

PLEASE BRING TO MEETING
ON 10 MAY 2000

COLNEY HEATH PARISH COUNCIL

Minutes of the meeting of Colney Heath Parish Council held at the Village Hall, High Street, Colney Heath, on Wednesday 12 April 2000.

PRESENT Cllr F.S. Ellis (in the Chair)
Cllr I.J. Day
Cllr Mrs S. Defoe
Cllr Mrs H. Falk
Cllr Mrs J. Jeffrey

IN ATTENDANCE Mrs G Moody - Greenleas, Roestock Lane
Mr F Graham - 58 Tollgate Road
Mrs G Graham - 58 Tollgate Road
G Dickinson - 58 Sleafshyde Lane
M Stoker - 130 Roestock Lane
I L Walker - 12 Roestock Lane
W Huckle - 9 Smallford Lane

C. Leggatt - Clerk to the Council
C. Pluck - retiring Clerk to the Council
L. Wenham - Assistant Clerk to the Council

APOLOGIES Cllr C. Brazier (work commitment)
Cllr D. Crump (work commitment)
Cllr. Miss A. Thomas

1. Minutes

The minutes of the meeting held 8 March 2000 were taken as read, confirmed and signed as a true record.

2. Matters Arising

2.1 (7b Recreational Areas - rental of Boissy Park) - the Council's solicitors have indicated that John Photiades has provided two alleged comparables for the rental of recreational land in the region of £700-£800 per annum, although no further detail has been provided. The solicitors have provided the company concerned with the Council's four comparables and a response is awaited.

2.2 (7B Inspection of Play Areas) - RoSPA have provided a quotation for the inspection of play areas at £39.50 per site, provided that the inspections are carried out at the same time as that of the District Council. Before a decision is taken regarding the inspection of play areas, Members **RESOLVED** that further detail is obtained regarding the detail of the inspection and whether any other companies provide a comparable service.

Action Clerk to investigate

2.3 (Public Question Time - Redhall, Roestock Lane - Members received a letter from Trevor Jex, Director of Housing and Leisure Services, in which he provided clarification regarding the use of Redhall for the provision of housing for families who are homeless.

3. Chairman's Announcements

3.1 The Chair informed the meeting that a £50 donation had been given to Cancer Research on behalf of Mrs Lynch, a former Councillor who died recently.

3.2 The Chair acknowledged a letter from Mrs Gillian Graham in which an observation had been made in relation to the Chairman's speech at the recent Annual Parish Meeting relating to the Parish Council's involvement in the Village Hall extension. In Councillor Brazier's absence, the Chair declined to comment on the content of the speech in question and suggested that Councillor Brazier be given the opportunity to respond directly to Mrs Graham upon his return from business abroad. In the meantime the Chair confirmed that any article appearing in the Chronicle would provide a fair commentary in relation to all parties concerned.

Action Clerk to liaise with Cllr Brazier & Chronicle editor

4. Special Business

4.1 Transco Pipeline - final settlement of £5000 from Transco received - this money has already been added to the Common fund.

4.2 Parish Review - the Clerk reported that the District Council had recently held a meeting with Parish Clerks to answer queries regarding the proposed Parish Review. Her understanding was that the District was unlikely to make any radical alterations to the current structure unless requested to do so by a Parish. Cllr Defoe commented that since the last review, work in relation to this area was now being undertaken by a different department within the District Council and, therefore, the Parish would be advised to address its position with regard to Cell Barnes to ensure that all relevant information is available to the Officers now responsible.

Action Cllr Defoe to request paperwork from Mr Fagan at the District Council and liaise with Clerk regarding suitable response.

4.3 Village of the Year Competition - Members were reminded to return completed application forms to the office by 2 May 2000.

All concerned.

5. Finance

5.1 Parish Council Accounts

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Members received copies of all emergency accounts and current accounts, these having previously been circulated to all Councillors. The meeting RESOLVED that the Chairman's action in authorising the signing, out of meeting, of all emergency cheques be confirmed and that cheques be drawn to cover all current accounts.

