.2 **Parish Gardens** –report noted.
11.3 **Grass Cutting Contract** –more details required from CMS before tenders put out.
12. **HIGH STREET RECREATIONAL GROUND -**
12.1 **Colney Heath Football Club** –to be discussed under **Part II**.
12.2 **Tennis Court Report** - Cllrs noted report from Tennis Court Attendant
12.3 **Sand Pit** – quotes received. Deferred to Budget meeting
12.4 **Dog Bin**-The clerk was directed to get Royce to re-seat bin.
13. **COMMUNITY PARK -**
13.1 **Lease** Awaiting another amended draft – been chased by CC Cllr Rosie Sanderson. Clerk has contacted Deborah Quinney who advises she has everything needed to proceed.
14. **ROESTOCK PARK -**
14.1 **Soils mound** – Royce has remove earth and seeded.
14.2 **Car Park and Lighting** – Clerk requested re-quotes from contractors for 2 streetlights in car park. Eastern Contracting have supplied a new quote accepted for streetlights of £1426 plus vat, waiting quote for power supply from 24 Severn (original quote £440 plus vat in Feb 2001). Revised quote received for £2434.
Cllr Crump proposed and Cllr Day seconded
'That the Clerk be authorised to proceed on understanding Scouts will contribute'
For 7 Against 0
PROPOSAL ADOPTED
14.3 **Vandalism** 6 September Park vandalised: Bin burnt , old seat vandalised and concrete broken up-advised to Police who will monitor. Royce has removed broken seat (Health & safety)& bin.
14.4 **Skating rink** – repairs have been done
15. **BOISSY PARK -**
15.1 **Lease** –Richard Pugh of District Valuer's has met with land agents. Report and discussion deferred to November Meeting
Pc Alan Reynolds reports he has not been advised of any further vandalism (relies on residents to keep him informed) and Police have been paying attention to the area. In fact since letter from Council the Park has been very quiet
16. **SMALLFORD PARK & DOG WALK -**
16.1 **Entrance Safety** – Permission should come through soon. Members asked the Clerk to write thanks to Cllr Rosie Sanderson
17. **SLEAPSHYDE PARK –**
17.1 **Hedge** – Royce's quote for cutting back privet hedge to left of Park by 3-4ft of £300. Mr Bone has quoted £350 for both this and Angel Cottage hedges. The Resident has not responded. Members agreed that Mr Bone's quote should be accepted.
18. **SLEAPSHYDE POND -**
18.1 **Pond Maintenance** – Further work is required.
18.2 Hedge and fence Grant form for tree removal & hedge planting (40%) has been completed & returned to CMS. £212 grant will be given after inspection of completed work by CMS. Hedge planting needs to be organised St Marks Parishioners may be interested in helping plant hedge (assume under supervision from Martin Caddy). Martin advises fence must come first. A post and rail is best to protect plants from livestock. The Clerk, Cllr Falk



and Martin Caddy will meet on 11 October to discuss. List of fencing contractors supplied by CMS. Price of plants being checked.

19. **GLOUCESTER PARK –**

19.1 Lease- no change.

19.2 **Play Equipment Pipe Removal** – Martin wheeler quote accepted – removal scheduled for w/c 14 October Royce to supervise.

19.3 Royce reports trees along Drakes Drive edge of Park need pruning. Clerk to obtain quotes for pruning.

20. **Charles Morris Hall**

20.1 **Play Park Membrane** –quote deferred to budget meeting.

21. **HIGHFIELD TRUST -**

22. **HIGHWAYS**

22.1 **Footpaths and Bridleways** –. Footpath Wilkins Green Lane to Hatfield Road has been reported to Julian Thornton (HCC) because of overhanging branches O'Connors are being asked to attend –their responsibility

22.2 **Parish Paths Partnership** – Cllr Brazier reported work on clearance continues

22.3 **Highways** –the clerk to request removal of water bollards by bridge, and broken bollard on High Street.

22.4 **Amenity Grass cutting** Clerk to write to O'Connors on missed areas, also regarding replacement of dead/damaged amenity trees on Smallford Lane.

22.5 **New Highways partnership** To note content of letter about new Partnership and contacts

23. **VILLAGE HALL - COUNCIL OWNED (OR TRUSTEE) BUILDINGS**

23.1 **Village Hall** - The Village Hall Council made available minutes of VHC meeting.

24. **CHARLES MORRIS HALL - COUNCIL OWNED (OR TRUSTEE) BUILDINGS**

24.1 **Goals** – Dave Rodway reports that Residents do not want full size goals. Members did not want goals advertised and sold, no other goals can be provided.

