

PLEASE BRING TO MEETING
ON 8 OCTOBER 1997.

COLNEY HEATH PARISH COUNCIL

MINUTES of the meeting of Colney Heath Parish Council held at the Pavilion, High Street Recreation Ground, Colney Heath on Wednesday 10 September 1997.

PRESENT

Cllr. C. Brazier (Chairman)

“ Mrs. S. Defoe

“ F. S. Ellis

“ Mrs. H. Lynch

“ Mrs. M. Nash

“ Miss A. Thomas

IN ATTENDANCE

D. Becker 95 High Street

Mrs. M. Brown – 2a Colney Heath Lane

Mrs. A. Fowler – 31 Meadway

F. Graham – 58 Tollgate Road

Mrs. G. Graham – 58 Tollgate Road

M. Hughes 66 Oaklands Lane

Mrs. J. Jeffrey – 18 Roestock Gardens

Mrs. G. Moody Greenleas, Roestock Lane

Mrs. A. Nash – 26 Oaklands Lane

Mrs. C. Pluck (Clerk to the Council)

APOLOGIES

Cllr. S. Parish (work commitment)

“ D. Crump (work commitment)

1. MINUTES

The Minutes of the meeting held on 10 July 1997 were taken as read, confirmed and signed as a true record subject to the following amendment:

Page 4 – Finance

Delete “Honary” and insert “Honorary”

Page 11 – Highways – Smallford Trail

Amend item to read “No matters were reported on the Smallford Trail”.

2. MATTERS ARISING

Page 1 – Land to West of Church Lane

The Clerk reported receipt of a quotation of £100 for the supply and erection of a two-strand post and wire fence along the Common boundary to the west of Church Lane.

RESOLVED to accept the quotation and also ask for the resiting of the stile to the far end of the boundary, adjacent to the riverbank.

Page 2 – Millenium Project

Cllr. Mrs. Nash reported that she was waiting for any further suggestions from parishioners for Millennium projects.

The Clerk reported that the District Council had no objection to the siting of entry signs into the parish as long as they did not obscure visibility or access for vehicles or pedestrians. It was

2. MATTERS ARISING (CONT.)

suggested that a site meeting be organised with the District Council before proceeding with the purchase or installation of the signs.

Page 2 – High Street Recreation Ground

The Clerk reported that the CDC Leisure Department had sent information on three companies who would carry out maintenance on tennis courts.

RESOLVED to write to all three companies requesting a quotation for the repainting of white lines on the two tennis courts at the High Street Recreation Ground.

Page 2 – Footpaths and Bridleways

Received a response from the CDC that later in the year they would reconsider the request for a bin at the end of Footpath 7 Hillend Lane.

Page 3 – Finance

Cllr. Mrs. Nash asked how many of the baseball caps had been sold at the Village Day.

The Clerk reported that 23 caps were sold at the event and a further 5 had been sold since.

RESOLVED to ask the Football Club if they would be prepared have some baseball caps for sale at the Pavilion.

Page 6 – Planning

Received letters from the CDC Planning Department on the outcome of recent enforcement notices at two properties in the parish.

Bluebell Cottage in Tollgate Road had been inspected and the owners instructed to demolish the conservatory. This had now been carried out.

Fairholme in Roestock Lane had been sold and the new family had residents living in the ancillary building. The CDC stated that the ancillary building was not considered a separate residence if a family member occupied it.

Page 10 – Colney Heath Flood Alleviation – Feasibility Study

Received a copy of a reply from the EA to Cllr. Mrs. Nash's letter, as a resident of Park Lane. The EA stated that floodplain landfill would not affect water levels at Park Lane. No decision had been taken on whether to proceed with the Mimmshall Brook scheme.

Page 10 – Smallford Playing Field

The Clerk reported that she had pressed County Property Partnership for a reply to the Council's letter of 11/7/97 regarding the installation of dog bins at the site and the creation of a children's play area.

CPP had suggested that the Parish Council or the Residents' Association approach Harvesters Football Club to request the installation of dog bins as County had no money to fund the request. CPP felt Harvesters would be unlikely to agree as it would be felt that dog bins on the site would encourage more use of the playing field by dog owners.

CPP also stated that the lease of the site to Harvesters Football Club had now been finalised and therefore the Council should approach Harvesters about leasing an area for children's play equipment.

RESOLVED to write to the Chief Executive of Herts. County Council, with copies to Smallford Residents' Association and Cty. Cllr. Rosie Sanderson, detailing previous discussions and correspondence with CPP and expressing the Parish Council's dismay that no progress had been made on either matter. To ask the Chief Executive to look into the matter on behalf of the Parish Council.

2. MATTERS ARISING (CONT.)

Page 11 – Bus Shelter, Station Road

Reported the installation of the new bus shelter in Station Road, Smallford.

Cllr. Mrs. Defoe asked that the new shelter be included in the monthly bus shelter cleaning schedule.

RESOLVED to ask Mr. Stayton to add the new shelter to his monthly cleaning schedule.

Page 12 – Charles Morris Hall

The Clerk reported receipt of a quotation for the supply and fitting of a painted wooden post and rail fence for the front of the Charles Morris Hall.

RESOLVED to await a further quotation before making a decision on the work.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no items of business notified to him since the meeting on 9/7/97.

4. SPECIAL BUSINESS

a) Proposed Peter's Green to South Mimms Gas Pipeline

Received copies of the Method Statement for the section of the Peters Green to South Mimms gas pipeline to be routed across part of Colney Heath Common.

Received notes from the Council's meeting with Transco, RSK, HERC and CMS held at the Pavilion on 3 September 1997.

Cllrs. considered recommendations made at that meeting and discussed arrangements for the Public Meeting to be held on 24/9/97.

RESOLVED to print a notice of the public meeting for display on all the Council's noticeboards (A4 laminated) and to be delivered to all properties in the parish (A5).

Members of the public present at the meeting offered to assist the Clerk and Cllrs. in the leaflet delivery.

b) 1997 Best Kept Village Competition Results

Received details of the results of this year's competition.

The Clerk reported that Tyttenhanger Green had scored 86.5%, Colney Heath and Sleafshyde had both scored 86% and Smallford had scored 85%.

Councillors considered arrangements for presentations to the four communities.

While trees had been awarded to all four communities in previous years Cllrs. felt that the Residents' Associations may have ideas for other awards.

RESOLVED to contact the four Residents' Associations for suggestion on what awards they would like for this year's competition.

c) Hertfordshire Rural Arts Project

Received details of the above project organised by St. Albans City & District Council inviting Colney Heath to participate.

RESOLVED to thank the CDC for the invitation but to decline as the Parish Council was already involved in another, similar project.

d) Hertfordshire Police Authority

Received an invitation from Hertfordshire Police Authority for the Parish Council to nominate a representative to join the St. Albans Police Community Partnership.

As the first meeting had been scheduled for 8 September Cllr. Brazier, in the absence of the Chairman and Vice Chairman, had agreed to attend prior to the Parish Council giving consideration to making an official nomination.

Cllr. Brazier reported on his attendance at the meeting which he had found very interesting.

4. SPECIAL BUSINESS (CONT.)

It was proposed and seconded that Cllr. Brazier be nominated as the Council's representative on the PCP with Cllr. Miss Thomas as a substitute if Cllr. Brazier was unable to attend.

RESOLVED to inform the PCP of the nomination.

Received a verbal request from Supt. Colin Westward (St. Albans Police Station) to attend either the October or November Parish Council meeting to speak to Councillors about the St. Albans Policing Plan.

RESOLVED to invite Supt. Westward to attend either the October or November meeting from 7.30 to 8.00 p.m.

e) Colney Heath Chronicle

Cllr. Ellis drew Councillors' attention to recent problems relating to the publication and distribution of the Chronicle and the need to consider options for future editions.

RESOLVED that Cllr. Ellis convene a meeting of the Chronicle Working Party, to meet before the next Council meeting, to make recommendations for improving the Chronicle publication and distribution.

5. FINANCE

a) Parish Council Accounts

Received copies of all emergency and current accounts which had been circulated to Cllrs. before the meeting.

RESOLVED that the Chairman's action in authorising the signing, out of meeting, of all emergency cheques be confirmed and that cheques be drawn to cover all current accounts.

b) Charity of Charles Morris Accounts

Caroline Pluck, as Honorary Clerk to the Trustees, presented an up-to-date financial report.

6. PLANNING

a) Planning Applications

Received weekly lists of planning applications from St. Albans City & District Council.

Received any planning applications from Herts. County Council.

Cllrs. considered the comments collated by the Planning Applications Officer as circulated prior to, or reported at, the meeting.

5/97/1107 Use for class B8 storage purposes and installations of two portable buildings at Pearce Recycling Co. Ltd., Acrewood Way.
NO OBJECTIONS

5/97/1187 Erection of canopy at Units X and Y at Lyon Way, Hatfield Road for Belpar Rubber Co.
NO OBJECTIONS

5/97/1191 Two storey side and single storey extension at 5 St. Marks Close, Colney Heath
OBJECTIONS:

1. This house already has the benefit of an extension to the rear of the original building.
2. With the additions and extensions proposed with this application it would produce a building significantly larger and different in character to the original small two up two down that exists now.
3. Although an expectation to enlarge this type of property is acceptable it must remain within the limits of the Green Belt Provision Policy 13.

6. PLANNING (CONT.)

4. The application is built right up to the boundary leaving no space between properties at second floor level.

The Parish Council urge refusal under Policy 1 and Policy 13.

5/97/1192 Single storey rear extension at 72 Firwood Avenue, St. Albans.

NO OBJECTIONS

5/97/1197 Two storey side extension at 13 Roestock Gardens, Colney Heath.

OBJECTIONS:

1. Extended dwellings in the Green Belt should be modest and well integrated with the rural surroundings and the amenity of nearby dwellings. This does not comply with Policy 13 – the scale is far too large including the conservatory and extensions have already been made to the property.
2. Although other similar extensions have been approved recently in Roestock Gardens this application is far too large and unsympathetic to the original building.
3. The scale and impact upon the original building will create a building significantly larger and of a different character.

5/97/1232 Two storey side extension at 52 Wynchlands Crescent.

NO OBJECTIONS

5/97/1245 Erection of four detached dwellings at 126 Hillend Lane for Alliance Homes.

NO OBJECTIONS

5/97/1247 Continued use of petrol filling station without compliance with condition 6 of 5.91.0766 (hours of opening) at Shell Smallford for Shell UK Ltd.

OBJECTIONS:

1. The application in 1991 was approved with conditions to protect the amenity of this rural location and the residents – “the premises hereby permitted shall only be open for sales to members of the general public between the hours of 7 a.m. and 11 p.m. only and at no other time.
2. The Parish Council sees no justification for this condition to be changed or removed. The amenity of the area would be seriously affected and all night opening would make the garage a fill up stop for overnight lorries that use the Hatfield Road as a through route.
3. Any increase in the hours of use of the garage would cause noise, pollution and extra activities that are unacceptable to the amenity of the locality – particularly as sound carries further at night.

The Parish Council urges refusal of the request to remove condition 6.

5/97/1248A Internally illuminated forecourt signage at Shell Smallford for Shell UK Ltd.

OBJECTIONS:

1. The Parish Council would apply the same reasons that the District Council and Parish Council gave for previous refusal of a recent application on this site.
2. The proposed illuminated signage is totally unacceptable especially the fascia lighting to the overhead canopy, the close proximity of the residential flats makes this an unsupportable request particularly as Shell are requesting 24 hour use.
3. The Parish Council urge refusal and would wish to see both applications (1247 and 1248a) dealt with together.

6. PLANNING (CONT.)

5/97/1249 Continued use for vehicle recovery service at High Street, Colney Heath for Butterfields Recovery.

OBJECTIONS

1. The Parish Council objects strongly to this application, stated as a continued use in the list of applications but written in the application as a renewal of temporary or permanent use. This is unacceptable after 10 years.
2. It appears that the site itself has become larger than existed originally with extra land to the rear.
3. Vehicles appear to be stored to the left of the site and never move and the level of activity has increased recently.
4. This has been described as an inappropriate use by the District Council, the Appeal Inspectors and the Inspector from the DoE in his assessment of the Local District Plan.
5. The Parish Council has understood over the last four renewals about the complex issues that surround the relocation of this site in conjunction with the London Colney site (Policy 140) and have been very patient and supportive. At this point in time the Council can no longer continue to support any more renewals for continuation of use on this site in Colney Heath.
6. It is totally inappropriate and unacceptable and the Parish Council urge refusal.

5/97/1268 Construction of car sales and service facility at Compact House, Lyon Way off Hatfield Road for Gilbran Investments.

OBJECTIONS:

1. The Parish Council has no objections to the use, in principle, however the application as it stands is unacceptable.
2. The landscaped area to the front of the main complex is too small and incompatible with adjacent sites. The circular display of cars to the front of the site erodes the landscaping buffer zone that has been preserved at the front of the surrounding sites located along the Hatfield Road in that area.
3. The amount of car parking for customers and used cars seems excessive (29 across the front of the site) and intrusive and need to be relocated.
4. A total of 709 spaces for used cars are unacceptable particularly in their highly visible location without the benefit of landscaping screening. The posts along the front of the site are an unsympathetic design feature in this rural location.
5. More landscaping and screening is needed for the site particularly to the front (Hatfield Road) and side (Lyon Way).
6. There appears to be an excessive number of spaces for customer car parking and it is suggested that internal islands of planted shrubs and trees be created to screen this hard area.
7. The Parish Council would like to see a condition such that retail use for this site is not allowed and change of use would not be permitted.
8. The Parish Council recommends refusal of this application with reference to Policies 44, 45 and 74.

5/97/1291 Erection of 37 four and five bedroom houses and associated works at Phase 3a Highfield Park, St. Albans for David Wilson homes.

NO OBJECTIONS

5/97/1303 Vehicle crossover at 406 Hatfield Road.

NO OBJECTIONS

6. PLANNING (CONT.)

5/97/1321 Two storey side and single front and rear extensions at 26 Park Lane, Colney Heath.

NO OBJECTIONS

5/97/1447 – Single storey front extension and loft conversion at 8 Sleapshyde Lane
OBJECTIONS

1. The application is misquoted as front extension drawings show it is at the rear.
2. Although in principle the rear extension is reasonable in being little more than 3 metres, there is a general lack of information and site plan to show proximity of neighbours and any effect on their amenity.
3. The loft structure is very large and overbearing in relation to the character of the original dwelling and is unacceptable.

The Parish Council objects under Policy 13 as the application is not modest, it is out of character with the building and will have an overbearing impact on the amenity of neighbours.

5/97/1478 – Two storey side extension and loft conversion at 12 Bullens Green Lane
OBJECTIONS

1. Although the neighbouring property and several other houses along the same street have had large extensions this application is for at least 100% of the original dwelling which is an unacceptable increase in the Green Belt.
2. Applications need to be modest and visually well integrated with the rural amenity of the area and their neighbours. This application is not modest and constitutes a doubling in size of the original dwelling.
3. Refusal is recommended under Policy 1 and Policy 13.

5/97/1479 – Single storey rear extension at 18/20 Sleapshyde Lane, Smallford.

While the Council has no objections in principle there are concerns that the property is growing in size.

If the current use were to change there would be a very large single dwelling in the Green Belt which future applicants might consider sets a precedent for future applications.

5/97/1509 – Extension to Glasshouse at Notcutts Garden Centre.

OBJECTIONS

1. The extension is contrary to policy 1 Green Belt.
2. Notcutts already have permission for extensive garden centre redevelopment within their curtilage and any further extensions in Green Belt will constitute overdevelopment.
3. The Parish Council recommends refusal under policy 1 i.e. detracts from the open nature of the Green Belt.

5/97/1569 – Erection of 8 dwellings, access road and parking at 540/542 Hatfield Road
OBJECTIONS

1. This backland development is totally inappropriate.
2. The proposal constitutes an overintensification of the site producing a cramped layout.
3. The Parish Council suggests that the number of houses be reduced to 4 or 5 which would be more suitable in a rural location.
4. The Council is also aware that the plot appears smaller on investigation than it appears on the plan and urges the Planning Officers to confirm the distances.

6. PLANNING (CONT.)

5/97/1581 – Side extension and detached garage at 53 Station Road.

NO OBJECTIONS

5/97/1582A – Non illuminated sign at Homebase Ltd., Alban Park, Hatfield Road.

NO OBJECTIONS

5/97/1532 – Front extension, rear conservatory patio area and car parking alterations at the Plough PH, Tyttenhanger Green.

OBJECTIONS

- i) This site has been extensively developed within the matrix of the Metropolitan Green Belt and the Public House is now almost 200% larger than the original building.
- ii) There are no special circumstances that can be justified in terms of the proposed application.
- iii) Potential noise generation to the residents by reason of the large conservatory and the associated use. More people will be visiting the premises which in turn will generate more traffic in a small, rural Green Belt village, already suffering from congestion.
- iv) Car parking spaces appear to have been reduced and the tree at the back of the car park has been removed. Visitors to the public house already use the highways verge opposite the premises on which to park if the car park is full.
- v) The depth of the conservatory has been reduced from 6.1m on the original application to 5.25m on the present application. This does not alleviate the previously stated problems of the building being far beyond the floorspace of the original 136m². In 1979 an extension of 147.5m² was added making the total size 283.6m² before this proposed extension which will create a 108% increase.
- vi) It is difficult, in view of other Public Houses which have had large conservatories granted at appeal stage, to rationalise the issue of proximity. This site was the subject of an appeal decision in 1992 where the application was similar to the present one. It was stated then "...that the proposed development is inappropriate and that the likely increase in vehicular and general activity would protrude into the open countryside" and that it would affect the residential amenity of neighbouring properties. The Parish Council feels these considerations are still valid.
- vii) The Plough is located within the small and quiet matrix of a rural settlement village and therefore its needs to expand are directly at odds with the rural amenity of the location of the neighbours and residents of Tyttenhanger Green. It cannot be compared to other decisions made locally.
- viii) The Parish Council objects on the grounds of policy 1 and policy 72 – extensions within residential areas with reference possibly to policy 34 ii and vii and noise generated by the development due to the expected increase in usage.
- ix) The Parish Council notes that member of the community have made representation in support of a family room at the Plough.

6. PLANNING (CONT.)

b) Appeals and Enforcement Notices

There were no appeals or enforcements received since the last meeting.

c) Planning Decisions

The Clerk reported on any planning decision notices received since the last meeting.

5/96/0650 – Residential development (outline) for Class C3 use at Salwey Land adj. 330 Camp Road.

APPROVED

5/97/0793 – Single storey rear extension and garage at 66 Tollgate Road.

APPROVED

5/97/0809 – Single storey rear extension at 4 St. Yon Court.

APPROVED

5/97/0810 – Two-storey side, single storey front and rear extension at 13 Hall Gardens.

APPROVED

5/97/0854 – Two storey side and rear extension and car port at 58 Firwood Avenue.

REJECTED

5/97/0914 – Extension (renewal of planning permission 5/94/0426 & 5/94/1003) at Highfield Clinic, Highfield Lane.

APPROVED

5/97/0920 – Conservatory at 9 Colney Heath Lane.

APPROVED

5/97/0983 – Side extension and detached garage at 53 Station Road.

REJECTED

5/97/0993 – Extension to garden centre, canopy, screen wall and additional car parking at Homebase Ltd., Alban Park.

APPROVED

5/97/1000a – Directional sign at Smallford Works, Smallford Lane.

APPROVED

5/97/1003a – Internally illuminated totem sign at Homebase Ltd., Alban Park.

APPROVED

5/97/1042 – Conservatory at 15 Tyttenhanger Green.

APPROVED

5/97/1187 – Erection of canopy at Units X & Y, Lyon Way, Hatfield Road.

APPROVED

5/97/1191 – Two-storey side and single storey front extensions at 5 St. Marks Close, Colney Heath.

REJECTED

d) Planning Procedures

Cllrs. considered the current procedure for dealing with weekly planning applications notified by the St. Albans City & District Council.

Received a letter from the Chairman of the Parish Council (in anticipation of his absence at the meeting) giving his views on the procedures which should be adopted to ensure efficient and effective third party planning comments being submitted within the given consultation period. The Chairman expressed the view that the Parish Council should attempt to give a local perspective on planning applications and it was felt that the District Council Planning Committee may not necessarily hold the same opinions on an application as a Parish Council would.

Cllr. Mrs. Defoe felt that the Parish Council should respond to relevant planning documents under policies outlined in the District Plan.

6. PLANNING (CONT.)

Cllr. Mrs. Nash felt that the Parish Council should adopt a more formal structure for considering and responding to planning applications which may only be achieved by forming a planning committee or working party.

Cllr. Mrs. Defoe urged all Cllrs. to take an active role in the consideration of planning applications.

RESOLVED that upon receipt of the weekly planning application lists every Friday, Cllrs. read the list and request sight of any plans they wish to study. These plans would be delivered, along with Cllr. Mrs. Defoe's draft comments, the following Friday. Any additional comments or amendments should be notified to her or the Clerk before the end of the following week.

The Clerk would then type and send off the agreed comments which would reach the District Council within the three-week consultation period.

This new procedure would be reviewed after a two-month trial period.

e) Oaklands College – Planned Gravel Extraction

Received details of the proposed extraction plans by St. Albans Sand & Gravel to extract over 3.6m tonnes of sand and gravel over an estimated period of 9 years.

Cllrs. reported their attendance at a public meeting held on 27/8/97 organised by the Smallford Residents Association.

RESOLVED that Cllr. Mrs. Defoe and the Clerk compile objections for the two applications relating to St. Albans Sand and Gravel.

7. OPEN SPACES

a) Colney Heath Common

i) Common Ranger's Report

Received the Ranger's 108th report for July and August 1997.

ii) Common Working Party

Received a report of the CWP meeting held on 4/9/97 and discussed any matters raised.

The CWP had met with the Solicitor representing no. 25 High Street who agreed that the Council did have the right to relocate the Common boundary post to the left of the rear of the property and to ask that the recently created rockery be removed.

RESOLVED confirm these agreements in writing to the Solicitor.

The CWP had also agreed to the relocation of the posts to the rear of no. 53 High Street and this had now been carried out by Mr. Paxton.

A build up of garden refuse to the rear of no. 3 Park Lane was creating a fire hazard and needed to be cleared and the enclosure of an area of Common to the rear of no. 25 Park Lane needed to be cut through.

RESOLVED to ask Mr. Paxton for a quotation for both these items of clearance work.

iii) LNR Launch – 6/9/97

Cllrs. reported on the launch of the Common as a Local Nature Reserve on Saturday 6 September 1997.

It was reported that Colney Heath WI had supplied and served refreshments at the event which were much appreciated by all those who attended.

Cllrs. approved reimbursement for the cost of consumables and considered the Chairman's request that the Parish Council approves a donation of £100 to the WI for their preparation and organisation of the refreshments.

RESOLVED to reimburse the WI for the cost of the consumables and donate the sum of £100 for their hard work and organization involved.

7) OPEN SPACES (CONT.)

iv) Land to rear of no. 77 High Street

Received a request from the resident of. No. 77 High Street for the potholes in the area of Common directly to the rear of her property to be filled-in before the winter.

Received a letter from the same resident querying the proposed installation of Common boundary marker posts.

RESOLVED to the resident that the Common Working Party would be considering all matters relating to the Common in the very near future.

Received copies of correspondence between the resident of no. 77 High Street and the Village Hall Council regarding various matters relating to the use of the Common and the Village Hall. The majority of VHC committee members had agreed that the Parish Council should be asked to deal with future complaints from the resident as the VHC had exhausted its suggestions and responses none of which had seemed to resolve any conflict.

The VHC felt that the Parish Council's response to future complaints might be viewed as more authoritative.

RESOLVED that the VHC Chairman write to the resident asking her to refer any future correspondence on the Village Hall to the Parish Council who were Trustees of the Village Hall.

v) Car Parking on Colney Heath Common

Received a letter from English Nature advising the Council on how to deal with residents parking on the Common, enclosing a booklet on Local Nature Reserves with details of bylaws, which could be imposed to prevent parking on Common Land.

RESOLVED i) to contact CMS for details of other bylaws created for Common land.

ii) that the CWP meet to consider all aspects of parking on the Common.

vi) Coalposts and Codswallop

Received details from Watling Chase Community Forest on the planned programme of events commencing with a display of photographs of the Common from 4 – 9 p.m. in the Christian Centre.

On 27 September a guided walk of the Common would be held with re-enactments of historical events on the Common taking place at certain points.

b) Recreational Areas

a) Charles Morris Hall

Received a letter from a resident of Tyttenhanger Green regarding outstanding pruning and maintenance at the Charles Morris Hall recreational area and the matter of garden rubbish being dumped in Tyttenhanger Playing field to the rear of the hall.

The Clerk reported that the pruning had been requested and maintenance of the fence was being dealt with.

RESOLVED i) to write to all residents of Tyttenhanger Green whose properties backed onto the playing field, informing them that the Parish Council Park Ranger would be clearing the boundary and would they ensure that no garden refuse was dumped in the playing field in future.

ii) To ask Mr. Paxton for a quotation for clearing the boundary of Tyttenhanger Playing Field.

c) High Street Recreation Ground

The Clerk reported receipt of an invoice for pitch maintenance work at the High Street Recreation Ground. Members of the Football Club had informed her that the work was not complete.

7. OPEN SPACES (CONT.)

RESOLVED to defer payment of the invoice until the Football Club reported that the work was complete and had paid their contribution to the works of £427.50.

d) Park Ranger's Reports for July and August 1997

Received the Park Ranger's reports and discuss any items raised.

Received a request from the Chairman of the Council that future Ranger's reports include references to dates of when playbark was raked in order to assess whether the frequency of raking should be increased.

RESOLVED to ask Mr. Paxton for dates of when playbark was raked each month.

e) Community Park

Cllr. Mrs. Defoe suggested that Groundwork could investigate the ecology on the bank in the park and advise on whether any action was needed.

RESOLVED to contact Groundwork Hertfordshire and ask if they could visit the site and advise on the ecology of the bank.

f) Highfield Trust

Cllr. Ellis reported on the progress of the Highfield Trust.

The Clerk reported communication from the Estate's Residents' Association regarding concerns over the lack of children's play facilities.

Ms. Delarre from Aldwyck Housing Association attended the meeting to stress the urgent need for play equipment on the development.

It was felt that the CDC had overlooked its undertaking to provide play equipment and as neither the Housing Association, Highfield Trust nor the Parish Council had the funding to provide the equipment it was felt the CDC should be urged to fund the play equipment.

RESOLVED to write to the CDC Planning Officer pointing out that the play area provisions at planning stage had not been fulfilled and that the CDC should endeavor to provide the funding for a play area on the new development as soon as possible.

The Clerk also reported a request for the Parish Council to consider erecting a noticeboard in Russet Drive on the Highfield Estate to keep the residents fully informed of parish activities and events.

Ms. Delarre reported that the Housing Association had already erected a noticeboard which the Parish Council were welcome to use to display notices.

RESOLVED that the Clerk send copies of Agenda and other local notices to the secretary of the Highfield Residents' Association.

g) Dudley Wood (formerly White Horse Lane Playing Field)

The Clerk reported that Watling Chase Community Forest had now confirmed that the name sign for Dudley Wood was now ready to be erected at the site.

The Councillors considered the organisation of an appropriate ceremony for the official naming of the site.

It was felt that the ceremony should take place as soon as possible as there had been such a long wait for the sign to be produced.

RESOLVED to contact Watling Chase and suggest that Mr. Wood's family, London Colney Parish Council, the press etc. all be invited to a weekend unveiling ceremony some time this autumn.

7. OPEN SPACES (CONT.)

h) Sleapshyde Pond

The Clerk reported a request from the resident of a property adjacent to Sleapshyde Pond that the Council creates an access to the pond from the highway to prevent children crossing his land to play in the pond area.

RESOLVED to ask Mr. Paxton to clear the vegetation surrounding the gate to the front of the site to encourage children to access the pond area through the gate.

Cllr. Mrs. Defoe reported on the progress of the lease renewal for the pond.

RESOLVED that the Clerk write to Redland Aggregates to enquire about the progress of the lease and to establish the exact boundary of the pond area and the adjacent property.

8. HIGHWAYS

a) Public Transport

Passenger Transport Update no. 114 – August 1997

Passenger Transport Update no. 115 – September 1997

Central Area Travel Guide – September 1997

Network map – 1997/98

Travelwise – Quarterly newsletter – summer 1997

Hertfordshire Saver Card

Received details of the new Hertfordshire Saver Card – half rate travel for under 19's in full time education.

Cllrs. discussed the benefits of the new scheme which appeared to increase costs and administration for those applying for a card.

It was reported that the £5 fee for obtaining a card would entitle the holder to half price travel, including weekends, while in full time education.

Transport Partnership

Received details of Town & Parish Councils Transport Partnerships – enhanced powers for Town & Parish Councils.

Councillors considered whether to take a more active role in meeting local transport requirements.

b) Smallford Trail

There was no report on matters relating to the Smallford Trail.

c) Footpaths & Bridleways

Cllr. Brazier to presented a verbal report on footpaths & bridleways in the Parish.

The Parish Paths Partnership had stated that the Parish Council was paying too much for footpath clearance and requested copies of invoices for the work carried out over the past year. The Clerk undertook to provide this information.

Cllr. Brazier reported that the CDC had undertaken to replace the footpath sign along Oaklands Lane near the BT site.

The Clerk reported a request from the CDC Footpaths Officer for the Parish Council to consider contributing towards the cost of providing a new, metal stile at the entrance to the footpath adjacent to The Chalkdrawers Arms in Roestock Lane.

Cllr. Brazier confirmed he had contacted the CDC Footpaths Officer to discuss this.

Diversion Proposals for Bridleways 48 Sandridge and 1 Colney Heath

Received details of the revised diversion proposed by RMC.

8. HIGHWAYS (CONT.)

Street Naming and Numbering

Received a letter from St. Albans CDC requesting that the Parish Council continue to supply suggestions for new road names in the parish in order that the CDC has a list from which to choose when new names are required.

Received a letter from CDC Technical Services asking for the Council's views on naming a new road on the Highfield Development after Diana, Princess of Wales.

RESOLVED that the Parish Council did not wish to make a decision on the suggestion at the meeting but rather to refer the idea to the Highfield Trust for their consideration.

9. COUNCIL OWNED (OR TRUSTEE) BUILDINGS

a) Village Hall

Received a copy of the minutes of the Public Meeting held at the hall on 15/7/97 to present and discuss the proposed extension and grant application.

Received a report on progress of the application for a grant to improve and extend the hall. After a meeting with the Village Hall Advisor it had been confirmed that the Parish Council would need to contribute most of the matched funding for the project.

RESOLVED that the Parish Council commits the building fund (currently £30,000) to the project for the proposed extension and improvement of the Village Hall.

It was reported that the Architect recommended by the Community Development Agency had not produced the promised plans and specifications for the project.

The VHC had requested plans, specification and an estimate for an alternative architect to enable Stage One of the application to be processed.

RESOLVED that the Parish Council would cover any costs incurred in the production of plans and specification for the grant application.

b) Charles Morris Hall

Cllr. Ellis had no report on any matters relating to the Charles Morris Hall.

10. OUTSIDE ORGANISATIONS

a) Central & Local Government Environment Forum Newsletter – June 1997

b) CBTA August/September 1997 newsletter

c) HALC 1996-97 Annual Report Assistance for Community Transport Schemes – booklet Understanding Allotments – training courses on 10/9/97 and 24/9/97 Information Sheet No. 4 – August 1997 Information Evening on 17/10/97 at The Ashbourne Room, County Hall from 7.30 p.m. on The County Structure Plan.

d) Harpenden Town Council Forum magazine – September 1997

e) Hertfordshire County Council Environment Information pack Action Pack for Hertfordshire

f) Hertfordshire Rural Action Bulletin – June 1997

g) Hertsmere Borough Council Hertsmere Local Plan

h) Local Agenda 21 Agenda for meeting on 15/9/97 June 1997 newsletter

10. OUTSIDE ORGANISATIONS (CONT.)

- i) Local Government Drugs Forum
Drug Solutions – A Fact Sheet For Parish Councils
- j) London Green Belt Council
Minutes of meeting on 16/7/97
Notice of AGM on 27/11/97
Notes issue no. 104
- k) NALC
Annual Report & Accounts – 1996/97
- l) NPFA
News – summer 1997
Conference – 20/11/97 on “Raising the Standards for Play”.
- m) Hertfordshire Police Authority
Policing in Hertfordshire – Annual Report 1996-97
- n) St. Albans & District Footpaths Society
Notes – August to November 1997
- o) St. Albans CDC
St. Albans Festival '98 – 2 – 12 July – invitation to be included in the Festival
St. Albans & District Business Forum – agenda for meeting on 4/9/97
Public Participation at Committee Meetings – leaflet on scheme.
- p) Watling Chase Community Forest
Guide – Summer 1997
- q) Welwyn Hatfield District Council
Inspectors Report – July 1997
- r) West Hertfordshire Health Authority – closure of Harperbury Hospital

11. STAFF

1997 Local Government Pay Settlement

To receive details of the 1997 Local Government pay Settlement for Local Council Clerks.
The 2.5% settlement (backdated to 1 April 1997) would mean the following monthly increases based on the Clerk's existing 30-hour week:

Salary point 25 – monthly increase of £25.13 (30/37 of full time salary)

Additions for permanent staff – monthly increase of £3.92 (no adjustment for part-time)

RESOLVED that Councillors approve the recommended total monthly increase of £29.05 with effect from 1 April 1997.

The Clerk reported that she had noticed an error in her calculations of Outer London Fringe Allowance.

She had mistakenly overpaid herself £6.82 per month for the last 12 months and proposed to deduct the total sum of £81.84 from her gross salary and allowances for September 1997.

RESOLVED that Councillors accept this rectification of an overpayment.

12. ST. ALBANS CITY & DISTRICT COUNCIL

Agenda, Minutes & Reports

- 24/6/97 Road Safety Advisory Cttee.
- 1/7/97 Parish Liaison Joint Cttee.
- 16/7/97 Full Council
- 18/8/97 Planning S/C South
- 3/9/97 Planning & Heritage Cttee.

13. URGENT BUSINESS

a) Colney Heath Centenarian

The Clerk reported notification of the 100th birthday in September of a former long standing resident of Colney Heath – Mrs. Jesse Tomkins.

RESOLVED that the Council sends a letter of congratulations to the resident who had moved into a nursing home earlier this year.

b) Salt Bins

Received a letter from Herts. County Council regarding plans to no longer service and maintain salt bins in rural areas.

The suggestion was made that Parish Councils may wish to take over the responsibility of providing salt for use by residents in icy conditions.

RESOLVED to inform the County Council that the Parish Council is not happy to learn of the decision to no longer service and maintain salt bins.

The Parish Council requests that the County Council provides information on

- i) the number of bins in the Parish of Colney Heath and their exact locations.
- j) The cost of annual maintenance of the bins – including the purchase of salt.
- k) What other liabilities would fall on the Parish Council if the decision was made to take on the responsibility of salt bins in the Parish.

There being no further business the meeting closed at 11.20 p.m.

CHAIRMAN

Stephen Park

DATE

08 October 1997

COLNEY HEATH PARISH COUNCIL - STATEMENT OF ACCOUNTS

SEPTEMBER

ITEM	BUDGET ALLOCATION	MONTHLY EXPENSE	PREDICTED EXPENSE TO DATE	ACTUAL EXPENSE TO DATE	UNDERSPEND OVERSPEND(-)
ADMIN					
Salaries	16289	2574	6680	6435	245
Wages	11410	2042	4755	5360	-605
Office Accommodation	612	102	255	255	0
Copying	1020	154	425	387	38
Telephone	633	0	264	235	29
Mileage	2053	271	855	749	106
Subs. & Dons.	674	70	131	76	55
Courses	102	0	45	0	45
Petty Cash	1056	200	440	600	-160
Office Equipment	663	1645	275	1743	-1468
	34512	7058	14125	15840	-1715
OPEN SPACES					
Grass Cutting	8000	1366	5000	3415	1585
Common	1000	400	333	400	-67
Boissy Park	400	383	290	403	-113
Roestock Park	1600	12	550	32	518
Community Park	500	0	125	70	55
Gloucester Playground	400	0	120	0	120
High Street	1700	1932	450	2007	-1557
Sleapshyde Pgd. & Pond	1500	0	200	45	155
Tyttenhanger Pgd.	700	0	200	50	150
St. Marks Church	200	0	83	33	50
Dog Bins	1900	592	1284	592	692
	17900	4685	8635	7047	1588
BUILDINGS					
Village Hall	2350	4202	2350	4448	-2098
Building Fund	10000	0	0	0	0
Bus Shelters	5200	367	2300	1694	606
Notice Boards	400	293	100	293	-193
Pavilion	657	0	0	0	0
	18607	4862	4750	6435	-1685
MISCELLANEOUS					
Chronicle	4000	220	1500	870	630
Miscellaneous	5750	22	2800	823	1977
Contingency	1000	0	0	0	0
	10750	242	4300	1693	2607
TOTAL	81769	16847	31810	31015	795
INCOME	10604	955	5221		
BALANCE 1996/97	67197				
PLUS UNDERSPEND	795				
BALANCE 1997/98	67992				

COLNEY HEATH PARISH COUNCIL MEETING ON 10 SEPTEMBER 1997

PARISH COUNCIL ACCOUNTS

A) EMERGENCY PAYMENTS

Eastern Electricity - High St. lighting to 30/6		8.70
RBS - reimbursement to Clerk for Dell computer		1,554.53
Wages Account - July payments		850.00
C. Pluck - July salary & allowances		1,136.54
Environplas - 2 litter bins for Common		220.05
R. Barrows - artwork for Summer 97 Chronicle		220.00
Inland Revenue - July		536.81
R. Paxton - Grass cutting for July		682.50
Colney Heath Football Club - proceeds from Village Day		38.05
Action Computers - Dr. Solomon's Anti Virus Tool-kit		90.55
G. Stayton -		
6 bus shelter repairs	366.59	
repairs to Sleafshyde noticeboard	292.57	
Tennis court sign	29.37	688.53
Wages Account - August payments		830.00
C. Pluck - August salary & allowances		1,126.21
C.S.Pluck - petty cash advance on 29.8.97		200.00
R. Paxton - August grass cutting		682.50
		8,864.97

B) CURRENT ACCOUNTS

Inland Revenue - August		509.63
Hertfordshire County Council - goal posts for Boissy Park		258.17
A.T. