

**MINUTES OF THE FULL COLNEY HEATH PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL ON THURSDAY -8TH SEPTEMBER 2005**

Present;- Cllr's G Rump Chair- Cllr C Brazier- Cllr Clarke-Cllr Corley
Cllr J Day-Cllr-Cllr P Reeves.

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 Hall-Cllr Henschley-Cllr Crump

2. DECLARATIONS OF INTEREST- ITEMS ON THE AGENDA

There were no specific declarations. The Chair enquired about the hospitalisation of Cllr Henschley who was in for some routine tests, the Clerk said he had spoken to him on Tuesday he seemed in good spirits, member's passed their good wishes.

3. MINUTES

The minutes of the 7th July were approved and accepted as correct-

Proposed by Cllr Brazier

Seconded by Cllr Reeves

The minutes were signed by the Chairman as correct.

4. MATTERS THE CHAIRMAN MAY BRING BEFORE THE COUNCIL

The Clerk advised the Chair that there were several issues that had come in since the last meeting in July in the form of documents or correspondence with such details that members should be aware and may he advise the meeting.

Local Access Forum

Meeting at Lord Street Hoddesden -13th September 7pm-9.45-noted but unlikely a CHPC member will be able to attend.

Corporate Database for Residents Associations Ect.-Letter 22nd August

We are required to advise SCADC of all such organisations in the Parish, the Clerk was keen to have approval of the Council prior to advising about this data. This would affect Smallford Residents Association who the Council already have an exchange.

Statement of Community Involvement-SCADC-Letter 17 August

Under new planning legislation the Council is required to produce a statement (SCI) this SCI sets out the the District Councils policy for involving the community in the preparation and revision, it replaces the existing local plan. The Chair took away the office copy to study; the Clerk had requested further copies for all members to see. Cllr Brazier said he thought this was already past consultation, the Clerk noted the letter accompanying said there was still an opportunity up to 30th September. If more copies can be obtained, the any input would need notification to the office by that date

Provision of Wheeled Bins for the collection of household waste-SCADC-5th July

A letter from Community Services indicating the use of these, Cllr Brazier added that this is to be on an experimental basis initially. All part of the waste collection and Govt initiatives on re-cycling grants to L/A. Minutes Community Services requested.



4 Continued

Chronicle-Parishmedia.co.uk.a canvassing e-mail

A Parish Magazine media agency who organise ads, the Clerk said that the present arrangements provide a steady revenue stream on which we via the Editor have the control over. It might bring issues of change to the revenue or its source which could give auditory problems; advertisers were obviously satisfied with the fees/charges.

Wheathampsted Parish Council

A request for 5 copies of the Parish Plan, the Clerk had a dilemma over the cost at £5 each, and felt conscious of requesting an invoice. The copies were recently handed to Cllr Stammers and the Clerk Mrs Barbara Green was advised. Members debated the matter and Cllr Brazier suggested a letter be sent asking that due to the publication cost made to everyone, then if they wished to donate the cost. The Clerk said he thought they would be getting a budget grant for their plan, a valid reason to charge.

