

**MINUTES OF THE FULL COLNEY HEATH PARISH COUNCIL HELD AT THE
VILLAGE HALL ON THURSDAY 6th MAY 2004 AT 7.30pm**

Present;- Cllr's J Day-Chair-C Brazier-Cllr D Clarke-Cllr D Crump-Cllr S Hall
Cllr G Rump-Cllr M Corley- Cllr P Reeves

Clerk;- Mr J E Dean

Public Attendance- Mr D Becker, M Butler, G Moody, A Sasiak.

Presentation Mr John Hedges Abbey Business

A Part 2 followed this meeting where no Public or Press are allowed to be present.

1. APOLOGIES and ANNOUNCEMENTS;-

Cllr J Henchley-in hospital-long term

2. DECLARATIONS;-

There were no declarations-other than Cllr M Corley on Vital Villages.

3. MINUTES

The Minutes of the meeting held on 1ST April 2004 were accepted as correct

Proposed by- Cllr Clarke

Seconded by- Cllr Corley

Approved by all present

MATTTERS ARISING FROM THE MINUTES

The Chairman noted after point 10-8 as possibly out of context, on examination this is possible following comments that some hedging has been planted in this area. The Clerk has put an addendum after 10.8 concerning corrections requested by Cllr Crump. (We could view this on Sunday 23rd May to clarify).

4. CHAIRMANS ANNOUNCEMENTS

The new Chairman Cllr Crump welcomed Mr Reeves to the Council on behalf of the members and hoped that he enjoyed his term with the council, members agreed. It was also noted that Cllr Reeves had served the Parish previously. Clerk reported he had come to the office completed statutory formal declaration, received a copy of the standing orders and would be deemed to be representing Colney Heath Ward. The original 1947 book was also signed at the meeting.

Cllr Crump said that he would suggest we try prune some of the perpetual items that were going nowhere on the agenda. An informal meeting had been held with the Clerk, Cllr Rump, Cllr Brazier, and passed chairman Cllr Day on the 4th May and all agreed this to be a suggestion to members at this meeting. The Clerk readily agreed this would help streamline and prioritise the workload of the administration, which still needs more work to recover past neglect and task new systems for the future.

CORRESPONDANCE

The Clerk wished the members to note the following, Cllr Crump gave a brief overview to each item, copies of which had been circulated previously-

DA Crump

LETTER FROM LEFARGE 20 April 2004

Members were aware of the issues explained in the letter, although there were possibly some other circumstances not quite correct according to Cllr Brazier. Our past payments for stone and surface dressing, making up the land etc. The Clerk said that conversations since raising this at the last meeting with the Land Director were amicable and his corporate brief is to regularise the lease. However there was a resolve time scale the affect might influence school and FC. It was agreed to give the Clerk authority to send a letter requesting legal advice.

ANNUAL PARISH MEETING

It was noted that the Annual Parish Meeting was a success; Council appreciated all who participated with tabletop information. Thanks to the Charles Morris Hall for allowing the free use and facilities. Clerk to send letter.

WHEATHAMPSTEAD P.C

The Clerk mentioned that a letter of condolence had been sent from the Parish Council regarding the late Cllr J Edwards Chairman who passed away recently.

5. URGENT BUSINESS-COURSERS ROAD SITE (Metropolitan Green Belt)

An update given to members and those present and public particularly interested. The matters of Coursers Road remain the High Court enforcement against Messrs Daniels Robb and others comes into effect on the 12th June 2004. At this stage the Parish Council are not at liberty to add further to this official and legal statement. A letter sent by the Clerk to AVDC legal team, suggesting a retribution vehicle for cost recovery of public money. Response 23/4 indicated this would not be possible.

HIGHFIELD TRUST

Cllr Crump had brought the matter of having to complete a Directorship declaration and was concerned of the legal implications. The Clerk stated that he would contact the insurers to verify that our public liability would include this. After all he was as a member representing the Council on that particular Charity Board. It was seen that the director's declaration was a formality of the trust to clarify with the secretary.