5.2 Charity of Charles Morris for Allotments Accounts

Caroline Pluck, as Honorary Clerk to the Trustees, presented an up-to-date financial report.

6. Planning

6.1 Arrangements for Viewing Planning Applications - with the advent of the Parish Office it was RESOLVED that in future Planning Applications would be available in the office for viewing by both Members and the Public. Cllr Defoe indicated that she would try to be available at certain times to provide advice.

Action: future planning applications available in Parish Office for viewing

It was further RESOLVED that a map indicating the street names in the Highfield area be made available to Members to assist them when determining their comments with regard to planning applications

Action: Clerk to provide with Minutes

6.2 Planning Applications

Members received the weekly lists of planning applications from St. Albans City & District Council and considered comments collated by the Planning Applications Officer as circulated since the last meeting as follows:

5/00/0424*	31 Cutmore Drive - two storey side ext	No objections
5/00/0427	2 Alban Park, Hatfield Road - rear ext.	No objections
5/00/0441	1a Sleafshyde Lane - change of use	No objections
5/00/0507	80 Tollgate Road - single storey rear ext.	No objections
5/00/0525	65 High Street - single storey side ext.	currently being investigated as a subdivision application
5/00/0568	6 Edison Close	No objections
5/00/0569AB	Sleafshyde Barn - extension to existing building	No objections
5/00/0603	12 Sleafcross Gardens - two storey side and single rear ext.	No objections

* Two objections from the public were noted in respect of this application.

6.3 Appeals and Enforcements

Appeal by Furlong Homes PLC concerning Cooper Yard, Church Lane, Colney Heath will commence at 10am on 4 May in the Council Chamber at the District Council Officers.

DX

6.3 Planning Decisions

The Clerk reported on the following planning decisions received since the last meeting:

5/99/2321	Focus Do-it-all	Approved
5/99/2368	1 Sleapcross Gardens	Refused
5/00/0090	Three Horseshoes, Hatfield Road	Refused
5/00/0217	Hatfield Aerodrome	Approved
5/00/0132A	Three Horseshoes, Hatfield Road	Express Consent
5/00/0131LB	Three Horseshoes, Hatfield Road	Approved
5/00/0120	106 Hill End Lane	Approved
5/00/01611CE	Smallford Nurseries	Refused
5/00/0138	Highways Depot, Wynchlands Crescent	Outline permission given for residential use
5/00/0175	Hill End Lane	Approved

7. Open Spaces

7.1 Colney Heath Common

7.1.1 Common Ranger's Report - Members received the Common Ranger's Report for March and were interested in reading Mr Nash's comment concerning whether or not the Environment Agency returned stocks of fish to the river following their removal when the pipeline was excavated. It was RESOLVED that this question should be posed to the Environment Agency.

Action: Clerk to respond

With regard to fly tipping at Warren Track, it was noted that this is still occurring and this may be due to the fact that the Humana bins (used for the collection of clothes for recycling) are constantly full. It was RESOLVED to contact Andrew Robertson at the District Council for advice. It was suggested that if the posts are installed in this area it will improve the appearance of the track and may have an impact on the fly tipping. If local contractors could be used for this work it would be far more cost effective.

Action: Clerk to liaise with Mr Robertson. Installation of posts to be referred to Common WP

7.1.2 Common Clearance - this took place on 8 April with very little rubbish to clear and a very low turnout.

7.1.3 Vehicle Crossover at Coursers Road - the Solicitor is still investigating the Councils' title deeds and a response is expected shortly.

7.1.4 Land ownership at bottom of Warren Track - in view of work being undertaken at the Mill it was RESOLVED to clarify which land is the responsibility of the Parish Council.

Action: Clerk to investigate

7.1.5 Colney Heath Common Local Nature Reserve Review - the Countryside Management Service have indicated that they will commence work on the common in October for approximately three weeks. Providing they manage their vehicle route and ensure that no water logging takes place, the Parish Council is content with this situation.

