

MINUTES OF THE FULL COLNEY HEATH PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL ON THURSDAY -7TH APRIL 2005

Present;- Cllr's D Crump Chair- Cllr C Brazier- Cllr Clarke-Cllr Corley
Cllr J Day-Cllr J Henchley-Cllr P Reeves.-Cllr Hall

Clerk; Mr J E Dean

Members of the Public-Mrs G Moody Mr D Becker

A Part II followed this meeting where no Press and Public are allowed to be present

1. APOLOGIES

There were apologies from Cllr Rump.

2. DECLARATIONS OF INTEREST- ITEMS ON THE AGENDA

There were no specific declarations. The Clerk notes Cllr Henchley role as President of CHFC. He has a non pecuniary interest in matters-member accepted to abstain from voting on all matters connected with CHFC. Allowed- to remain, and offer viewpoint without suggesting of or bearing due influence to, on matters so debated.

3. MINUTES

The minutes of the 3RD March 2005 were approved and accepted as correct-

Proposed by Cllr Hall

Seconded by Cllr Brazier

The minutes were signed by the Chairman as correct.

4 MATTERS THE CHAIRMAN MAY BRING BEFORE THE COUNCIL

The Chairman reminded members of the Parish Annual General Meeting on 14 April at 8pm in Charles Morris Hall, followed by a cheese & wine. There was the issue of the General Election and the Clerk was asked to explain. The Clerk said that we had previously arranged our ASM on the 5th May and this was now impossible to meet here as the room was booked over us because of the election. Whilst we could meet elsewhere the Chairman had pointed out that some members were involved in the canvassing or counting and it was best if we re-arranged the date. It was decided that in order to complete the formal business of the ASM meeting kept short on 3rd May confined to the internal electing of Chair and committees. Only other matters would be debated if urgent, the next full council meeting is now re-scheduled for the 9th June and all other business wait until then. Emergency cheques will be signed as they are required. In consideration to move the date on it clashed with other issues and the closeness in catching up, the Clerk had a heavy work load on Payroll year end also.

To recap-

3rd May 2005-@ 7.30pm The ASM-short meeting elect Chair/Committees only

9th June 2005 @ 7.30pm Full Council

7th July 2005-@ 7.30pm Full Council

August no meetings

Council meetings from September on- to be agreed on 3rd May meeting

The invitation to the Mayors Charity Ball was noted.

The local letting presentation issues will be included in 8.5 from here on



5. URGENT BUSINESS AND MATTERS ARISING

5.1 Pre School-Treasure Tots a Parish Council & Community Partnership.

Cllr Corley reported other the new set up was running well, 20 children were on the register, the Clerk/Treasure had applied for the HCC Education grant, about £5000. Staff numbers are down with one person on Maternity leave more bank staff would be required shortly, we are to advertise. Two staff recently gained SENCO qualifications for special needs, and first aid thus enhancing our profile. Fund raising ideas had come out of the last meeting and the AGM would be June 14th. Cllr Corley remarked that she liked being Chair and would offer herself for re-election via ASM on 3/5/05. We would also be subjected to a full OFSTED over the next few weeks, with little notice from the authority. The Clerk added it is likely that T/Tots will not break even still being reliant on CHPC, - September intake needs 24/26 children or 110 sessions. Cllr Brazier wanted to know the date of the next meeting, 9th May, he also mentioned that no changes could be made to the constitution without full council approval. The Clerk explained that this was the constitution of 9th December 04 which was not subsequently ratified by the management committee, it needs to be done formally prior to the AGM on June 14th and he will be putting it in the T/Tots May Agenda. Cllr Brazier enquired about the date of the next meeting which is 9th May 2005.

5.2 Coursers Road

Cllr Brazier informed of the hearing in the High Court. See Letter 29/3/05 SADC

5.3 Highfield Trust and Park

No further reports still the official opening was expected to be announced later.

