

**PLEASE BRING TO MEETING
ON 13 DECEMBER 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 15 November 2000.

PRESENT Cllr F S Ellis (in the Chair)
 Cllr C Brazier
 Cllr J Day
 Cllr Mrs H Falk
 Cllr A Thomas
 Cllr D Crump

IN ATTENDANCE

Mrs D Mayhew – Clerk to the Council
J Moody - Greenleas Roestock Lane
G Cloke - Cutmore Drive

1. **APOLOGIES-** Cllr Mrs J Jeffery - Holiday

2. **MINUTES**

The minutes of the meeting held 11 October 2000 were taken as read, and signed as a correct record

3. **MATTERS ARISING**

3.1 Rental of Boissy Park - a letter has been sent to every resident in Boissy Close with a response slip and sac (13 replies). The replies indicate the park is used frequently and so the lease renewal negotiations will continue and cost will be discussed at the budget meeting. Mr Rodway will place an article in the Chronicle and Ottaways have been asked for more time.

3.2 Inspection of Play Equipment – The full report dated 2nd October was reviewed at the 11th October meeting. The progress made so far listed below was noted.

- 1) 2nd spring mobile with damaged seat has been removed from the High Street Rec. totalling 3 items removed from the park.
- 2) Practicality Brown has delivered 14m3 of Play Bark and Royce is distributing to the parks. Roestock has had 24 bags.
- 3) The Parish Warden has been given a revised time sheet to schedule more raking etc. Both Roestock and Tyttenhanger have been raked.
- 4) The Fence in Roestock Park has been repaired.
- 5) The bolts on the slide have been tightened in Sleafshyde Park and the ladder step replaced. The sharp edges of the climbing frame have been covered with wood.
- 6) Other items are still being investigated - Wickstead are sending an order brochure for spare swing parts.

3.3 Conduct of Local Government Members. The Clerk responded as requested see reply (Paper 11). The Clerk will write to the DC again advising that the council have noted the comments in Paper 11 and agree that the Association of Parish Councils is the best body to select the parish members and they await the terms of reference so they can comment on that.

NS

3.4 Common Management Plan

The council noted the 2000 Management Plan has been copied to R Paxton and C Nash and Kate Maltby has been asked to provide an article for the Chronicle. A letter has been sent to GEM asking them to reconsider the 25.4% rise in cost of Warren Track works, no response as yet.

3.5 Dog LitterBins – The Clerk is still awaiting a response from SDK Kilsyth regarding the use of the bins for possible re siting despite chasing phone calls/letters. New bins will be discussed at the budget meeting.

3.6 Gate off Warren Track Farm - The Clerk has written to Mr Paxton Sr. stating Members grant permission for him to install a gate from his land at his expense.

4. CHAIRMAN'S SPECIAL ANNOUNCEMENTS

The Chairman to report any items which have been notified to him since the last meeting: The notice of Vacancy expired on Thursday 9th November a request for an election was received by the District Council with the required 10 signatures from Mrs Gerry Cloke of Cutmore Dr. (Cons). The Election will be held on 14th December and the DC must receive nominations by 17th November. The DC will deal with all aspects of the election but the PC will be invoiced for the cost.

5. SPECIAL & NEW BUSINESS

5.1 Police Surgery - PC Lane reported that nobody turned up for the Police Surgery that took place on Saturday 30 October. The next one is 25 November - (**Paper 1**) the police wish to try being available in a local shop instead of the hall because of the lack of success. The Council agree that a visible presence would be better and suggest the Clerk advise PC Lane to walk around the Parish and visit local shops during the surgery time.

5.2 Women's Royal Voluntary Service - A letter dated 4th October 2000 is requesting a grant from the Parish Council to support work in the local community. (**Paper 2**). The council will not provide a grant for the above, clerk to advise.

5.3 CDA Request for Survey by Parish Council - Letter dated 18th October asks if the PC can do a survey at the Councils expense to establish whether there is a need for local affordable housing in Colney Heath (**Paper 3**). The council does not feel the need for a survey in this Parish, clerk will advise.

5.4 Allotment Strategy Meeting - on 22nd November a Councillor has been invited to attend, nobody indicated they would attend.

6. FINANCE

6.1 Parish Council Accounts

Members received copies of all emergency and current accounts (**Paper 4**). 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. The 4 telephone lines are all being used and the amount per quarter of £138.00 is good value, no further action required.