CRIME REPORT

Cllr Crump stated recent media publicity following the SADCmembers service statistics had produced increased figures for the area, he requested Clerk to update following recent discussions with PC Reynolds in the office. Clerk said that it was probable the increase of 41% was a direct relationship between the proximity of the A414. Other possible influences are new liquor sales at the Garage, Sava Centre and incidents of "bilking" driving off without paying. Collusion was also fairly commonplace in some circumstances. Under the new Home Office guidelines all were recorded in various categories if not investigated. PC Reynolds could not support higher crime than usual within the village, local or surrounding areas of Colney Heath. Petty theft bilking, car break-ins, drugs etc are a national problem. Regrettably St Albans had a 38% overall increase in last year. Staff changes will release PC Reynolds from other duties, more time for us we hope

LETTER WAYLEAVE 67 HIGH STREET

Application for renewal of Way leave access, Clerk has written to applicant advising that a temporary Way leave can be granted subject to cancellation at any time the new act 2002-no 1711 comes into force. Letter sent to Solicitor R H Lloyd & Co. This act will soon require a legal document and a fee of between ½%-2% (RTA 1930) on value, no Parish Councils are imposing yet due to legal questions.

6. SPECIAL & NEW BUSINESS

6.1 SMALLFORD

The Clerk reported that responses remain disappointing with staff on long term leave -no information. We were advised months ago news in 6-8 weeks. Matter on-going.

6.2 VITAL VILLAGES PLAN & MATTERS TO DATE

Executive Committee report circulated, full details contained therein. Cllr Corley reported the arrangements were running about 2/3 weeks late, the children's poster competition had been organised Other matters from 5th May meeting, Assistant Clerk and Clerk had been invited to judge the competition.

Current balance in the V/Villages account is £1579.21 (Assistant Clerk taking note)

The Clerk advised payment of qualifying grant aid would be on or after 21st May.

Cllr Corley said a cheese and wine is to be arranged on June 9th for helpers.

6.3 YOUTH CLUB

Cllr Brazier advised members of an incident in the club on 10th May, it was isolated and effectively dealt with by the Youth Worker, parents of the offender had since been advised and a restriction was in place. Otherwise all was running quite well. The Asst Clerk to date had received £103.05 in membership fees, £10.55 have been spent leaving a current balance of £92.50 this was to be banked in a separate new account.

6.4 SMALLFORD RESIDENTS

If no further reports come in this will be removed.

6.5 ST ALBANS NEW CARNIVAL

Cllr Crump advise members we had received the proposal form, Clerk has asked if a working party can be set up as there was not much time. Was it positive that the Church and Vital Villages were to participate. Application should be completed, in order to get £250. Ms M Butler mentioned there was interest from WI and a meeting was planned for 13th May, agreeing to contact the Clerk on the following day. Clerk to advise and discuss with Mr Hooper of Church. The application will have the full support of the Parish Council. *Ullswater*

PRESENTATION BY MR JOHN HEDGES from ABBEY BUSINESS on Banking and Investment matters- Reserves investment over a fixed period & options.

7.

7.1 FINANCE

Clerk provided details of income and expenditure on a new format excel in preparation for the accounts to be published by month as income and expenditure. By quarter for VAT repayment and Budget analysis, all figures are to be noted as progressive to the end of the quarter period.

INCOME

See attached payment sheet- pink paper (new)

7.2 BASIC AUDIT OF ACCOUNTS PARISH YEAR 2002-3

Members had past approved the external auditor, Haynes Watts. Clerk has requested a quote from PJ Associates who is doing several area P/Councils

7.3 END OF YEAR VAT RETURNS

Clerk is in the process of completing to present a whole year, time consuming checking is needed to ensure none missed; provisional Vat is about £6100 so far.

7.4 BANK ACCOUNTS-SIGNATORIES

Cllr Rump to complete this personal task with credentials to branch.