5.4 Lafarge-High Street Recreation Ground-Entrance & Access

The Clerk has written to Lafarge regarding the access and p/ROW, re contact is clearly required as there is no response back yet from the school either.

5.5 Crime Report

No report received, letter had been sent to Herts Police Area Commander Allison Roome-Gifford requesting consideration to get a PCSO, the reply was not positive in suggesting any agreement or commitment at this stage. Cllr Brazier had also copied members with his scathing response to County Councillor Ian Laidlaw Dickinson the Police Presentation 14th March 2005 held at SADC offices.

5.6 Transport local Busses Petition-Dissatisfaction

Cllr Corley said along with the Clerk a meeting was held at the office on 21st March and the discussions included consideration for the use or purchase of a community bus with CVS- Ms Laura Cronshaw and HCC David Neilan who agreed to address the Parish at the APM on 14th April. Others present included various representatives from CVS and those interested or running a community bus, Wheathamsted Cllr Stammers. It had been noted that Redbourne Parish were running a bus and Cllr Corley dully informed members about this in detail. Including the fact it was for sale at £8500.00.



5.8 Tyttenhanger Sign

Cllr Reeves advised about the local competition was still going on and that it had been suggested the PC judge the resulting efforts about May time. The Clerk said the sign for the Charles Morris Hall Car Park is on order delivery-2-3 weeks

5.9 Commons Stewardship (See 10.5)

Cllr Brazier advised the members that the clearance was now complete including unwanted tree removal there was further grant potential from CMS and DEFRA. A contractor is being arranged to do the hawthorn on Furze Field. The Clerk has been in contact with CMS Rachel Keene and a site meeting is to be done on 11th April about the wording of the Stewardship Plan Application which needs to be submitted By October, to obtain grants. Cllr Brazier asked what grants we had gained to date. The fencing area has been designated, we may have sheep on the common in October.

5.10 Vehicle Intrusion on to Colney Heath Common

The Clerk said we are to send out new letters as soon as they are approved by the legal consultant, Cllr Brazier said we will hold a public meeting at some stage.

5.11 Payphone at Tyttenhanger Green

Cllr Reeves noted that the Box was being replaced, the Clerk said in response to his strongly worded letter BT had conceded not to remove on grounds of public need.

5.12 Draft Statement of Community Involvement

Members were agreed this document had wide implications regarding the democratic practises of SADC, with responses from Cllr Brazier and Cllr Reeves it was agreed to send a letter. Also to canvass the other Parish's opinions in the district as well.

5.13 Schools Appeals

See & refer to 8.2

5.14 Litter Picking Week-2-10 April

The Clerk said that in response to a request from Cllr Corley the insurance covered up to £50,000 provided a Councillor was involved in organising.

5.15 General Election Date

Previously dealt with in item 4. Statutory notices are on the notice boards since 14th April 2005.

6 SPECIAL AND NEW BUSINESS

6.1 Smallford Landfill Site Methane Levels Monitoring

Cllr Crump had received a letter on 7th March, copy available at the office. He then reminded members details had been sought under the Freedom of Information Act, and the note contained a description of the survey process so far, but unspecific about the results. Cllr Brazier requested a copy and Cllr Reeves asked about a similar site in his village of Tyttenhanger.

6.2 Vital Villages Plan-Published November 04

There are several key issues still requiring attention, Cllr Corley is seeking volunteers from the past committees to come forward and assist in moving things on. Twenty Copies were ordered sales of the plan are available from the office at £5 each.



Others are being used to target key people to get maximum attention to the main five needs identified in the plan, one of which is the community bus.

6.3 Youth Club

Councillor Brazier said that he was keen to start a youth session at Highfield making a second in the ward, also he was looking into the current details on Youth Councils as SADC were trying to identify a programme of leisure and facilities for young people as set out in Jo Askem recent questionnaire-CDA have also become involved.