The storm/floods have resulted in the Parish having to undertake emergency tree work, at its expense. Cllr Brazier was surprised about the lack of DC services/provisions for the flood. The council understands that central government has allocated funds for emergency work. The clerk will write to the DC and ask what future provisions it will make for further flooding and if the PC can apply for money now to off set the expense incurred.

6.2 Charity of Charles Morris for Allotments Accounts

Debra Mayhew, as Honorary Clerk to the Trustees, presented an up to date financial Report (Paper 4).

6.3 1999/2000 Audit – needs to be finalised, the clerk will write/telephone the auditors to ask them to finish this work and return the PC documents.

6.4 HALC Copy of DETR Green Paper Annex J- Review of the local government finance system/funding comments on the paper have been sent to NALC.

7. PLANNING

7.1 Planning Applications

Members received the weekly lists of planning applications from St Albans District Council and letters of objection forwarded to the District Council when instructed.

APPL NO.	APPLICATION	ADDRESS	COMMENT
5/00/1858	Cert. Of Lawfulness	54 Oaklands lane Smallford	No Objections
5/00/1864	Conservatory	45 Russet Drive St Albans	Comments
5/00/1868	Two storey extension	506 Hatfield Rd	No Objections
5/00/1874	Summer House	8 Grafton Close St Albans	Objection
5/00/1896	Deemed application On appeal	Land off Coursers Rd	
5/00/1954	Erection equipment Telecommunications	Land r/o Highfield Clinic	
5/00/1966	Land use as waste Transfer station	Station Yard Smallford	Objections
5/00/1998-99	Deemed application on appeal	Land Adj. Rose Cottage Sleepshyde	
5/00/2016	Two storey rear/single Side extension	526 Hatfield Rd	No Objections
5/00/2059	Rear extension, dormer & Conversion garage	65b Colney Heath Lane	No Objections
5/00/2087	Construction Highway	Princess Diana Drive	No Objections
5/00/2088	Erection 41 Houses	Land Princess Diana Drive	Objections
5/00/2110	2 storey side/single rear extension/conservatory	33 High field Lane Tyttenhanger	

Cllr Falk reported on the action taken on the application for a waste transfer station at Smallford that is causing local resident concern. The PC has taken all possible action to make its objections known and written twice to DC planning and CC.

7.2 Appeals and Enforcement Notices - None.

7.3 Planning Decisions

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

5/00/1816	24 Wynches Farm Drive	Conservatory and garden shed permitted with conditions
5/00/1783	13 Princess Diana Drive	Garden shed permitted With conditions
5/00/1462	Nicholas Breakspear RC School	Provision of pitched roof to main school building

		Permitted with conditions
5/00/1640	31 Colney Heath Lane	Erection of double garage (retrospective) permitted with conditions
5/00/1578	108 Roestock Lane Colney Heath	First floor side and re extn. refused
5/00/1864	45 Russet Drive St Albans	Conservatory - Refused
5/11/1613	31 Cutmore Drive Colney Heath	Single storey side extension - permitted with conditions
5/11/1680	50 Russet Drive St Albans	Conservatory - permitted with conditions
5/00/1657	9 Chivenor Place St Albans	Detached garage - permitted with conditions
5/00/1646	24 Sleapcross Gdns Smallford	Two storey side & rear, single front & rear extensions - permitted with conditions
5/00/1508	Coopers yard Church Lane Colney Heath	Erection of 12 detached dwellings, new access road - Permitted with conditions
5/00/1868	506 Hatfield Rd St Albans	First floor & two storey side extension - permitted with conditions
5/00/1448	Land Adj. 18 St Barts Close St Albans	Change of use to private enclosed garden - Permitted with conditions

8. PUBLIC QUESTION TIME - 9 to 9.10pm (Council providing refreshments)

Members of the public are invited to raise issues and ask questions while refreshments are served.

9. OPEN SPACES

9.1 Colney Heath Common

9.1.1 Common Rangers Report - The Common Ranger's Report for November was noted the issues raised discussed (**Paper 5**). Cllr Brazier reported that the police do not want any more calls about the horses on the common and the RSPCA will only come out if the animals are distressed. Cllr Crump suggested a letter to the Chief Executive DC and it was agreed the clerk would write and ask for their advice on how to deal with this problem.

9.1.2. Dudley Wood Commemorative Bench - The Clerk is investigating the cost of a matching bench. Cllr Brazier advised the 'Gap' was a suitable site and will show the exact spot once the bench is purchased.

9.1.3 CMS Works to the Common - The lockable bollards are now in place.

9.1.4 CMS and additional funding - Help have advised project acceptance for funding the restoration to a maximum of £1250.00 subject to two conditions and the filling in of a form. (**Paper 6**). The letter/form has been copied to Kate Maltby to complete.

