

**MINUTES OF THE FULL COLNEY HEATH PARISH COUNCIL HELD AT THE
VILLAGE HALL ON WEDNESDAY 9th JUNE 2004 AT 7.30pm**

Present;- Cllr's D Crump-Chair-C Brazier-Cllr D Clarke-Cllr J Day-
Cllr J Henchley-Cllr G Rump Vice Chair- Cllr P Reeves

Clerk;- Mr J E Dean

Public Attendance- Mr D Becker, Mrs G Moody

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

1. APOLOGIES;-

Cllr M Corley.- Cllr S Hall.

2. DECLARATIONS;-

Cllr Reeves declared (un-specifically) of knowing the land owner to Boissy Park
The Clerk has acknowledged this and it is noted.

3. MINUTES

The Minutes of the meeting held on 6th May 2004 were accepted as correct

Proposed by- Cllr Clarke

Seconded by- Cllr Rump

Approved by all present

MATTERS ARISING FROM THE MINUTES

Cllr Rump required confirmation we had contacted Dev Control re item on page 6

4. CHAIRMANS ANNOUNCEMENTS

The Chairman Cllr Crump welcomed Cllr J Henchley returning to the Council after his illness, noting that Council had missed his valued contribution to local matters

Cllr Crump announced the sudden death of past Cllr Cox who retired to Oxfordshire and after a short illness had passed away last week. There is to be a memorial service on 30th June at 12 noon at St Marks Church. Joan welcomes anyone wishing to attend. (Note: New information as at 24 June 04).

The Chairman also stated that in view of the long agenda members should accept to move forward with the business if delayed with external responses. Clerk had matters ongoing reporting to members in future meetings when these are resolved.

In line with the suggestion of the Chairman the Clerk has brought forward important items in 5 as *Urgent business and matters arising* to allow debate at an earlier point.
The following items have been received-members were informed at the meeting

INVITATIONS TO MEMBERS – noted from the following organisations

1. Scouts-invitation to presentation evening and BBQ-6th July 7.30pm.
2. CDA Herts presentation-Improving your Village-23 June 9.30am
3. St Albans green space study-meeting/presentation 23rd June 6pm
4. Harvesters FC Presentation Day 3rd July from 1.30pm N/Breakspear Sch
5. HAPTC AGM-Sat 26th June County Hall 10.30am
6. Nat Playing Fields-AGM 24 June at Guildford 1.15pm
7. Tyttenhanger Liaison-passed on 9th June but we should attend next mtg.

Some are rather short notice and at various venues -contact Office for more details

JD Crump

EUROPEAN ELECTIONS

The Clerk announced that we had complied with the formal requirements of the notices posted for village information.

CORRESPONDANCE

Letter from Transco regarding pipeline on our land-dealt with in 10.3

5. URGENT BUSINESS-& MATTERS ARISING

5.1 Highfield Trust-Deferrer to item 21- but Cllr Rump asked if we had contacted Dev Control to ask if this site had completed its planning footprint and closed off all further development. Clerk believed we had called but would check the file.

5.2 Abbey Business-The Finance Committee had agreed to make a transfer £50k of reserves to the new bank and instructed the Clerk to do as soon as possible.

Proposed- Cllr Clarke

Seconded- Cllr Reeves

All in favour

5.3 Lafarge Land Management-Clerk advised this is now with Ottaways who have requested a copy of the deeds to check certain legal points. Director of land at Lafarge is aware of this fact. CHFC will have to be consulted regarding improving general tidiness of area. Overnight parking restrictions will have to be put in place.

5.4 Crime Report- Nothing further to add but latest issue heralds a warning from P.C. Reynolds of a male exposing himself to female dog walkers. Local awareness of walkers on the common, by reporting any incidents to the police immediately.

5.5 Beating of Bounds-The Chairman read a list noted by the Clerk of the issues seen during the walk. This is to be copied to members, and added to the task list. He also thanked the staff for their organisation and tea & cakes on the day attended by 15 adults and children plus the ranger's whippet. On the tour council members collected a sack of litter. Several key issues for future Clerk's attention were noted.

5.6 Transport Petition-Sent to those individuals directly connected with the service arrangements and MP. Some 120 signatures collected, reports made local press.

5.7 Boissy Park-Cllr Brazier and the Clerk had been contacted by the local paper and a report was to be published, the situation remains the same. We have uplifted the surface items, Mr Paxton has them in store. Clerk to cancel dog bin waste there.