5. URGENT BUSINESS AND MATTERS ARISING

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

Cllr Corley said that the Pre School numbers were down, in consequence the budget projection shows a potential shortfall this autumn term. The acceptance maximum is set at 26 Children which if achieved would give a break even situation, but we were at this point taking 17-20 children per day according to the particular day. It was shown that the T/T budget required around £41,000 revenue at this stage with this number of pupils would only achieve £28,900 based on the autumn term; there was every chance that numbers would increase in 2006. Cllr Reeves and Cllr Rump were concerned that the shortfall could put a strain on Parish Finances. Cllr Corley stated that T/Tots will ask for a grant aid contribution in the budget review in November, as there was little chance of avoiding, members had indicated the social and local issue was justified in earlier meetings. Cllr Brazier endorsed the commitment supporting the project 100%. The Clerk reminded that past years had seen grants of similar sums if not more to the Charles Morris Hall and CHFC and maybe this was important to show some balance with support for local parents and children. Our revenue stream was roughly 50/50 funded to fee, with session charges at £7 per day and Govt fee paid @ £7.80. Plans were in hand to seek Charity status and an Audit will be done by RBS in October as part of that plan. Cllr Corley advised that a new lunch club was being considered, plus fund raising plans and an open day October 18th, also that staff requirements formed the largest part of our costs, we had a well qualified team who could easily support the higher numbers. The Clerk said to emphasise the tightness of the operation the loss of one new pupil last week prior to the start on 12/09 is significant in a minus of £1400 over the year. Any business must take account of the up's and downs, that the Charity status might assist us in future. Cllr Brazier asked if it was necessary to show administration costs, the Clerk said that the secretary was chargeable on the payroll, and he wanted to use the time separate from PC business. It was also important that after one year we understood our real costs. There was an opportunity to employ KPM separately for 5 hours per week and this was the plan, especially in moving to seek Charity Commission Status and permanent growth of the school business. The Treasurer's time is included in the general parish time and also work from home. Cllr Rump said he felt the whole matter to have a formal review at the end of the year, Cllr Rump agreed. On a more positive note Cllr Corley said that she had been very successful in getting £7,000 for refurbishment and safety improvement of the outside play area, work starts on 19/09 by Safe & Sound Playgrounds, and new equipment.



5.2 Coursers Road

Cllr Brazier informed of the latest matters concerning the High Court, with a further hearing due on 28th September. The Clerk gave details of the removal of the caravans which was a connected issue, the contractor had taken them away to a holding site and we were liable for their safe keeping cost until we get payment £1400 for the CCJ.

Cllr Reeves asked the cost which at up to £30 per day was significant. This was not including the removal fees when the action was taken, the Clerk added that overall the costs with legal fees may reach £4000 -£5,000 and we could join SCADC in action to retrieve through the courts if there was a mutual willingness to combine in view of the large sums. It was agreed that a letter be sent from the Parish Solicitors to Legal Services asking if this can be done. Cllr Brazier wanted a letter to SCADC advising we are not paying the £1000 for an earlier removal carried out by them in May that was totally unsatisfactory after they had gained an earlier removal order in St Albans Magistrates Court. A letter outlining the options was circulated to members present (Blue Paper) and the recommendations were noted. Litigation costs so far are £1405 Cllr Reeves and Cllr Rump wished to thank both the Clerk and Assistant Clerk in their attention to the detail and the way in which they carried out the task. Especially the Court and witness matters leading to the removal exercise and possession order being implemented to regain the area of the Common trespassed upon for 5 months. Cllr Reeves endorsed the thanks to the staff saying he personally witnessed the first removal and the verbal abuse directed at the Clerk from Mr Robb and Mr Daniels. There was consideration to arrange disposal of the Caravans before more expense as we had not been paid the £1400 awarded by the Crown Court hearing on 3rd August. Both Cllr Reeves and Brazier added that they were keen to see disposal. The Clerk is to seek legal advice on the exact procedure we can best adopt for the earliest disposal.

5.3 Highfield Trust and Park

The official opening is to be on September 20th at 2pm the next board meeting was to be in October after which the YMCA takes over. Cllr Reeves has been made Chair of Facilities looking after the grounds/equipment etc. In future this item will be included in item 21 slot as follows on the Agenda format.

5.4 Lafarge-High Street Recreation Ground-Entrance & Access

The next liaison meeting, now resurrected, is on 15th September at 4pm at the quarry with Mr Mike Pendock-Cllr Brazier planned to attend this meeting.

The issues to be raised are fly tipping on Drovers Way Lafarge Land and any offers for waste and landfill tax/grants to help replace children's play equipment and a future disabled path on the parameter of the Common and a possible route to Willows Farm.

5.5 Crime Report

No report received, invitation to St Albans Safety Community Partnership one day training on 11-13 October, and a training workshop on community safety tasking meetings with participants able to spare the time- no councillors are able to attend. Note also but a separate-a Police Seminar on 10th October at Police HQ WGC. 17-30-21.00. Invitations were noted by members who are to inform the Clerk by 26/9 to attend. There is also a police initiative to hold public meetings under the new safer communities directive recently published. The Clerk is to write to PC Reynolds for further details, this idea has apparently come from the office of the Chief Constable.