6.4 Smallford Residents Association

Cllr Crump said it was noted that the sports field plan was turned down, much to the delight of the residents, being inappropriate and causing a potential traffic problem. More regular contact was being kept with the association in light of the developer interests and ODPM and SEERA plan possibly affecting Glinwell, BT, and other sites in this area. Cllr Brazier said he was keeping a close watch at District level.

7 FINANCE

The Clerk submitted the financial report and gave details of the current position of the Council in approaching year end, he had officially closed the books and in effect we had started the new parish year 2005/6 to-day. There were possibly one or two last minute payments to settle for 2004/5. He was required to complete the end of year and IR and Payroll details over the next month or so and would be starting to complete this by working from home some days over next few weeks. RBS would be booked again.

7.1 Payments and Income

The Clerk gave members details of the income and expenditure to date including all emergency payments with details on a spreadsheet, the Clerk answered member's questions from the payments list. Figures were given regarding bank accounts as below- at 31st March 2005-members agreed and approved the statement as recorded. This month there was a payment total of £10698.52 including the wage and transfer. The financial statement for March/April 2005 was presented and approved;-

Proposed Cllr Brazier

Seconded Cllr Corley

Bank Movements and Finances

Bank Transfer from Reserves to General Account-03/03/05 -£10,000.00

Bank Statement Capital Reserves £36181.44 Reserve Account £ 624.67

Bank Main Reserve Account £31562.00 Current Account £7234.73

This is the position of the accounts according to latest statements received-members. And does not account for transfers after bank statement date.

Income-Expenditure & Transfers as noted on the accompanying excel format

Proposed by; - Cllr Brazier

Seconded By; - Cllr Corley

Other Income including P3

Cllr Brazier enquired about other DEFRA income, the Clerk said that he would advise.



Income from Wayleaves

This has been temporary postponed awaiting outcome from Legal Expert.

7.2 Audit 2002-3

The Clerk said that Lubbock Fine are still asking details and he had sent another set of data in time for the 11th April when the Auditor had asked for it by that date.

Audit 2003-4

The Clerk said that we now await the Audit Commission documents from Lubbock & Fine to enable their completion; this comes only after we get certification on 2002/3..

7.3 VAT Claim-Current year

The Clerk advised the position.

VAT Claim Past years 2002-3 & new claim 2004/5

Clerk had received payment for year 2002-3, amounting to £2836.05-
Claim for last parish year 2004/5 in process to be sent soon.

7.4 Banking and Signatories

Nothing to report-since members asked to countersign mandate

7.5 Pension

Clerk has requested details for new 2005/6 funding from HCC Pensions

7.6 Budget & Precept-2005-6

Payment expected in late April

7.7 Payroll and IR

Clerk added that he has no further information at this time pending SLCC/NALC

7.8 Insurance-Zurich Municipal

The Clerk said the insurance claim was still stuck because of the wording of the Account sent to CHFC-Cllr Brazier is giving some help here by trying to get the builder to split invoice.

7.9 Rating Demands-Village Hall & Parish Office

The Clerk asked for guidance and background on the Village Hall Rates share as to who paid considering it was a council owned building. It was clear that CHPC did this last year but was this just a precedent or was it a one off, and what did members wish this time. He had spoken to Pauline Watson of VHC who was also unclear, but agreed we had paid last time. Members were given the financial details and agreed to fund.

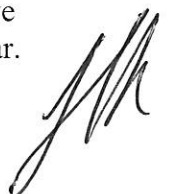
Proposed- Cllr Corley

Seconded-Cllr Brazier

This will be paid (both rates) in half yearly instalments from year 2005/6 payments.

8. PLANNING

There were several comments regarding the delays on receiving the plans, with Cllr Brazier adding that they were available on the web site. Sometimes we do not receive them in adequate time in the office. It was agreed the matter needs a review next year.



The Clerk said that it was important we had each plan returned to the office with any comments to note to SADC via the Office, we then need to file the plans in case any parishioner demands to view from the office. It is and can only be the central place.