Action: Clerk to respond

7.2 Recreational Areas

7.2.1 Smallford Playing Fields - keys have been received from the County Council, which operate the gates and barriers that provide access to the play ground. At the present time the County Council grass cutting contractor is maintaining this piece of land. It was RESOLVED to ask the Parish Council's own grass cutting contractor to provide a quotation for the inclusion of this work with the other grass cutting which he undertakes.

Action: Clerk to write to Mr Paxton

Discussion took place regarding the provision of play equipment in the Smallford area. As well as play equipment, dog bins are also required. Cllr Defoe outlined some suggestions for providing the much-needed equipment as cost effectively as possible. The Clerk suggested that the dog bins could be provided from monies given by Smallford Residents Association some time ago, subject to confirmation. With regard to the provision of play equipment it was RESOLVED to refer this back to the Recreational WP for further consideration.

**Action: Clerk to discuss provision of dog bins with those who have provided funds
Play equipment to be discussed by Recreational WP**

7.2.2 Tyttenhanger Goal Posts - it was noted that these have been delivered and their location needs to be agreed with CMH Management Committee.

Action: Clerk to liaise with CMH

7.3 High Street Recreation Ground

7.3.1 Members were concerned as to the poor state of the tennis courts (broken nets, rubbish and moss).

Action: Mr Paxton to address

It was RESOLVED that, in view of the fact that the Tennis Attendant has recently resigned, keys and a booking book would now be kept in the office, with Mrs Graham and the School being provided with keys.

Action: Clerk to distribute keys & implement new system

7.3.2 Nedburn have confirmed that they can proceed with the resurfacing of the car park and anticipate a start date in the early summer. It was RESOLVED that a start date in late July would be ideal since the School will be in recess and the car park will, therefore, be in less demand.

Action: Clerk to respond

7.3.3 Cllr Defoe is discussing the installation of a light in the car park with Websters.

Action: Cllr Defoe to pursue

Handwritten initials

7.4 Parish Warden's Report

The report of the Parish Warden was noted. Members noted that the gate at the Community Park had a broken chain and a gatepost at Tyttenhanger (by the Charles Morris Hall) was cracked.

Action: Mr Paxton to address

7.5 Community Park

7.5.1 Kennedy and Donkin have been given permission to clear the ditch adjacent to the A405.

7.5.2 Members RESOLVED to renew the lease at the former Highways Depot. Despite letters from the Parish Council attempting to resolve this issue in 1997, it would appear that a breakdown in communication has meant that a formal lease arrangement was never completed (since the meeting the Clerk has discussed this situation with County Officers who were unaware of the last letter forwarded by the Parish Council).

Action: Clerk to write to County

7.6 Highfield Park Trust

7.6.1 Members received a request from Trestle Theatre Company for a donation toward the restoration of the Hill End Chapel. It was RESOLVED to defer a decision until the next meeting when the Parish Council budget year begins.

Action: Clerk to respond to request

8. Highways

8.1 Public Transport and Highways

8.1.1 It was reported that the County Council has agreed to modify the gateway feature in Coursers Road so that it does not obstruct the footpath.

8.1.2 Members received a letter from David Bean at the District Council in which he explained alterations to the staffing arrangements, which related to Highways and Rights of Way.

8.1.3 Members received a letter from Cllr Clements (Wheathampstead Parish Council) in which he informed the Parish Council that at the next meeting of the St Albans and District Association of Parish Councils, Members would need to elect a representative to represent the Parishes on the Highways Sub Working Group.

**Action: Clerk to brief
Parish Member representative**

8.2 Smallford Trail

Cllr Falk offered to keep a watchful eye on the trail and report any matters of concern to a future meeting.

Action: Cllr Falk

9. Council Owned (or Trustee) Buildings

Q&A

9.1 Village Hall

Cllr Mrs Jeffery reported that the Village Hall extension was now complete. The District Council Millennium Project has agreed to fund the brass plaque, which has now been ordered. The Clerk reported that the Valuations Officer has also provided a valuation for the Hall and Parish Office. Cllr Jeffery is investigating whether the Village Hall can claim back a proportion of the rates.