5.8 Tyttenhanger Village Sign-Cllr Reeves proposed a sign be purchased, the Chairman said this could be considered at the next budget year. Clerk instructed to obtain village gateway sign information. Costs and location to be examined later.

5.9 Application for Commons Access (Commons & Rights of Way Act 2000)

The Clerk had received an application-Wayleave vehicle access licence from no 67 High Street via R H Lloyd & Co solicitors. Members agreed to grant at usual £5 fee (yearly) but subject to conditions Clerk will note in letter to be sent.

5.10 Harvesters FC Presentation Day-See above, Cllr Crump attending, other members may wish to do so. RSVP to office by 30/06/04-KPM to send names off.

JPV

5.11 Jobs/Task List-Clerk informed members that this had reached over 50 jobs or tasks requiring attention, these to be allocated to complete where possible.

6.0 SPECIAL AND NEW BUSINESS

6.1 Smallford Land Fill site monitoring

Little to add since last time-

Clerk to send letter or E-mail to Maggie Peck at HCC again as no response from past contact and results suggested after 2003-4.-Matter ongoing-KPM to e-mail.

6.2 Vital Villages Plan

Cllr Corley not in attendance this time, but Cllr Crump said forms have now been distributed following meeting on 7th June. These are to be taken to each house and re-collected over next 2-3 weeks. Any completed forms delivered to the office will be place in a cabinet in the community room. The finance situation-current last reported balance was £2079.21. Not including council £500 Grant-& held in PC bank account

6.3 Youth Club

Cllr Brazier gave members an update on the current situation, attendance was still good and a further youth helper had been engaged. Monies received so far amount to £82.00 this will be banked in a parish bank a/c and transferred to new account when opened.

6.4 Smallford Residents Association

Letter of concern over mast positioning, plus more antennae at Oaklands Smallford.

6.5 St Albans Carnival 2004

Unfortunately the WI decided that they cannot continue and have to pull out, due to lack of time and key people away at crucial time precludes involvement. Clerk had written off and requested the £250 grant but will now have call Ian Duffield Head of Finance at SADC and reverse the funds. Clerk will also inform organisers of the carnival with a reasoned apology letter.

7. FINANCE

7.1 Parish Council Accounts

Clerk reported the current situation on the Parish funds, a list of the income and payments were distributed to members from the cash book spread sheet.

STATEMENT OF BANK ACCOUNTS

GENERAL ACCOUNT

BALANCES AT DATES INDICATED

	£
Current Account 08/06/04	20986.60
Business Reserve 08/06/04	615.50
Capital Reserve 08/06/04	45502.31
Wages Account 08/06/04	727.93
Map1 – business reserve 08/06/04	115179.91
Map2 - current account 08/06/04	21.31
Total	<u>183033.56</u>

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

Noted by members present

The Chairman called for member's acceptance of the above financial statement and payments to date as listed for the meeting-

Proposed- Cllr Day

Seconded- Cllr Rump

7.2 Audit 2002-2003

Clerk is to arrange the internal audit with H.W, these are the accounts and details partially prepared by the previous Clerk. Auditors L.F. are being kept informed of progress. We have already complied with the notice period for public inspection.

7.3 End of year VAT Returns

Figures submitted to HMC for a reclaim of £6223.71 (if accepted) on an invoiced payment value including vat of £43,863.69. The next progress is create accounts as quarterly returns in line with other financial statements. Means better cash flow too.

7.4 Signatories

The members who are able to sign cheques have no presented their credentials to the bank, a list of those members able to sign cheques are listed in the office.

7.5 Pension

The Clerk advised members we had closed off our final payment for year 2003-4 to the HCC fund in respect of the employees in the scheme. New payments for this year to be paid quarterly as we now have only one employee in the plan.

7.6 Budget and Precept

Clerk informed members of the current situation, again the quarter end figures will be reported in more detail at end of the forthcoming quarter.

7.7 Sage Payroll

Clerk updated members on payroll and related matters

7.8 Grants

Payments have been made to the following organisations under the Parish Grant Aid scheme-

Football Club	£ 750.00
Vital Villages	£ 500.00
Old Friends	£ 110.00
Guides	£ 500.00
Charles M/Hall	<u>£1200.00</u>
Total	£3110.00

This was re-confirmed as the intention of the council in line with budget proposals-

Proposed- Cllr Rump

Seconded- Cllr Henchley

This now closes the scheme for this current parish year unless there are acceptable reasons to present to the council. Applications for next year need to be completed by November on the appropriate form obtainable from the office. Any organisation wishing to take up this limited opportunity must provide details of their accounts.