9.1.5 Painting of Coal Posts on the Common - Quote awaited from Mr Stayton, council advised the work should be deferred to the spring.

9.2 Recreational Areas

9.2.1 The Council noted the Parish Wardens report/time sheet (**Paper 7**) and discussed his recommendations. Cllr Crump asked the clerk to clarify the hours spent each week at the football club and ensure more hours were put in at other parks, also painting of some play equipment is required.

9.2.2 High Street Recreation Ground

9.2.2.1 Colney Heath Football Club - A meeting was held on 30th October with the football club attended by the Chairman Cllr Ellis and Cllr Brazier. The payments due and received were discussed and the outcome will be reported at the budget meeting. The football club asked for pitch fees to be paid at the end of the football season.

9.2.3 Community Park - No developments in renewing lease.

9.2.4 Roestock Park - The following 2 quotes have been received for car park lighting:
Webster's - Amount not known

NLA Services - £1810.60 (PC £350.00) plus VAT letter of 19th October 2000 (**Paper 8**).
A telephone call from the Scouts in response to a request for information stated they are not willing to pay towards the lighting, which they believe is wanted by the Parish Council to deter vandals in the Park. Clerk will contact the police to ask their advice on whether the light would discourage this and will also await the scout's letter indicating what form of lighting they wanted.

9.2.5 Boissy Park - Rental discussed under Point 3.1.

9.2.6 Smallford Play Area and Dog Walk - SDK Kilsyth refuse to install bins unless provided with site plan of utilities (a Health and Safety Issue). The Clerk is attempting to get a plan from CC (it may also be required when the play equipment is installed).
Costing of play equipment is to be brought forward to November budget meeting. The council does not want any further quotes but confirmation that the old quote stands and the equipment meets new European legislation.

9.2.7 Sleafshyde Play area and Pond - Waiting CMS advise from Steve Marshall about clearance of the outer pond area. Council asked that R Paxton parish warden clear the surrounding area.

9.2.8 Gloucester Field - No developments on lease.

9.3 Highfield Trust -

10. HIGHWAYS

10.1 Report on Meeting of St Albans Safety Forum - (**Paper 9**) on 1st November 2000, Cllr Falk represented the parish. Cllr Falk commented further that nothing came out of the meeting and the type of meeting may change for the next time. Cllr Falk will also see the clerk about writing a letter of complaint about the poor response to telephone calls.

10.2 Smallford Trail - confirmed O'Connors clear rubbish on the track and generally good condition.

10.3 Footpaths and Bridleways - Cllr Brazier gave the clerk letters concerning the misuse of footpaths by motorised vehicles. This is a police matter and they should be informed of any future misuse.

10.4 Public Highways - Cherry trees at Firwood were advised to Royce that they are dying, he reported that at present they do not present a falling hazard but may need felling before too long. Council advised these are the DC responsibility.

11. COUNCIL OWNED (OR TRUSTEE) BUILDINGS

11.1 Village Hall - Cllr Jeffrey tabled a report (**Paper 12**), council noted and discussed the contents. The Roestock Park problem was discussed and bylaws may need to be checked. Council agreed the clerk would write to Superintendent Allison Roome-Gifford of the police and ask what they will do.

11.2 Charles Morris Hall

11.2.1 Subsidence - No further developments to report.

11.2.2 Paving - Members await report from Cttee regarding paving quote versus tarmac. The only quote the Clerk can find is from Nedburn Properties Ltd on 26th January 1999 for £1135.60 plus Vat for a new surface for path. No further developments have occurred.

11.2.3 Bollards -now installed.

11.2.4 Goal Posts clarification is awaited on whether the CMMH Committee want the goal post erected.(Messrs Parish and Scott)

11.2.5 A key for the rubbish bin has been handed to Mr Scott.

12. OUTSIDE ORGANISATIONS

12.1

Cathedral Quarter	News Sheet
CDA	Autumn Hedgehog
City Centre News	News Sheet
CPRE VOICE	Autumn newsletter
Essex Wildlife Trust	Notes on Abbott's Hill Farm Project
HALC Parish Information *	*To note on Vehicular Access across Common Land, purchasing rights & Audit practice.
Herts CC Social Services Memo	Herts. Better Care Higher Standards Charter
London Green Belt Council	AGM Notification 23 November, Westminster
London Green Belt Council	Agenda and Notes on Mayors Planning Powers
NALC	Amendments to Conditions of Service (Green Book) (Held in Office)
National Playing Fields	Best Play Project Report
Neighbourhood News	Sandridge News letter
NHS	Business Plan Summary 200-2001
Open Space	Open Spaces Soc. Autumn News
SAD Footpaths Society	New Walks Book
St Albans Community Safety Consultation Forum	Notes of Redbourn Public Meeting and Wheathampstead Public Meeting
Wildlife Matters	Autumn News and raffle tickets
Colney Heath Twinning Assoc.	October Newsletter
The Majors Charity Fund	Charity jazz concert 26/1/01
Watling Chase Community Forest	Forest news autumn 2000