5.6 Transport local Busses

This has a more appropriate place under item 22 in future is deleted under the item 5 Cllr Corley advised of the new Tesco bus to Hatfield on Wednesday's 10-.30-12.45. Again next time this item is to be included in Agenda item 22. The Community bus is on average taking 8 passengers and proving popular. This to run until October 1st.

5.7 Tyttenhanger Sign

The Clerk was hoping that a suitable manufacturer was lined up by now but the sign needs careful make up, or the overall cost will exceed the budget. There were still some names to try and maybe more information next time. The Clerk was looking for a casting or moulding company to make the shield and perhaps other local contractors to do other parts. Name of a capable firm in Leighton Buzzard had been suggested but had proven difficult to track down so far, some preparation of visual images are done.

5.8 Commons Stewardship (See 10.5)

The fencing tender has been put out to six companies, a meeting had been held with Rachel Keene, Royce Paxton Cllr Brazier and the Clerk. Most of the work done so far had been within the plan. Stump grinding is be required to allow safer grass topping.

5.9 Vehicle Intrusion on to Colney Heath Common

Details of a Public Meeting on November 17th being considered with final agreement to be made at the October meeting, concerning the agenda topics and time to allow the notices to be published. Mr Paul Claydon the consultant and Commons Legal expert is expected to be invited. This concerns the matter of Wayleaves and incursion.

5.10 Draft Statement of Community Involvement

The Clerk has sent for more copies to be included in the next post out to members - responses required by SCADC for September 30th to office a few days prior please.

6 SPECIAL AND NEW BUSINESS

6.1 Smallford Landfill Site Methane Levels Monitoring

Cllr Crump was away on business, this was one of his long term projects, neither the Clerk or Chair had anything further to add. Noted that this is managed.

6.2 Vital Villages Plan-Published November 04

No report other than Wheathampsted PC had requested 5 copies of our Parish Plan, the Clerk asked the members opinion on charging £5 per copy, it was decided to ask for a contribution, the Clerk is to write and explain. (See item 4 also)

6.3 Youth Club

Councillor Brazier advised the club re-starts on 10th October with the same staff as before, the football club venue was popular with youngsters, providing a good base for meeting and exchange. Mention was made of a skate board area in Roestock Park an e-mail received from a Mr Will Duffey which will be answered by Cllr Brazier. The Clerk added that a safety situation arise with this type of recreation, an enclosure compound, lit and secured after use is essential and operation within time limits.

6.4 Smallford Residents Association

Issues of interest and possible concern evolve in the Planning matters.

7 FINANCE

Investments had produced additional revenue of £1048 During the 90 day period; the Clerk had re-invested £50,000 in Treasury Reserves until November 3rd at 3.78%

7.1 Payments and Income

The Clerk presented the financial statements showing the expenditure in August and September combined was £15,241.00 Income revenue at £1215.30 Figures accepted;-

Proposed Cllr Brazier

Seconded Cllr Day

Bank Movements and Finances

Bank Transfer from Reserves to General Account-at 08/09/05

Bank Statement Capital Reserves £98343.69 Reserve Account £631.66

Bank Main Reserve Account £11044.41 Current Account £6383.71

This is the position of the accounts according to latest statements received.

Income from Wayleaves

This has been temporary postponed with the outcome from our Legal Expert as the meeting on Commons and Vehicle intrusion.-see item 5.9.

7.2 Audit 2003-4

The Clerk has submitted this to Lubbock Fine and awaits further responses. The audit for 2004-5 is planned to be completed during October and November with a view to finalising by year end. This will then hopefully bring us up to date at last. Internal Auditor RBS are booked for two days 3rd & 4th October and to complete Pre School accounts at the same time in preparation for Charity status application later.,

7.3 VAT Claim-Current year

The Clerk advised the position, that this will be submitted after the audit.

7.4 Banking and Signatories

Decision to delete the matter is no longer relevant.

7.5 Pension

Clerk has charges for 2005/6 funding to HCC Pensions

7.6 Payroll & Budget

Clerk added that he has further information on the pending SLCC/NALC new salary guidelines and will bring to member's attention at the Budget Meeting in December, suggesting that we might dedicate time on the 1st December meeting for discussion on 2006/7 Budget. Or general business up to 8.30 declaring a part 2 for the Budget after.

8. PLANNING

Details of the planning applications were given on the agenda notes, debate on those considered to needed further study followed here as noted:-

8.1 Planning Applications

Debated:-

5/05/1185	22 Highfield Lane	First floor rear extension	No Objections
5/05/1140	13a Hill End Lane	Partial demolition of existing dwellings and erection of additional detached dwelling	Opposed- Over development of the site loss of amenity space for the existing entrance/exit on to roundabout and over development of the Green belt
5/05/1238	29 Newfield Way	Part single, part two side and rear extension	Opposed- Over development in the Green Belt
5/05/1437	96 Tollgate Road	First Floor side extension	No objections
5/05/1388	Glinwell Nurseries	Use of land for sports	Opposed sent letter

	Station Road	pitches, club house and car park	
5/05/1424	61 Station Road	Rear conservatory	No objections
5/05/1398	75 Tollgate road	Single storey rear extension	No objections
5/05/1410	Round House Farm, Roestock Lane	Conversion of single swelling to two self-contained flats	No objections
5/05/1479	8 Church Croft	Rear conservatory	No objections
5/05/1589	78 Puddingstone Drive	Two storey side extension	No objections
5/05/1584	Land adjacent to Seven Oaks Cottage 88 Roestock Lane	Demolition of garage and erection of detached four bedroom dwelling	Objected- Over development of site
5/05/1414	145 Colney Heath Lane	Two storey front, Side and rear extension and vehicle crossover	No Objections
5/05/1525	5 Newfield Way	Two storey side extension and replacement rear conservatory	No Objections
05/05/1600	Smallford Nurseries- Hatfield Road-	Cons of vertical heat storage tank & S/S Office	Objected to same as 5/05/0139
05/05/1601	87 Tollgate Road	S/S rear ext raise roof and dormer windows	No objections
05/05/1622	122 Puddingstone Drive	Part S/S part two storey ext and side S/Storey	No objections
05/05/16760	HTC Fastenings 7 Lyon Way	Demolish existing store-erection of det two storey storage at rear	With C Brazier on 24/08
5/05/1686	121 Colney Heath Lane	Two storey side extension, single storey front extension and rear dormer window	With C Brazier on 24/08
05/05/1714	Buckland Bungalow Sleafshyde Smallford	Two storey side ext-and f/floor ext	With C Brazier on 31/8/05
05/051718	1 Claughton Court	Three illuminated display signs +two external other	With C Brazier on 31/8/05
05/05/1721	24 Park Lane	Single storey front ext	With C Brazier on 31/8/05
05/05/1724	14 Boissy Close	Single storey side ext +ext to det garage	With C Brazier on 31/8/05
05/05/1749	Hatfield Aerodrome	Renewal of 5/99/2274 – change of use of land to agricultural or open space	With C Brazier 31/08/05

PLANNING-Special notes specific.....

05/2038/4-Wychlands Crescent-Construction for HCC of new Children's home-now altered to retain trees and meet previous footprint according to Cllr Reeves

05/04/2771 Oaklands-Houses on the site with changes to College buildings as outlined in SCADC Development Control bulletin Refer to meeting report SADC 12th July 2005 Proposals noted. Our objections have been put forward.

05/05/1089 33 Highfield Lane-Over development of site, -objections raised.

05/04/2838 Belgrave Land Ltd & Smallford Garden Village 315 Houses proposal on G/Belt Land plus community facilities and school.

5/2005/0679 BT Trial Site-100 Dwellings by RDS Developments Ltd again GB Land and buffer zone to make distinction between St Albans and Hatfield-members refuse.

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.

8.3 Planning Decisions

Members noted applications that had been refused-

5/05/1059	58 Highfield Lane, Tyttenhanger	Single Storey rear extension	Planning Permitted
5/05/1001	WA Waters Renault Dealership	New office building	Planning Permitted
5/05/0999A	1 Cloughton Court 60 Russett drive	Display of four internally illuminated fascia signs and two internally illuminated projecting signs	Express Consent
5/05/1021	Allotment Site Hixberry Lane	Retention of storage container	Planning Permitted
5/05/1018	41 Highfield Lane	Two storey infill extension to rear	Planning Permitted
5/05/0970	4 Stanmore Chase	Single storey side and rear extension	Planning Permitted
5/05/0804DC	Brandon 1-20 Hill End Lane	Twenty portable dwellings for homeless persons	Planning Permitted
5/05/0958	3 Loyd Court 63 Russet Drive	Change of use from Class A1	Planning Refusal
5/05/0946LB	Popefield Farm Hatfield Road	Conversion and extension of former derelict granary and cartshed to two, two bedroom dwellings	Listed Building Refusal
5/05/0946	Popefield Farm Hatfield Road	Conversion and extension of former derelict granary and cart shed to two, two bedroom dwellings	Planning Refusal
5/05/0989	54 Sleapshyde Lane	Rear conservatory	Planning Refusal
5/05/1089	33 Highfield Lane Tyttenhanger	Rear Conservatory	Planning Refusal

5/05/1061	Corrys Farm Roestock Lane	Demolition of exiting warehouse building and erection of two detached dwellings	Planning Permitted
5/05/1108	86 Highfield Lane	First Floor side and single storey side and rear extension	Planning Permitted
5/05/1094	Land at End of turning Bay by 7 Wynches Farm Drive	Installation of double pouch box	Planning Permitted
5/05/1238	29 Newfield Way	Part single part two storey side and rear extension	Planning permitted
5/05/1181CO	16 Wynches Farm Drive	Loft conversion and rear dormer	Certificate of Lawful use or development
5/05/1234	Round house Farm Roestock Lane	Replacement of existing garage	Certificate of Lawful use or development
5/05/1185	22 Highfield Lane	First Floor rear extension	Planning Permitted
5/05/1437	96 Tollgate Road	First floor side extension	Planning permitted
5/05/1410	Roundhouse Farm	Conversion of single dwelling to two self contained flats	Planning Permitted
5/05/1479	8 Church Croft	Rear Conservatory	Planning Permitted
5/05/1424	61 Station Road	Rear Conservatory	Planning Permitted
5/05/1398	75 Tollgate Road	Single storey rear extension	Planning Permitted
5/05/1414	145 Colney Heath Lane	Two storey front, side and rear extension and vehicle crossover	Planning Refusal

REFUSALS

05/050075 23 Puddingstone Drive-Application refused by reason of excessive rearward projection and sighting along the Common and to neighbouring property.

8.4 Glinwell/Smallford Garden Village site proposals

Previously noted-as over development and Green Belt

8.5 Affordable Housing & Lettings

Cllr Brazier said members had agreed to maintain the lettings discussions with the Council Officer- three new homes to be built at Sleapshyde on an old garage site.

8.6 Planning on the Web

No debate this time-item to be kept on agenda

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

Members agreed with the Clerk decision- it is prudent to only state the applications from within the Village in this section. Other premises applications are listed later.

8.8 Air Quality Action Plan

In enquiring why this has a place Cllr Rump accepted Clerks decision this remains.

9. PUBLIC QUESTION TIME- 9-9.10

There were no specific questions to note here at this time

10 COLNEY HEATH COMMON-(POS)**public open space****10.1 Commons Ranger Report**

Members were circulated with the latest report which noted amongst other items the damaged Warren Track sign, already known to the Office. Reported shallow water in general has been noticed. Coursers Road between the track and the Warren is over - grown Heather growth observed, and also noted on walk about with CMS recently.

10.2 Three Valleys Water Pipeline across the Common

The Chair and Clerk have signed the lease details for return to Ottaways, the £1600 will follow as agreed for payment with all costs to 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. Other than sign damage will give opportunity for a better sign and wording regarding access, no fly tipping and overnight parking prohibited.

10.5 Common Stewardship (see also 5.8 & 5.9)

Past reported in item 5-nothing further to add. Fencing tenders out and the final detail by October to DEFRA. Clerk and Cllr Brazier met and walked common with Rachel Keene from CMS on Friday 2nd September. Progress is satisfactory so far.

10.6 Grass Cutting Contract.

Mr Paxton has option to use additional fuel surcharge if Diesel goes over .50p litre on agreement made with extended contract.