Action: Cllr Jeffery

11. Outside Organisations

Members were given the opportunity to read the following documents (can be viewed in the Parish Office).

Countryside Management Service	Diary April – June 2000
CVS	News March 2000
HALC	Salaries & Conditions of Service for Parish Clerks Subscription Request Executive Committee Members, Job Description & Nomination Form Parish Information
Harpenden Town Council	Quarterly Newsletter March 2000
Herts County Council	Highways Works Programme
Herts Veteran Tree Survey	Guidance Notes for Recorders
NALC	Local Council Review March 2000
NALC	The Spirit of Best Value
NALC Circular 844	Modernising Planning
St Albans & District Association of Parish Councils	Agenda for meeting 4 April 2000
St Albans City and District Council	Economic Development Strategy 2000/2001
St Albans City and District Council	Best Value Performance Plan 2000/01
St Albans District Footpaths Society	April – July 2000
Travelwise	Bulletin February 2000
Wheathampstead Pump	Newsletter Spring 2000
Sandridge Parish Council	Neighbourhood News
West Herts Health Authority	Health Improvement Programme
SERPLAN	Regional Planning Guidance
Esso	A Walk in the Woods
St Albans District Council	Tourism Guide
Hatfield Quarry	Notification of next meeting

Cllr Defoe indicated that she would read the information from SERPLAN and liaise with the Clerk to provide a response. **Action Cllr Defoe & Clerk**

Cllr Falk agreed to attend the next meeting of the Hatfield Quarry Local Liaison Group to be held at Hatfield Quarry on 11 May. **Action: Cllr Falk (Clerk to confirm her attendance)**

Cllr Jeffery agreed to consider the entry made by the District Council in their Local Parish Tourism Guide and provide to the Clerk any alterations required. **Action: Cllr Jeffery to liaise with Clerk**

11. Staff

11.1 Lorraine Wenham has been appointed as Assistant Clerk and commenced her duties on 10 April.

11.2 The Tennis Court Attendant has notified the Clerk of his resignation. It was **RESOLVED** to take bookings from May onwards at the Parish Office and to review whether this new system is working at the end of the summer. **Action: Clerk to set up system**

11.3 Retirement on ill health grounds – the Clerk reported that the County Council had recommended that if a member of staff needed to retire from the employ of the Parish Council on the grounds of ill health a referral should be made direct to the pension authority for investigation. Members **RESOLVED** to accept this recommendation. **Action: Clerk to respond**

11.4 Car Allowance increases – Members noted that the car allowances for casual and essential use had increased from 1 April. **Action: Clerk to implement**

11.5 Parish Office – it was **RESOLVED** that the Parish Office would be open to the public from 15 May on Monday, Wednesday and Friday from 1-3pm. The Clerk will be available on Monday, Tuesday and Friday from 9 until 3pm and the Assistant Clerk will be available on Monday 11-3pm, Wednesday 11-3pm, Thursday 9.30 – 1.30pm and Friday 12-3pm.

11.6 Provision of Equipment – the Clerk reported that office furniture had been purchased together with a laminator, printer (combines as a fax, copier and scanner) and phone. The Clerk will calculate the cost to the public for using the services available. The phone, email and Internet should be connected soon.

12. St Albans and District Council Committees

Members received the following papers:

Highways & Works Committee – 15 March 2000

District Plan Second Review Members' Steering Group – 23 March 2000

Planning Sub-Committee (south) – 27 March 2000

Planning Committee – 5 April 2000

13. Urgent Business

Members received a copy letter from Cllr Clements (Wheathampstead Parish Council) to Mr Hackford at the District Council concerning a recent simulation exercise, which had taken place at the District Council, designed to investigate new political structures. Members noted Cllr Clements concerns and expressed an interest in being kept informed, although they recognised that it was early days.

Action: Clerk to respond to Cllr Clements

Meeting closed at 10.10pm

Chair.....

Date.....

D. Kim

10th May 2000