12.2 Appointment - of Cllr Defoe replacement on the HALC Committee was deferred and clerk will contact S Defoe to advise if required.

13 STAFF AND OFFICE

13.1 Rubbish Disposal - The Parish warden is unable to use the council tips because these are for domestic use only. At present the rubbish is being burned at the Warren farm. The Clerk has investigated alternative methods of disposal and reports the following: in the past MRS have been employed on an ad hoc basis to clear rubbish. SADC state that Cleanaway or Onyx may also be able to assist. Cllr Falk will investigate where contractors normally dispose of rubbish and the clerk will write to the DC Technical Services and ask their advice.

13.2 NALC -Application form for induction course sent and booklets received.

13.3 SLCC - The Clerk has joined and will attend a finance/VAT seminar on 23rd of November in Hatfield.

13.4 Parish Council Notice Boards - The Clerk is still investigating the use of the £416.00 budget to improve/replace notice boards as necessary.

13.5 Zurich Insurance – The amount will be paid for the policy but members questioned the amount and cover. The clerk will contact the company to get an explanation of the cost and breakdown of cover.

13.6 Parish matters article for the chronicle – Cllr Day volunteered to write the article.

14 ST. ALBANS CITY AND DISTRICT COUNCIL

14.1

Assn. Of Parish Councils	Agenda and minutes
Calendar of Meetings	Nov 2000 to May 2001
Community Safety Forum	Agenda 1 November and previous minutes
Council Meeting (Full)	Agenda 8 November and previous minutes
District Councillor Directory	
Economic and Development Strategy 2000/2001	Collation of views and comments
Festival and Millennium Committee	Agenda 17 October and previous minutes
Housing Liaison Sub-Committee	Minutes of 29 March 2000
Housing Liaison Sub-Committee and District Plan Steering Group	Agenda 18 October and previous Minutes
Parish Liaison Joint Committee *	Agenda 31 October and previous minutes * To note Parish timber bus shelter DC Cleaning & Conduct Govt. Members.
Plans South	Agenda 23 October and Minutes 2 October
Road Safety Advisory Committee	Minutes of 17 October and resignation from Martin Sears Traffic Management Officer
Road Safety Committee	Agenda 17 October and previous minutes
Festival and Millennium Committee	Minutes of meeting 17 October
Plans South	Agenda 13 November and minutes 23 October
Herts CC & DC Joint Community Govt. Forum	Minutes 26 September & next meeting 12/12/00

14.2 Committee representatives from Parish - Cllr Defoe needs to be replaced on the following Committees: Parish Liaison Joint Committee (Last meeting 31/10/00) and Joint Community Government Forum (Next meeting 12/12/00). The appointments will be deferred to the annual general meeting.

15. URGENT BUSINESS

15.1 Parcels for Senior Citizens - Mr Stayton is happy to distribute boxes to delivers. Mr Walker happy to deliver this year to Cllr Jeffrey's 'customers'. Letter sent to all distributors asking if they will be able to assist this year- relies positive so far. Several amendments to the list of recipients have been received - please let me know of any further changes. The Purchase of biscuits is being investigated.

15.2 Parish Council Christmas Cards – Council advised clerk only a few cards required for staff, DC & CC councillors for Colney Heath.

The Meeting closed at 10.00PM

Chair..........

Date.....25-01-01.....

PART II BUSINESS

CONFIDENTIAL

1. **William Huckle - (Paper 10)** - NALC have faxed a letter dated 13th October concerning the responsibilities of the Parish Council to its employee. It confirms the previous view on his position and an agreement between William and the Council on his employment will need to be reached when he returns to the local area. The November wage cheque will be paid less the allowances totalling £71.80. Williams's father called on the 14th November advising William was arriving home that day. Visitors are welcome but please telephone first (823051). The cage is still on Williams's leg and it could be on for 1 year making working impossible. Council noted the above and advised to pay full pay until the end of the year, it would reduce to half pay after that. Cllr Brazier indicated he would visit William.



26.01.01