Here follows account balances-

STATEMENT OF BANK ACCOUNTS

GENERAL ACCOUNT

BALANCES AT DATES INDICATED

	£	
Current Account 21/04/04	1026.93	
Business Reserve 21/04/04	615.50	
Capital Reserve 16/05/04	65502.31	
Wages Account 17/05/04	1695.20	
Map - current account 03/03/04	21.31	
Map - business reserve 21/04/04	429.91	
Total		<u>69291.16</u>

Included in Capital Reserve

Account:

	£
Common Trust	26836.00
Total excess reserve from Mar 03	47744.00
Totals	<u>74580.00</u>

Noted by members present

7.5 PENSIONS

Pension matters leave us now with one employee liability, past contributions are to be closed off to 31.03.04-period-2003/4 shortly and IT net advised accordingly.

7.6 BUDGET AND PRECEPT

The sum of £114.750 is now in the reserve account at NW although a statement has not been seen, consideration for finance committee to take investment plan forward for £100k next 3 months. This should leave adequate in hand for cash flow and wages to end of August-Current requirement- £11-12k pcm.

7.7 SAGE PAYROLL

Clerk advises this will be running alongside a manual system for a few months. Staff are to be requested to provide D.O.B and NI numbers for payroll records.

7.8 GRANT AID

In line with our agreed budget plans the following will be sent cheques on or after 21st May, and not 10th as originally suggested. Those receiving are;-

Girl Guides	£ 500.00 Cheque No. 3211
Vital Villages	£ 500.00 Cheque No. 3212
Colney Heath FC (50% now 50% October)	£ 750.00 Cheque No. 3213
Charles Morris Hall	£1250.00 Cheque No.3214

JPC

Total £3000.00

Other regular applications not formalised.
Colney Heath Old Friends Club
WI Citizens Party

£ 110.00 Cheque No.3215
£ 120.00 Pay on request.

Total £ 330.00

These will be added to the May expenditure list.

8. PLANNING

Members reviewed the weekly lists-

8.1 APPLICATIONS

5/04/0597	6 Honeycroft Drive	Single storey side extension	Objected. Contravene Green Belt policy.
5/04/0582	26 Starlight Way	Rear Conservatory	No Objection (See Attached sheet).
5/04/0628	28 Tyttenhanger green	Two Storey side extension	No Objection
5/04/0640	33 Highfield Lane	Installation of first floor side window	No Objection
5/04/0662	2 Starlight Way	Ground Floor side extension	Objected. Large extension - Green Belt policy.
5/04/0703	Redhall Roestock Lane	Demolition of existing building and erection of three detached dwellings and vehicle crossover	With Cllr Brazier
5/04/0702	327 Camp Road	Two storey rear extension	With Cllr Brazier
Application for Transfer	Night & Day Convenience Store Totalfina Elf	Notice Application 6 May 2004	With Cllr Brazier
5/04/0754	125 Colney Heath Lane	Garage Conversion 1st Floor extension and rear conservatory	With Cllr Brazier
5/04/0805	22 Drakes Drive	Two and single storey front, side and rear extension and detached garage.	With Cllr Brazier
5/04/0822	10 Puddingstone Drive	Single storey rear extension	With Cllr Brazier
5/04/0819	Land to Rear of 9 Bullens Green Lane	Replacement for Class B2 and Class B8	With Cllr Brazier
5/04/0833	41 Meadway	Two storey side extension	With Cllr Brazier
5/04/0825C P	Highfield Park Local Centre Site, Hill End	Removal of disused steam pipe	With Cllr Brazier
5/04/0826	81 Station Road	Single storey front and first floor side extension, integral garage and rear dormer window	With Cllr Brazier

8.2 APPEALS AND ENFORCEMENT NOTICES

(This heading is to give members a response opportunity to specifically note any Appeal, Inquiry or Inspector referrals on past planning applications.)

COURSERS ROAD

Town & Country planning act 1990 s/187B-Nukies Fm Coursers Rd- Enforcement

HIGHFIELD CLINIC

Decisions deferred

PLOT 2 THE PADDOCKS COLNEY HEATH

No change-known to members regarding additional pitch sites within the area

28 Tyttenhanger Lane-5/04/0628 Cllr Day to do a site visit and advise W/Party Council to consider neighbour views.

2 Starlight Way-5/04/00662 considered oversize extension, Objection still stands

Redhall Roestock Lane 5/04/0703 Cllr Brazier suggests Working Party views the position and size relative to demolition of current building. Might be beyond their remit-best left to dev control decision

Glinwell Plc Hearing

The Oak House-Appeal- PC object to this application

Little Orchard Roestock Lane APP/B1930/A/04/1138968

No news on this application

Letter sent to Sec of State to assist this exceptional worthy case. CHPC-support.