8.1 Planning Applications

Debated:-

5/05/0291	2 Grafton Close	Two storey rear extension	No objections
5/05/0314	27 Park Lane	Erection of Three bedroom dwelling	With Cllr Brazier (letter sent) Letter received from P Jones objecting.
5/05/0299	518 Hatfield Road	Single storey ancillary outbuilding and alterations to main dwelling including loft conversion	Objected- Height of the building will affect the street scene and has a detrimental visual impact. Upper windows overlook adjacent properties causing a over bearing impact.
5/05/0327	Balvicar Cottage 68 Roestcok Lane	Garden Shed	No objections
5/05/0456	14 Housefield Way	Rear conservatory	No objections
5/05/0445	14 Cairns Close	Rear conservatory	No objections
05/05/0412	Wickes Building Supplies Ltd	Use of land for a siting mobile catering unit	Needs a time limit of 12 months added.
5/05/0371	St Marks Church Centre, Church Lane	Temp siting of mobile unit - by Church Youth Group	No objections
5/05/0580	2 Housefield Way	Single storey rear and side extension	Objected- All extensions on this site contravene Green Belt policy
5/05/0546	12 Firwood Avenue	Part single part two storey side and rear extension	No objections
5/05/0535	54 Oaklands Lane	Single storey rear extension and alteration to opening on side elevation	No objections
5/05/0519	31 Honeycroft Drive	Single storey side extension	Objected- Contravene Green Belt policy
5/05/0500	The Oak House 14 Starlight Way	Two storey side extension, front porch, conversion of garage to living accommodation and alterations to openings	Objected. Please see attached note
5/05/0501	The Oak House 14 Starlight Way	Single storey front, side and rear extension	Objected. Please see attached note

PLANNING-Special notes specific.....

518 Hatfield Road-Cllr Reeves concerns

Belgrave Homes

Proposals noted. Objectors have been put forward.

East of England Plan SEERA

Cllr Brazier and Cllr Reeves said they wanted a letter to be sent and also copies to J Chapman and MP.

8.2 Appeals & Enforcements

Notices circulated and as details delivered to the attention of the meeting



Nuckies Farm-Coursers Road

As previously noted in item 5 and letter 23/03/05

8.3 Planning Decisions

Members noted applications that had been refused-

8.4 Glinwell/Smallford Garden Village site proposals

Noted-over development and Green Belt

8.5 Affordable Housing & Lettings

Members agreed to maintain the lettings discussions with the Council Officer

8.6 Planning on the Web

No debate this time

8.7 Licences-Alcohol Sales-Bars- Clubs- Pubs- Hotels- Off Sales-Occasional.

Cllr Brazier warned of the dangers of involving the village on this kind of ban and crystallising on the problems of St Albans which were not ours. SADC Circular 8/03/05 the pubs here have a very good behaviour records, we do not need to apply such a strict regime here which would need extra policing. It was agreed to defer any decisions for the moment.

Premises Licence Variation

Sainsbury' Supermarket Marshalswick-although not in this Parish members of this council object to any adjoining parish or area selling on a 24 hour basis in St Albans. Letter to be sent to I Cameron SADC by clerk.

8.8 Air Quality Action Plan

Remains on agenda-no comments this time

8.9 Secondary School Placements

Cllr Brazier and Chair Cllr Crump had past issues on the placements Cllr Brazier said there were 3 students affected by this that had no secondary school places allocated so far, he had written appeal letters in support of the parents.

9. PUBLIC QUESTION TIME- 9-9.10

Interest in the situation regarding the bungalow in Tollgate Road, Cllr Brazier said the application had been turned down for a replacement dwelling. The Clerk said that in response to Cllr Corley concern and a call from a member of the public about fencing and site clearance, and materials on site he had asked the SADC Enforcement Officer Mr Richard North to make a visit to ensure that regulations were not being flouted.

10 COLNEY HEATH COMMON-(POS)

public open space

10.1 Commons Ranger Report

Members were circulated with the latest report. A group of cyclists were responsible for lighting a BBQ in contravention of by-laws, when challenged they went away. Ranger report intends checking wooden posts although we know they require renewal.

10.2 Three Valleys Water Pipeline across the Common

The offer has been accepted at £1600 with all costs paid by TRVW.

10.3 Monitoring of Transco Pipeline

The Chairman added there is no report this time

10.4 Warren Track Access (p/.ROW)

Clerk has no further report.

10.5 Common Stewardship (see also 5.9 & 5.10)

Past reported in item 5-nothing further to add. Other than fencing plan to be done.

10.6 Grass Cutting Contract.

Mr Paxton has been awarded the extended and offered a 2 yr option at a 3% increase on costs plus an agreed .50p plus diesel base/fuel increase+ 40 ltrs, reported last time

10.7 New Bridge

No additional comments from members, item kept on agenda-date 2006?

10.8 Fly Tipping

The Chairman remarked we have some 57 separate tips so far recorded with the latest incident on the Warren Track, a load of lorry tyres and wheels cost £450 to hire a grab lorry and remove to correct disposal site. Cllr Henchley said this still continuing with no prosecutions made to his knowledge. Barley Mow Lane, Highfield, Warren Track and a new large discovery of builders and household tip off the A414 on a bridleway. It was agreed to send a letter with the list from April 2004 to date to Mr Brian Peers SADC head of Environment and copy to County and DEFRA. Cllr Crump said that National costs had indicated £100 per incident; this has cost a considerable sum in the period. The Clerk added we have had several similar high cost removals over the year. Cllr Crump had reported to the office of a persistent litter dropper in Smallford, who daily deposits rubbish from his car mainly magazines, plastics and food cartons.

11 RECREATIONAL AREAS

11.1 Parish Warden Report

A job for the spring for suitable contractors to be investigated to get estimates once type and length is defined. Clerk added cost will be considerable- expect £10 per mtr at current going rate a topic for future meetings. Any fencing needs to have long life.

11.2 Parish Gardens Report

Report circulated, general spring clearance work noted, new purchases within budget.

11.3 Park Inspections

There were no reports this time, office to order play bark required in various locations

11.4 Signs

The Clerk advised signs for CMH and VH are on order; we are testing this newly found supplier for quality and reliability.

12 HIGH STREET RECREATION GROUNDS

12.1 Colney Heath Football Club

The Clerk said he had received an e-mail ahead of the final definitive report on the inspection of the club by Vectra, it showed that there were more essential items needing attention than we realised. The Clerk has suggested we sit down with the club and the Finance Committee when we get the full report circulated and each decide on the priorities. The Clerk was also expecting to pay the agreed sums for the kitchen any day-the two agreed payments of grant for £2000 and a further £1750 in advance for 2005/6, this to go with the £500 reduced rental in line with reduced rates from April 05. Letter has been sent in explanation to the Secretary. We are now receiving copies of the management reports similar to other Council owned buildings -members may see the reports at the office.

12.2 Tennis Court Report.

No reports from the attendant other than youths gaining entry to congregate. The kick boards are to be replaced around the wire at the Eastern side, Me Paxton has been requested to do the work by boarding to the lower half of the penfold fence to prevent youths gaining easy entry under the wire when the courts are locked.

12.3 Lafarge Land Issues

Matter ongoing-Clerk has no further report.

13 COMMUNITY PARK & POCKET PARK

Cllr Corley had requested if CMS could spare a visit the area and make some recommendations in order to improve as a nature area. The Clerk confirmed that he had asked and the response was positive but at a time when they could do a report.

13.1 Annual Litter Pick

Cllr Crump reminded it takes place around this time he had spent some time around the area of Community Park and with others had done a litter pick. Mr Paxton was requested to collect the black sacks. With other litter nuisance several residents of Smallford had complained about the Alban Way, Boissy Park and near Breakspear School-the Clerk had arranged for SADC environment to request a litter pick.