Cllr Henchley questioned the situation regarding the CHFC accounts, both Clerk and several members commented on the difficulties and past absence of certified accounts in regard to the above issues. Cllr Crump endorsed members had agreed this was the procedure now, lots of debate had taken place, it was past minuted.

8. PLANNING

Members reviewed the weekly lists and received comments from the planning working party on applications-

8.1 APPLICATIONS

5/04/0805	22 Drakes Drive	Two and single storey front, side and rear extension and detached garage.	No objections
5/04/0819	Land to Rear of 9 Bullens Green Lane	Replacement for Class B2 and Class B8	No objections
5/04/0839	15 Starlight Way	Conservatory	No objections
5/04/0869	101 High Street Colney Heath	Loft Conversion incorporating three front dormer windows and front porch	No objections
5/04/0971	6 Cairns Close	Conversion of garage into habitable room	No objections
5/04/0982	15 St Barts Close	Conservatory	No objections
5/04/1049	20 Firwood Avenue	Single storey side extension	No objections
5/04/1054	12 Grafton Close	Rear Conservatory	No objections
5/04/1051	Springfield Building Oaklands College	Erection of classroom blocks	No objections
5/04/1069	6 Firwood Ave	Two storey rear single storey front side and rear extensions	No objections
5/04/1105	Land adj 22 Fellows Lane	Erection of detached dwelling	Objected- Encroachment of the Green Belt
5/04/1091	6 Puddingstone Drive	Single storey rear extension	No objections

PLANNING DECISIONS

8.2 Appeals and Enforcement Notices

To receive notifications of any appeals or enforcement notices issued since the last meeting

Enforcement-

COURSERS ROAD

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

Appeals

HIGHFIELD CLINIC

Cllr Rump requested we write regarding clarification of the planning completion on the site.

Letter sent by Clerk to Mr Goodman SADC Planning.

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/extensions. SADC supported taking area out of GB.

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 worthy case.

14 Church Croft Colney Heath

Appeal in process

8.3 PLANNING DECISIONS

5/04/0474LB	Winches Farm Kay Walk	Erection of a satellite dish	Listed Building Refusal
5/04/0483	20 Fellows Lane	Single storey/side extension and vehicle crossover	Planning Permitted
5/04/0510	Colney Heath Farmhouse	Conversion of cattery to form ancillary annexe accommodation	Planning Refusal
5/04/0497	CMS	Erection of site Safe Storage building	Planning Permission
5/04/0582	26 Starlight Way	Rear Conservatory	Planning Permitted
5/02/2112	Smallford Works Smallford Lane	New access road	Planning Permitted
5/04/0628	28 Tyttenhanger Green	Two storey side extension	Planning Permitted
5/04/0640	33 Highfield Lane	Installation of first floor window	Planning Permission
5/04/0702	327 Camp Road	Two storey extension	Planning Permission
5/04/0833	41 Meadway	Two storey side extension	Planning Permission
5/04/0424	The Timber Yard	Erection of three bedroom detached dwellings with ancillary parking and access	Planning Refusal

Application 5/02/2112 Cllr Crump questioned the sensibility of the approval in light of the very hazardous access and limitations of vision. We had been past advised this particular entrance was to be closed.

Copy letter received from Smallford Residents Assoc-re Mast at Notcutts-Oaklands Lane-Health & safety issue-adequately reported in their heading

8.4 Planning on the Web

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

8.5 Air Quality Action Plan

Meeting on 6/04/04-members circulated. *(item to be retained on agenda)*

8.6 Licensing

No applications received.

9 PUBLIC QUESTION TIME-deferred to later

The interest in issues connected with Coursers Road, pending an inspection by the SADC Enforcement Officer on 14th June then reporting the findings to the Court.

10. COMMONS & PUBLIC OPEN SPACES

10.1 Parish Warden Report

Copy of monthly report submitted-since circulated to members

10.2 TRV Water Pipeline Easement

No conclusion yet, PC to grant a wayleave for £2000-all costs paid by TRV Water for Easement Rights in perpetuity. At Ottaways & TRV solicitors on legal issues.