14 Church Croft Colney Heath

Appeal in process

Highfield Clinic

Letter to be sent by Clerk to Mr Goodman SADC Planning-re issues on this Cllr Reeves asked about GB issues on planning restrictions, Cllr Brazier responded that these had seemingly been completely abandoned now, as up to 40% residents had applied for conservatories or extensions. SADC supported taking out of GB.

Land Rear of 9 Bullens Green Lane-5/04/0819 Cllr Brazier to query changes data Re class B2-B8?

Delegation of Planning Decisions

Members requested Clerk to send a Letter to Town Clerk Harpenden Ms A Pack declaring full support for efforts on latest changes SADC Dev Control planning decision process.

Affordable Housing

A topic for future agenda's will also need a design statement

8.3 PLANNING DECISIONS

5/04/0311	Oakleigh 65b Colney Heath Lane	Erection of detached garage	Planning Permission
5/04/0195	Land at 34 Roestock Lane	Erection of two detached dwelling	Planning Refusal
5/04/0465	41 Meadway	Two storey side extension	Planning Refusal
5/04/0323	70 Puddingstone Drive	Side Conservatory	Planning Permitted
5/04/0320	14 High Street (Village Shop)	New shopfront and	Planning Permitted

Handwritten signature/initials

		shutters	
5/04/0370	100 Puddingstone Drive	Conservatory	Planning Permitted
5/04/0392	The Highfield Surgery 20 Hill End Lane	Erection of Doctors Surgery for temp period	Planning Permitted
5/03/1902	Highfield Park Local Centre site Hill End Lane	Local centre comprising Doctors surgery, shops and residential development with access and car parking	Reserved Matters Approval
5/04/0498	22 Newfield Way	Rear Conservatory	Planning Permitted
5/04/0384	68 Puddingstone Drive	Rear Conservatory	Planning Permitted
5/04/0139	14 Starlight Way	Single storey front extension part two storey part first floor side and single storey rear extension	Planning Refusal
5/04/03221	1 Sleepshyde Lane	Two storey side extension	Planning Permitted

8.4 PLANNING ON THE WEB

Longer term consideration regarding operating a site at P/Council offices

8.5 AIR QUALITY ACTION PLAN

Clerk sent for papers-meeting on 6/04/04-members to be circulated later

8.6 LICENSING

Application from Total Fina Garage-Clerk requested copy of BCI Certificate from Solicitors applying- Members not in agreement with granting Licence, considered inappropriate location for the sale of alcohol.

9 PUBLIC QUESTION TIME-deferred to later

Again the interest in Coursers Road, past covered with current legal procedure.

10. COMMONS & PUBLIC OPEN SPACES

Parish Warden Report submitted-circulated to members-mainly reports litter collection increasing, removed 29 fly tipped-tyres Warren Track-old carpet High St Rec. Installed B/Ball net in Roestock Park.

10.2 TRV WATER PIPELINE-EASMENT

Matter is static, awaiting response to Three Valleys, grant way leave for Two Thousand Pounds and costs paid by TRV Water for Easement Rights in perpetuity.

10.3 MONITORING TRANSCO PIPELINE

No further matters to report other than Cllr Brazier added contractor O'Connor has been requested to quote for weeding along route, this will be paid for by Transco.

10.4 WARREN TRACK ACCESS

Clerk advised members that he was waiting response from the HCC rights of way (Mr J Thornton) over the implication of gating the track adjacent to common land prescriptive rights may be there as part of Watling Chase. Contractor/Quote in place

10.5 COMMONS STEWARDSHIP- (10.8 last time)

Cllr Brazier was in keeping in contact with project leader Mr Andy Hardstaff, the suggestion was put forward to call a public meeting in July on the subject. Clerk to look into viability arrangements dates to bring to June Meeting-best venue. is the Village Hall. Following on from APM there are several issues, plan, livestock, fencing, future, and most important opinions of Parish in general.