25. **OUTSIDE ORGANISATIONS**

25.1

Herts. Constabulary	Questionnaire by 20 Sept	To Cllr Falk
Hospice of St Francis (Berkhamsted)	Beaujolais-champagne Challenge 2002	Information on sponsorship funding
Harpenden Town Council	Forum	Newsletter
Society of Local Council clerks	Revised constitution and rules Notice of AGM and special meeting 20 October 2002 (Harrogate)	Clerk
CDA	Notice of and Invitation to AGM 3 October 2002	
CPRE	Volunteers Conference	A day of discussion & debate 23 November 2002 (London)

London Green Belt Council	RTPI Paper 'Modernising the Green Belts'	Cllr Crump
Trestle Theatre	Newsletter 27	
Herts & Middx Wildlife Trusts	Life for bittern appeal	
The Fund for the Future	Mayors Fund Newsletter 1	
Herts CC	Environmental Matters	Newsletter
CVS	September Newsletter	
Clerks and Councils Direct	September Journal	
HALC	Parish Information	Radio 4 transcript of You and Yours Programme available New HALC post of Liaison/PR Officer advertised
Herts CC	Travelwise Bulletin and Wiseup!	
St Albans District Assn of Parish Councils	Agenda for 8 October	To Cllr Brazier

26. ST. ALBANS CITY AND DISTRICT COUNCIL

26.1

Committee	Details	Reviewed by	Action/Effect on CHPC
Plans (South)	Agenda 16 Sept & Mins 19 Aug	To Cllr Falk	
Licensing and General Purposes Cttee	Agenda for 26 September	Includes Parish Review-SADC are still awaiting confirmation from the Office of the Deputy Prime Minister but it is anticipated boundary changes will occur in May 2003	
Parish Liaison Joint Cttee	Meeting on 17 October	Invitation to submit items – passed to Cllr Brazier	
Standards Cttee	Meeting on 25 Sept	Agenda passed to Cllr Brazier (Agenda arrived very late)	
Cabinet	Agenda for 1 October		
District Plan Second Review (Steering Group)	5 September	Cllr Falk attended and report available. Further discussions needed on most items. Recommended that London Colney be classed as a Village possible release of more building land at Napsbury plus some from Green Belt.	
Asset Management and review of Constituion	10 September		
Full Council	18 September		
Executive Forward Plan	Up-date		
Friendship Associations	Agenda for 7 October	Passed to Cllr Brazier	
District Plan Second Review	Agenda for 3 October	Passed to Cllr Falk	
Cabinet	1 October Meeting	Further reports	

27. STAFF AND OFFICE

27.1 Risk Assessment continues

27.2 Training - Parish Groundsman - training in Play Equipment maintenance. The Assistant Clerk to review courses with Royce.

Health and Safety at work. £90 1 day course available from Harvest on 17 October covering 'The current law on H & S at work, responsibilities & duties of employers, insurance issues, ways of involving staff and committee members' Members AGREED Assistant Clerk should attend course.

27.3 Notice Boards/Bus Shelters – Royce asked to do minor repairs. These include getting planks for broken Bus Shelters – Hill End Lane (Near No106) & Hatfield Rd (Nissan Garage)- not done yet. Roofing repairs are required for Hatfield Rd (Notcutts) and Station Road. As Royce unable to repair roofs members agreed Clerk should get quote from Mr Stayton Notice board repainting/repair of Roestock Lane done today..

The Meeting ended at 10.45PM

Chairman

Signed.....

H. Galk *2/11/02*

PART 11

Minutes

The minutes of the Meeting of 11 September 2002 were signed as a true record of that meeting.

Colney Heath Football Club

At this point Cllr Day withdrew from the debate, as Football Club debtor is a family friend. Members noted letter sent by Chair Cllr Falk and FC response. After discussion the Clerk was asked to draft a letter to the Club stating the Chairman and the Clerk had set out the Council's record of invoices/ receipts and until the Football Club fully respond the Council is unable to move forward.

Clerk –The Clerk wished to make a written response to the letter of reprimand and this will be discussed at the next meeting.

Assistant Clerk –

Other Employees – Warden – Ranger – Gardener e.t.c.

Grievance Procedure –obtained from SADC via e-mail. In spite of the August Break Loraine has not had time to customise these for Colney Heath. .

Alarm Monitoring

The Clerk had received a letter from the monitoring company stating the fees have not been paid and unless received the monitoring will cease. The Council has paid GES Alarms for this service and the Clerk was asked to phone Mike Gibson (she had already faxed him)

df Falk
13/11/02