10.3 Monitoring Transco Pipeline

No further matters to report-any weeding along route will be paid for by Transco. Letter sent by Clerk regarding yearly status.

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. Several calls had been made without response to his queries on the ROW status.

10.5 Commons Stewardship-Public Meeting (10.8 last time)

Cllr Brazier requested the Clerk to organise a public meeting on the subject, this has been arranged for the 6th July, Village Hall is booked for 8pm. PC should do some comment sheets the public can complete, with a simple tick box Yes/No and a comments part. (office to arrange) It is possible that representation from CMS will attend, regarding the DEFRA scheme which deadlines in October 2004 for part 1.

10.6 Colney Heath Common & Grass Cutting Contract

Contractor Mr Paxton is continuing the cutting regime as per contract requirement. No complaints, cutting sequence is on target, invoices being paid. Boissy Park not included. O'Connor is responsible for Highways and verges. Contractor to SADC.

10.7 New Bridge

This is a project that Cllr Brazier is overseeing but the current projection is 2006.

10.8 Fly Tipping

Clerk to keep log of this as past mentioned-Cllr Reeves reported incident in Barley Mow Lane, Cllr Henschley said CCTV was an idea past explored but had failed by vermin triggering camera's and battery life inadequacies after continuous operation.

11. RECREATIONAL AREAS/PARISH GARDENS REPORTS

Cllr Brazier mentioned the round tree seat was breaking up and required attention, Mr Stayton to be asked to inspect re fixing, repair or probable removal. Issue regarding Lafarge to be resolved, Cllr Crump asked about progress, Clerk said that Ottaways requested copies of original lease and plans- Clerk has sent.

11.1 Tennis Court Attendant report

No reports- CHPC courts still for hire but court 1 is in poor condition from tree roots. See 12.3

11.2 Parish Gardens Report

Report circulated from Hilary Brazier. E-mail and report concerning vandalism at the Notcutts area-decision not to replace with seasonal geraniums-bedding plants etc.

11.3 Park Inspections

Clerk had conducted an inspection of the area under the guidance of the Chairman, Cllr Crump. There were many issues noted on the tour and these have been put on both the jobs/task list and in these minutes where appropriate.

It is clear that many of the tasks have slipped in the time of past for various reasons and reminders may be needed to staff. Some are also seasonal and will have to be scheduled accordingly throughout the year. The backlog is considerable, a task list has been started by the office, some may have to be put to contractors.

The Clerk was to meet with Greenman Garden Services re-various strimming job's becoming urgent on footpaths, and "bundling" a days work to clear this backlog.

11.4 Signs

Clerk to resolve signs and notices issue on parks and recreation areas-ongoing. A suggested requirement list now found on file that was started by previous Clerk.

12.1 Colney Heath Football Club

No further reports-Grant Aid first half payment had been paid. Matter of £100 going back to 16th June 2003 still outstanding Clerk to write and request payment by 30/6

12.2 Pavilion Security

Clerk advised the shutters have now been installed, additional work on one door - Griffin now has completed whole job.

12.3 Tennis Court

Contractor Chiltern Sports have been engaged to re-furbish court 2 and tidy court 1 and re-cycle fencing to make one good court enclosure as part of the job. Surface colour decision, probably green by popular choice.

13 COMMUNITY PARK-FORMER HIGHWAYS DEPOT

Clerk has no further report- Ottaways Solicitors are dealing with lease. Suggest completion is not far away. RP requested to empty refuse bin more regularly. Rent demand from land agent requesting lease payment at £10 per year expected.

14 ROESTOCK PARK

Some items needing attention that came to light with tour by Clerk and Cllr Crump.

14.1-INSPECTION REPORT

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

15 BOISSY PARK

As reported earlier, Cllr Brazier and Clerk gave responses to local paper who were running an interest story on local topic. Parish Council has made it clear to consider purchase if owner agrees. Cllr Brazier had received several calls over P/Council withdrawal of equipment recently. Local residents are concerned at the loss of this local facility. (Article published in St Albans Observer 1/06/04)

16 SMALLFORD PARK & DOG WALK

Clerk notes the condition of the fence-now added to task list.

17 SLEAPSHYDE PARK (Playing Field-POS)

Ongoing matter-as last report-re play equipment. Disinterest from suppliers to offer response. Clerk confirms yearly lease cheque payment made to SADC-£100.

18 SLEAPSHYDE POND

Clerk has carried out an Inspection with the Chairman, generally in good order with new seat in place. Hedge needs attention, other work completed by warden in the duties, some winter work would benefit from a working group to establish boundary. Sleapshyde Triangle Pump & Sign-maintenance Clerk to check what is required.

19 GLOUCESTER PARK

Clerk to check on village tour-possible that notices will be required-re dog fouling. Some back entrances onto park are being created by properties, Clerk to write, also w/leave of no106 needs further check on boundary issues after building extension. Cllr Reeves felt sure the area was Parish land recalling the Duke of Gloucester opened the park in the 60's. The Clerk was keen to have a meeting and take notes with a view to endorsing this as a proof statement. Cllr Reeves said there must be records at the parish. Again Clerk said lots had gone over to Hertford to be archived before his time. Research would be necessary and time consuming going to C/Hall. Some large holes noted needing in-filling where past equipment has been removed.

20 TYTTENHANGER PLAYING FIELDS AND PLAY AREA

Cllr Brazier received a suggestion to have a sign-NO BALL GAMES IN THIS CAR PARK Clerk to add to list with other signs.

Complaints of dogs off leads, was there a by-law Clerk could not confirm this. Cllr Crump said they could have the dog bin from Boissy Park installed

21 HIGHFIELD PARK TRUST

Cllr Rump-parish representative had no report to bring before Council this time.

22 HIGHWAYS

High Street build outs-less hazardous, finishing and b/white chevron markings. The verge and car parking solutions at Richardson Place remain key issues to discuss on site at CH with Highways team of Mr S Walmsley Manager and Steve Dibbins team leader. This is proving difficult to arrange with them just now. Cllr Brazier added a £5000 budget had been put aside at district for improvements. Cllr Reeves also commented on the perceived dangers of these build-outs. E-mail complaints from residents of Cutmore Dr- Richardson Pl-Wistlea Cres.

Tyttenhanger roads-Asst Clerk had e-mail'd Highways dedicated "pot hole" web site.

22.1 PUBLIC TRANSPORT

The Clerk advised replies had been recieved from Centrebus Company, Passanger Transport Unit- John Wood at HCC and an acknowledgement from the MP.

All seem to agree in unison that this has to be run as a commercial operation and providing a low floor bus would be too expensive.
Perhaps a look at the County Transport Plan might reveal what was to be accepted as a concept or standard for rural busses and disabled access plans.
Cllr Crump said that Cllr Corley would brief us next meeting in all probability.

22.2 BUS SHELTERS

The Clerk advised that we had now received a letter from Phil Hendon Passenger Transport Unit endorsing the previous letter from Mr S Walmsley about replacing the traditional bus shelters with ADSEL units. No one wanted them and we would fight any changes, these were traditional and we like them. We had also reminded these were Parish property. However, the Clerk is to write to Mr Hendon explaining our feelings. It was also suggested by the Clerk we numerically assign each shelter to log location maintenance, damage cost, insurance risk and other notations.

22.3 PARISH FOOTPATHS & BRIDLEWAYS

Clerk has noted the P3 claims to be done, re local paths they are responsible for. Also Clerk has contractor Greenman Garden Services to quote for a small share of overload work in the Parish RP or others are not able to complete.

22.5 Evening Bus Service

Cllr Crump reminded all present about the timetable changes to the evening bus service, copies had been circulated to members.

23 VILLAGE HALL (Parish Council owned building)

Cllr Crump stated that they were having a tough time in trying to get a Chairman and Secretary, it was important someone came forward. The Clerk said that they were prepared to help, with admin/advice or give assistance in the period until a new secretary was found in terms of any small office tasks if required.

Cllr Brazier agreed to attend a meeting if this would help, and not forgetting Cllr Hall is our representative on VH C/tee. Last report received dated 01 June 2004.

The matter of invoices for fire equipment, cheque to be sent from VH Committee for 50% share of agreed total sum less vat. £79.50 for Walker Fire.

24 CHARLES MORRIS HALL (Council Owned or Trustee Building)

Clerk informed members that Charity Commissions had passed the forms to the office again and these must be dealt with, he suggested a brief contact with CM secretary to resolve. This letter concerns CMH Allotments. Cllr Day said he thought it was fully wound up now. But the Clerk stated that he did not want to write any letters that were not fully accurate, causing CMH problems. He did not appreciate the full past history, any response needs to be correct, and as CM trustees were happy at being sent. Clerk to contact Peter Scott to discuss reply and get details.