10.6 COLNEY HEATH COMMON- GRASS CUTTING CONTRACT

No reports from Mr Paxton, cutting regime continuing as per contract requirement. Clerk intends to make spot checks, members may wish to do similar checks and report any problems they note to the office.

10.7 NEW BRIDGE

This is a project that Cllr Brazier is overseeing but the current projection is 2006. Clerk has intimated the budget requirement. Matter on-going.

10.8 FLY TIPPING

Clerk informed members that office is now keeping a Fly Tipping log spread sheet noting location, type, and clearance data. Noting instances this month so far.

Correction-LAND AJJOINING CHURCH LANE COLNEY HEATH

Cllr Crump requested members to note there was no suggestion that any land was being reserved inappropriately, Clerk apologised if there was a misunderstanding in the wording of the minutes last time. Checks to be made on the location where some planting has possibly taken place. (This will be clarified on Sunday 23rd May 2004).

11. RECREATIONAL AREAS/PARISH GARDENS REPORTS

The High Street Recreation Ground is the subject of past item, Lafarge land issue. General untidiness in area around FC pavilion noted by Lafarge Land Director. Cllr Brazier has copies of specification for the children's play area to examine- to be returned please when finished-Wickstead inspection soon. Cllr Crump raised the question of the area purchased from Redlands, Clerk to look at reminding CHFC on plans and intentions. Otherwise alternative ideas need to be examined including fencing and the possible proximity of deep water. Several jobs to add to the list such as maintenance etc, Clerk to add to routine job list

11.1 PARISH WARDENS REPORT

Report circulated-

11.2 TENNIS COURTS

Two quotations had been received from contractors to separate court's one and two, remove-re-use and reinstate good fencing, bringing at least one to a good standard. Tree roots and other surface imperfections render court one the least playable in one contractor's opinion. Members to decide after site visit on further action and quotation work acceptance decision. Estimate costs in part 2.

11.3 PARISH GARDENS & PLANTING

April report circulated to members.

11.4 PARK INSPECTIONS

Clerk plans to inventory the equipment in the play areas prior to inspection.

11.5 SIGNS

Signs to be analysed at same time.

12.1 COLNEY HEATH FOOTBALL CLUB

The Clerk reported having completed a complete review of all past information on file including a newly discovered file buried in the computer with a chronological list of all key facts. Members can request a copy if required (6 pages) this has helped to

produce a response to be considered in part two. Cllr Crump stated he wished the whole matter to be resolved once and for all.

12.2 PAVILLION SECUTRITY

Clerk advised the shutters have now been installed, additional work on one door to do, Griffin to complete with engineer team doing a job in Hatfield later this month.

12.3 TENNIS COURT

Members considered the issue of quotes and work in refurbishing one good court, ideally no 2, and court one left open apart from school fence side chain link retained
Two quotes-

Chiltern **£ 2910.00 + vat**

Darfen **£ 3802.00 + vat**

It was resolved that Chiltern Sports to be awarded the job to be completed as soon as possible hopefully prior to Wimbledon. Office to contact local players and advise.

Proposed Cllr Brazier
Seconded Cllr Reeves

13 COMMUNITY PARK

Clerk reported additional land registry fees paid (£65 & £40) to Ottaways Solicitors. Matter ongoing. Suggest completion is not far away.

14 ROESTOCK PARK

New basketball net and backboard purchased and now installed by Mr Paxton. Reports it is regular use by councillors.

14.1-INSPECTION REPORT

A list of equipment is required prior to inspection-Clerk to do a tour asap

15 BOISSY PARK

No further response, Parish Council would consider purchase if owner agrees.

16 SMALLFORD PARK & DOG WALK

Cllr Crump suggested the Clerk notes the condition of the fence when doing his tour of inspection.

17 SLEAPSHYDE PARK

Ongoing matter-as last report-Village inspection to be done- Leisure Logs situation Clerk to send letter.

18 SLEAPSHYDE POND

No report this time-Clerk to check on village tour
Mention of Sleapshyde Triangle Pump & Sign-job for Mr Stayton, Clerk to check what is required-add to job list.

19 GLOUCESTER PARK

Clerk to check on village tour-possible that notices will be required-re dog fouling.

20 TYTTENHANGER PLAYING FIELDS AND PLAY AREA

No report-Clerk to check on village tour

21 HIGHFIELD PARK TRUST

Past reported Cllr Rump is representative, Clerk to clarify legal position if possible.

Cllr Rump handed the Clerk details about the position of the new notice board, an application can now be made to SADC for permission.

22 HIGHWAYS

Build-outs in High Street-Highways Officer Steve Dibbins is responsible for the future action here, Clerk has reported matter to leader Stuart Walmsley.

The verge and car parking matter at Richardson Place was also mentioned, Cllr Brazier said that a budget of £5000 had been put aside at district for improvements. Office to contact Steve Dibbins to request a meeting at CHPC office asap. Tyttenhanger roads were also criticised being full of potholes, Clerk to pass to Highways dedicated "pot hole" web site.

22.1 PUBLIC TRANSPORT

Cllr Corley is arranging the local petition (5 pages) regarding services to be sent to the Clerk for an accompanying letter from the office to the bus company concerned. There is general discontent about the poor service and frequency, also the loss of the evening bus in Colney Heath.

22.2 BUS SHELTERS

The Clerk advised members that a letter had gone to Mr Walmsley regarding the bus shelters (10) that are Parish Council property. We reminded that fact these were not to be considered in the replacement programme being discussed on 28th April committee, to date no reply has been forthcoming. A check to be made in the minutes to confirm our property is acknowledged and no action be taken. It is understood, other ~~At~~ Albans rural parish councils have had similar views to us.

22.2 SMALLFORD TRAIL

Reports of trials motorcycles-Clerk to contact planning at SADC to ask what can be done to prevent. Some tree cutting required-Clerk to do inspection

22.3 PARISH FOOTPATHS & BRIDLEWAYS

Cllr Brazier was to meet with "heavy gang" concerning work required. Clerk has noted the P3 claims to be done, was assured Cllr Brazier would do this. Footpath reports past circulated to members, work progressing on parish's 28km of local paths they are responsible for.

22.4 CLOSURE OF STATION ROAD/SMALLFORD LANE

Cllr Crump pointed out some confusion over this topic in minutes, Clerk had possibly misunderstood the Council directive regarding the white safety posts missing or safety posts, or the location. Clerk to discuss matter and action with Cllr Crump.

INTEGRATED WORK PROGRAMME

Members circulated on local road and services details-closures/works /etc Oaklands Lane is undergoing major works with closure in place.

RICHARDSON PLACE

The verge situation-see topic earlier on highways. (Steve Dibbins meeting)

23 VILLAGE HALL (Parish Council owned building)

Two invoices for fire equipment that had been sent to VHC this has now been paid by the Parish Council. Mistakenly paid by both parties, Clerk in contact with Mrs G Graham to resolve by claiming over payment Total £ 159.00-Landlord Costs? Car Parking and notice situation needs looking into-Cllr Hall to speak with Village Hall Committee.

24 CHARLES MORRIS HALL (Council Owned or Trustee Building)

Matter of trust status transfer not resolved, Clerk to write to CM secretary and request letter to state and define in order to close off Charity Commissions request. Letter from CC unanswered

25 OUTSIDE ORGANISATIONS

Mr Crump stated secondary school places were getting easier at Beumont and Verulam. Past indications for local children, Francis Bacon had transport problems

26 ST ALBANS CITY AND DISTRICT COUNCIL

As previous list noted in agenda advice-members circulated necessary documents or can view in office.

27 STAFF AND OFFICE

The Clerk advised members that an informal meeting with each employee had taken place on 29th April to define duties. Each is to check their expectations and come back with and amendments. (Confidential Matters in Part II)

It was also a chance to review employees pay and conditions to ensure we comply with the employment regulations and Health & Safety and risk assessment etc.

Refer to part 2

27.1 RISK ASSESMENT

Outstanding-graveyard Keeper requested to complete form

27.2 NOTICE BOARDS

Mr Stayton given order to do Highfield.