14 ROESTOCK PARK

14.1 Inspection Report & Play Equipment & Graffiti

Clearance work is virtually complete now; the seeding has to be done at the right time by drilling method at a cost of £300. Mr Paxton is to finish minor ground clearance left over, followed by the fencing. Assistant Clerk has measured the perimeter fence which is 110 meters, requiring simple chestnut fencing, and the play area 20mx14m-here, Cllr Corley has some plans for a getting Biff award to refurbish this play area. Mr Paxton to remove Graffiti or paint over once the weather conditions improve.

14.3 Signs, Gates & Equipment

Signs, add to Clerk list.

15 Deleted



16 SMALFORD PARK & DOG WALK**16.1 Entrance Safety**

No further reports

17 SLEEPSHYDE PARK**17.1 Inspection Report**

Clerk has no report.

18 SLEEPSHYDE POND**18.1 Inspection Report.**

Similar comments to last meeting-matters remain;-

Winter work required and job list to do for contractor or Parish Warden.

Clerk has Deep Water sign-RP to install-Cllr Crump mentioned we have a volunteer helper to litter pick and keep an eye on the pond, Clerk would like name/address.

19 GLOUSCESTER PARK**19.1 Inspection Report**

Similar to last meeting, archive details to be sent to Ottaways regarding land registration. Cllr Reeves is keen to see this resolved. A discussion about the narrow entrance reported by Mr Paxton may show that fencing encroachment is to blame.

20 TYTTENHANGER FIELD & PLAY AREA

Cllr Reeves requested play bark; Clerk said he needs to check with RP as use of Warren Farm to hold bark is unclear at the moment - The notice is on order.

21 HIGHFIELD PARK & TRUST

Previously reported members had nothing further to add. Report Paper circulated.

22 HIGHWAYS**22.1 Public Transport**

Cllr Corley had previously reported in item 5

22.2 Smallford Trail

No reports, the facilities abuse from trials bikes noted, but still remains a problem.

22.Parish Paths Partnership

No reports other that stile at rear of Common Footpath 36 needs replacement.

22.4 Disabled Access to Countryside

Possible future project for link path to London Colney re new requirements for the disabled, possible grant in some cases. Possible materials made available as a grant from Lafarge, Cllr Brazier said he has ideas to develop and put to council. Could double up as cycle route track-way. Clerk had also mentioned to CMS recently.

General Highway matters

A response to the letter from the Clerk requesting inclusion in the list for works on the offer to bring forward some jobs ahead of plans received from Des Welton 24/03/05.

Members were circulated. Cllr Henchley had earlier responded with a list for the Clerk to write. It was also noted that Darryl Phillips Highway and Transport Asset Management Unit had responded to a letter from Jo Stevens CVS to offer scope for a

higher place on the list of funding possibility after the autumn. However it gave the A414 longabout improvements rather low priority.

23 VILLAGE HALL (COUNCIL OWNED BUILDING)

Copies of the report were circulated and there were no specific reports or issues from the minutes of the meeting. The Clerk said he was appreciative of the loft boarding to increase office long term storage that would be put to good use to relieve office space.

24 CHARLES MORRIS HALL (TRUSTEE BUILDING)

An application for Grant Aid of £1250.00 towards a sound and hearing loop system
Decision remains deferred-

Charles Morris Allotments Charity Registration no 254462

The Clerk in response to his furnishing the last bank statements of year 2001 had now received a final letter from the Charity Commissions absolving from any further accounts and closing the matter. Clerk had also copied response to CMH Peter Scott.

25 OUTSIDE ORGANISATIONS

No reports this time.

26 ST ALBANS & DISTRICT COUNCIL

No comments this time

27 OPERATIONAL MATTERS

27.1 Risk Assessments

Two members of staff are requested to complete their forms matter ongoing

27.2 Notice Boards and Bus Shelters

Sign is ready contact was made to planning back in November 04 still no\positive response-clearly forgotten about by SACDC-KPM looking into again.

27.3 Warden Training

Date to be arranged-matter ongoing

27.4 Twining 50th Anniversary

Thanks were received for the £250 grant, it is understood the visit of the French guests went off quite well, and several trips and events had been arranged over the Easter Holiday according to Sue Rowlands of Colney Heath Twinning Association..

27.5 Tree Strategy for St Albans

Clerk has no report this time

27.6 Tree Removal-TPO's

St Marks advised job is done, inspection shows a very neat tidy job

Important Correspondence/Late Matters

The ODPM is enquiring about allotment sites with a survey form to be completed by the Clerk for information under PPG 17 Planning for Open Spaces.

Members Awareness and Training Evening. Advance invitation to all District and Parish & Town Councillors date 24 May 2005 –subject Section 106 monies 7.-9.00 Cllr Crump to attend, and possibly Cllr Brazier, Clerk to advise SADC

There is a general written inquiry in all Parish's to define all burial grounds, Clerk is to refer form to Judy Smith at St Marks for completion and return via Parish Office

A public Licence application under Local Government (Miscellaneous Provisions) Act 1982 to allow a street trading licence to Mr Noviello 12 Newfield Lane H/Hemp To sell ice creams. No objections were received the Asst Clerk will respond by 3/5/5

PUBLIC CONSULTATION M1 & M10 ROUTE MANAGEMENT STRATEGY

NOTE-!!! Consultation exercise for the M1 between J1-J19 and M10. Actions to improve over next 10 years considerable expenditure. Closing date 16 May 2005

Election Notices-Combined Parliamentary & County Council Elections May 5th

The formal notices were on each notice Board to comply with the Election Officer requirements

There being no further business the meeting closed at 10.04 pm
Under the 1972 Act No Public and Press allowed-There followed a Part II

John Dean
Clerk to the Council

Jed/full-CHPC- mins/month-04/05-© 18/04/05



Minutes of the PART II Meeting 7th April 2005

1. Apologies, Declarations & Announcements.

There were no apologies or announcements

2. Minutes of Part II on 3RD March 2005

Minutes of the Part II meeting 3rd March 2005 were approved and accepted as correct

Proposed by Cllr Brazier

Seconded by Cllr Corley

3. Matters arising from the Minutes

There were no matters arising from the minutes

4. Business as follows;-

P2-01 Pre School

Clerk gave an update of the current financial position

P2-03 Staff Engagement –Pre School

Clerk and Cllr Corley gave an update

P2-04 Disability act 2004

Suggest take out into Part 1

P2-05 & P06 Memorial Requests Including Peggy Hughes Walk Plaque

Families involved with Cllr Brazier and Asst Clerk in arrangements and wording

P2-07 Parish Office & Staff-new Salary Scales

The Clerk will discuss again with Fin/Committee after decisions at NALC/SLCC are concluded. Meanwhile admin staff +3.5% increases in pay.

P2-08 Staff (Outside)

Outside staff and others have got 3.5% COL increase from April pay day.

P2-10 Code of Conduct & Standing Order Issues

Clerk advises matter remains outstanding and needs to be addressed later.

P2-11 Insurance

Cllr Brazier assisting Clerk on pavilion water tank claim, separate account from builder needed.

P2-12 Vehicle Intrusion on to Common Land- Council Policy

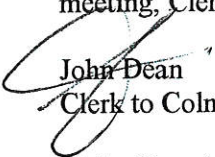
Letter to be approved by Paul Claydon, and then sent out to all properties next to Common. Public meeting to inform all interested parties residing nearby will follow at a later date.

P2-13 Treasure Tots Hardship of Parent re-Fees

Clerk advised matter resolved no further issues.

P2-16 Annual Statutory Parish Meeting 3rd May

Note Date Change and Cllr Henschley said we should decide the Chair and other offices prior to this meeting. Clerk will send out a ballot form. Return by 2nd May to office (request Cllr Corley)

 John Dean

Clerk to Colney Heath Parish Council-at 18th April 2005