25 OUTSIDE ORGANISATIONS

No reports this time

26 ST ALBANS CITY AND DISTRICT COUNCIL

No specific reports

27 STAFF AND OFFICE

The Clerk had received responses from staff about their job and duties* after the meeting earlier in May- this would help to arrive at more up to date job descriptions.

All staff have agreed to accept new or review revisions to their job descriptions. This will be completed by the Clerk in consultation with members and employees taking note of the statutory requirements. Employees have acknowledged the need to observe HSWA requirements and personal responsibilities on this. Any gloves goggles, or protective gear can be provided if requested or weekly allowances paid. Mr Paxton details* are still awaited and remain outstanding. Refer to part 2

27.1 Risk Assessment

Outstanding-graveyard Keeper requested to complete form

27.2 Notice Boards

Mr Stayton given order to make a Highfield notice board. Position to be agreed. Cllr Rump has passed location details. Clerk is seeking a further board for Parish Office-Hall and 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- small works Building work will be required.

27.5 Tree Strategy for St Albans-Affects Colney Heath

Clerk has written to Mr Andrew Branch concerning tree strategy-consultative document. Cllr Crump has been loaned office file to read at home. Members copied with Clerk letter.

27.6 Friends Associations-Twinning

Note received from SADC meeting with Cllr Peyton of the friendship association that was due to be held on 10 May is now postponed to 27th September.


John Dean
Clerk

The meeting closed at 10.31 pm-there now began Part 2 where no member of the public was present

©-Jd/chpc/mins.vers/1/final.- 23.06.04-part 1full council of 8th june04

July & forward Reminders

Vital Villages forms to be returned by mid July 2004
Festival of Life 2004 St Albans Leisure centre-4th July
Public meeting 6th July Village Hall Commons and open spaces
Next full Council meeting July 8th -last before recess
St Albans Festival 2-18 July-various events all publicised in media.
Lafarge Quarry Liaison committee meeting-due-date TBA

Secretary

PART 2 meeting 8th JUNE-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 6TH May 2004 be read as correct

Agreed by all members-

P/2-1 FOOTBALL CLUB

£ 100 still remains outstanding as part of the agreed re-payment schedule to 2003. If at the next grant payment due in October this still remains, Cllr Brazier suggests it be reduced from the next payment of £750 grant.

P/2-2 BOISSY PARK LEASE

Clerk had nothing further to report, or news from the Solicitors. See item 15

P/2-3 MEMORIAL BENCH

Relatives of the late Mr Harry Hefer requesting a memorial seat on the Common, members agreed this is acceptable. Authority was given for office to contact the family and reach a conclusion. Assistant Clerk to e-mail relatives with costs first, members to decide a site position on the common later.

P/2-4 PARISH OFFICE

The Clerk has contacted BT and is claiming compensation for the disruption which was not of our making. The selling technique was criticised in not advising the facts correctly in the first instance. Misleading with the costs and service opportunities-telephone calls included. Plus the engineer suggesting having to cease our fax line since reinstated. We have received an offer of three months free service and credit for the fax reinstatement. Approximately £185.00 (credits to carry forward). The Clerk is pleased to report the system is now working reasonably satisfactory.

P/2-10-LAFARGE LEASE

Matters mainly discussed in main meeting but the issues on the tidiness of the recreation area and parking will need resolving with co-operation of others.

P/2-11-Mr N Quinn-Graveyard Keeper-Local Housing

The Clerk advised members that he had written to SADC in an effort to assist in a residential move for him to remain in Colney Heath for this employee. He was a valuable member of Parish staff and we did not wish to lose his services. If he was given a house allocation in Hatfield job travelling expenses would not be affordable.

P/2-12 Purchase of Laptop Computer

Clerk advised he is about to use the allowance for a suitable ready programmed and wi-fi enabled Toshiba new model with the appropriate systems for remote or mobile communications. The computer will be purchased and cost reclaimed on production of receipt to members as agreed.

Parish Office

Clerk on leave- 28 June-July 2-contactable via KPM/office or on mobile if urgent
Assistant Clerk on leave-16 &19 July.

John Dean
Clerk

Meeting ended at 10.45pm

JB Crump