Clerk is seeking a further board for Parish Office-Hall or exterior-next agenda

27.3 WARDEN TRAINING

Date to be arranged

27.4 POST BOX

A replacement is cut into the wall with secure retaining box.

Clerk to investigate and obtain quotes. Building work.

27.5 LAMP POST ROESTOCK PARK

Now repaired and inspected as satisfactory.

The meeting closed at 10.33 pm-there now began Part 2

JR Crump
9/6/04

PART 2 meeting 6th MAY-2004 Full Council

The part 2 requires no members of public or press be present matters in confidence to Councillors (blue paper)

Cllr Crump proposed the minutes of the part II meeting 1ST April be read as correct
Agreed by all members-

P/2-1 FOOTBALL CLUB

Members reviewed the letter written by the Clerk, with explanations for the contents which had been researched from the past file and other known information. Some of which had been found on a buried computer file by DB that had just been found. It was intended as final statement from the council, to draw a line on the debacle. Members were satisfied with the content agreeing the letter be sent right away. The Clerk said the letter will be delivered by hand on Monday 10th May to the Secretary.

£ 100 still remains outstanding as part of the agreed re-payment schedule to 2003. Clerk has included the facts to the Secretary in the above letter.

P/2-2 BOISSY PARK LEASE

Clerk had nothing further to report, or news from the Solicitors, it was apparent the landowner had arranged for the grass to be cut. (excluded from our grass contract)

P/2-3 MEMORIAL BENCH

Consideration from various e-mails sent by the relatives of the late Mr Harry Hefer requesting a memorial seat on the Common, members agreed this is acceptable. Authority was given for Clerk to contact the family and reach a conclusion to have in place for June meeting. Cost, suggested position, type of seat, family contribution.

P/2-4 PARISH OFFICE

The office was now on broadband, but not without a great deal of disruption and the disconnection of the fax line for over a week. (faxes call diverted to Clerks home)
The whole concept of the possible mis-selling of the service has been agreed by BT after Asst Clerk made facts available to complaints department. We have since been offered three free months broadband £29.99pcm, Clerk is seeking the £100 cost of reinstating fax line is not presented. If received it is intended to dispute, the reason is BT line rental and B/Band are different divisions of the whole corporate.
Decisions cannot be made for one by the other, we do not accept, the installation is very unplanned and left to the line resource and ability of the engineer on the day.

P/2-5 PREPARATION OF BEATING OF THE BOUNDS Sunday 23rd May

Notices and invitations will go out this week, the event is intended for all ages on a route around the common starting at 2.30pm from and returning to the Village Hall
For refreshments after about 1-1/2 hours easy walk.

P/2-6 STAFF-OUTSIDE

Members were advised by the Clerk that wage increases-re minimum wage will be backdated to October in some instances. Others have agreed 3% increase applied
The recent meeting gave an opportunity to discuss terms and conditions and health and safety matters. Each employee has been requested to look at their contracts for a week or two and advise Clerk of any discrepancies. Updated contracts will be presented to Council for review at future council meeting.

P/2-7 HIGHFIELD LANE

Members agreed this had been debated and concluded in past council

Part II- 6 May 02-continued**P/2-8 TENNIS COURTS**

Two quotes for refurbishment members after consideration have agreed to accept Chiltern Sports, Clerk to write acceptance and work to begin as soon as contractor is able to get on site. Cost details were given to members on past meeting.

Proposed;- Cllr Brazier

Seconded;- Cllr Rump

P/2-9 MEETING DATES

Changes made to future meetings to line in with half term and avoid other key dates

New dates are;-

June 9th a Wednesday-Avoids European Elections on 10th

July ?

August-no meetings

September 9th

October ?

P/2-10-LAFARGE LEASE

Matter discussed in open council- owner indicates other matters concerning nearby property declaring interest to purchase some land adjacent. Cllr Crump agreed with Clerk stating some changes may also be required from Football Club, use of land purchased for pitch extension. Otherwise council will take it back and do something else with it. The Clerk said it was the clear intention for Lafarge to request a tidy up at the pavilion area regarding boundary fencing and appearance of their land.

John Dean
Clerk

Meeting ended at 10.45pm