10.7 New Bridge

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

10.8 Fly Tipping

List circulated to members, response also noted from Minister earlier written to.

11 RECREATIONAL AREAS**11.1 Parish Warden Report**

Report circulated, a tree had fallen on the common and Mr Paxton has been asked to saw it up and remove it as a matter of public safety. (Not normal duty-to cost £50)

11.2 Parish Gardens Report

Report is not available at this time Clerk has reasons if members wish to be advised.

11.3 Park Inspections

There were no reports this time, office to order play bark required in various locations Is noted including Tyttenhanger Charles Morris and Smallford Park.

11.4 Signs

The Clerk advised signs are in process and some already done and fitted. Others on order indicating "Parish owned property" etc.

12 HIGH STREET RECREATION GROUNDS

12.1 Colney Heath Football Club

Works to start on disabled toilet on 15th September-members noted that there was no news on any Grant Funding efforts being obtained by the Club so far.

12.2 Tennis Court Report.

Nuisance reported on vandalism cutting of Penfold Fence wire.

12.3 Lafarge Land Issues

No further reports.

13 COMMUNITY PARK & POCKET PARK

CMS representative has had a brief look at the Park, Cllr Corley is keen to include this on the future maintenance project and budget, for a children's walk.

Smallford had complained about the Alban Way, Boissy Park and near Breakspear School-the Clerk had arranged for SADC Environmental and to request a litter pick.

14 ROESTOCK PARK

14.1 Inspection Report & Play Equipment & Graffiti

Cllr Corley is trying to obtain a "BIFFA"- Award to refurbish the play equipment at this park, application is lengthy.

14.3 Signs, Gates & Equipment

Signs, add to Clerk list.

15 Deleted

16 SMALFORD PARK & DOG WALK

The Clerk had no further reports for the Chairman-noted and moved on

17 SLEEP SHYDE PARK

17.1 Inspection Report

Clerk has no further report to offer the Chairman-noted and moved on

18 SLEEP SHYDE POND

18.1 Inspection Report.

Clerk had no further reports for the Chairman-noted and moved on

19 GLOUCESTER PARK

19.1 Inspection Report

Similar to last meeting, archive details are to be sent to Ottaways regarding land registration. Clerk has had discussions with Solicitor about registering land which since a 2000 act is more difficult. Landowner is to be sought regarding lease situation as we are maintaining land. Cllr Reeves is keen to see this resolved. Discussion about the narrow entrance reported by Mr Paxton may indicate some fencing encroachment. Cllr Reeves wanted outer grass edges topped off. Clerk to discuss with Mr Paxton

20 TYTTENHANGER FIELD & PLAY AREA

Cllr Reeves requested play bark; Clerk said he needs to check with MR Paxton.

21 HIGHFIELD PARK & TRUST

The area has shown good development with the mini supermarket open and trading. Previously reported to members-this heading to be used in future as agenda position

22 HIGHWAYS AND FOOTPATHS

22.Parish Paths Partnership

No reports other that stile at rear of Common Footpath 36 needs replacement work. (This item on footpaths needs separation from highways issues next agenda.)

22.1 Public Transport

Cllr Corley had previously reported in item 5, again -this heading used next time.

22.2 Smallford Trail

No reports, other than reports that the barrier installed to prevent motorcycles may hinder other users, and is not stopping bike use. A popular path, Cllr Brazier said it is used by all types on foot, horse, and bicycle and motorised, the Clerk was concerned at the safety of the mixed use.

22.3 Disabled Access to Countryside

Cllr Brazier has to explore some ideas for this project indicating that a path on the common could provide a link to Willows Farm and have some purpose. (This item needs to be linked to footpaths next agenda.)

22.4 General Highway matters

Cllr Henchley was incapacitated and unable to join the regular progress meeting with the Clerk on 6th September with council highway officers. Subjects discussed with the Officers as follows:-

Feasibility study regarding High Street Colney Heath, members agreed Clerk to send a letter to support this project for improved safety in whole area of High Street.

Noted that average traffic & vehicle speed taken outside V/Hall is 38/39mph.

Three Valleys Water served stop on work on the Smallford area, excessive materials on site, admin/ work plan reasons. (Water Mains renewal Scheme-see letter 20 May.)

Grips and ditches in Station Road mentioned, representatives believe some of this has already been done. Areas in Admirals Close re surfaced cost £700 Clerk has photos from H/Ag suggest any further works-could Cllr Henchley provide a site plan first.

Sign cleaning has slipped-H/Ag admitted-Clerk had mentioned this had not been done for over two years a least, include village entrance sign Coursers Road end.

Crossing Patrol outside school has noted some vehicles not obeying to stop-this is an RTA offence-Clerk to write to Herts Police. Also east keep left sign gone on island.

Salt Bin at A414 Long-about end on order according to Officers present.

The Clerk was handed a spreadsheet containing mostly London Colney schemes, the Colneys are headed under one reference as District 52. List to be circulated to Cllr's.

An information letter has been received from Mr Walmsley regarding the works at St Peters Street and City Centre-works expected to go on until April 2006.

Mention of parking outside Barley Mow Pub, Cllr Day said there have been some busy times and the landlord was looking at increasing the car park. Cllr Brazier said about the NCP Warden Scheme and Zone for Residents plan if there was a problem.

The Clerk said members should note- in the minutes of the Highways Partnership Joint Panel-27 July- P/Councils are to be consulted on Grounds Maintenance Service Contract when the John O' Connor contract is procured for renewal in October 2006.



23 VILLAGE HALL (COUNCIL OWNED BUILDING)

The Clerk had been approached by a Film Unit to use the frontage of the hall for a film scene on Oct 10th for a substantial fee. The VHC had been notified, it might cause slight inconvenience to T/Tots and Old Friends Club with plans to start the filming at 12 noon. Some parking in car park also may cause minor inconvenience. Letter outlining the plans expected from the company. Cllr Brazier advised the fee be requested in advance with conditions such as damage repair and insurance liability.

24 CHARLES MORRIS HALL (TRUSTEE BUILDING)

An application for Grant Aid of £1250.00 towards a sound and hearing loop system Refurbishment of Play area-letter from management committee.

Decision on both remains deferred until the Budget review-

25 OUTSIDE ORGANISATIONS

No reports this time.

26 ST ALBANS & DISTRICT COUNCIL

This listing shows mostly Licensing applications for the SCADC Sub Committee to consider as part of the new application structure deadline on 6th August. The large number of new applications are often not relevant to the village premises. It is prudent to consider only noting Colney Heath applications in the heading in section 8 of the agenda leaving members to view these general area applications at or from the office.

27 OPERATIONAL MATTERS-STAFF & OFFICE

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

No further matters noted

Important Correspondence/Late Matters-None to report

There being no further business the meeting closed at 10.10 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-6-sept/05-© 12/09/05

Minutes of the PART II Meeting 8th September 2005

1. Apologies, Declarations & Announcements.

There were apologies from Cllr Hall-Cllr Crump Cllr Henschley.

2. Minutes of Part II on 7th July 2005

Minutes of the Part II meeting 7th July were approved and accepted as correct

Proposed by Cllr Brazier

Seconded by Cllr Reeves

3. Matters arising from the Minutes

There were no matters arising from the minutes

4. Business as follows;-

Some of the items here have been debated in the main meeting-the part 2 was secured in case of any matters that could not be relayed in public for any reason.

P2-01 Pre School

Clerk gave an update and give figures earlier-comments noted

P2-03 Staff Engagement –Pre School

Clerk added that all staff will be given new contracts, some had additional qualifications now and therefore will expect and have right to a small increase in hourly rate and job specification.

P2-04 Disability act 2004

No matters this time.

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

Families involved with Asst Clerk in arrangements-memorial seats etc.

P2-07 Parish Office & Staff-new Salary Scales

The Clerk will discuss again with Fin/Committee after next years budgets are concluded.

P2-08 Staff (Outside)

None this time

P2-10 Code of Conduct & Standing Order Issues

Clerk advises matter remains outstanding and needs to be addressed at some stage

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

Consultation and approval of letter to residents-debated

P2-13 Issues of Statements by Council

Opinions of members regarding CHPC statements are to consider at a future meeting

John Dean

Clerk to Colney Heath Parish Council-at 12th September 2005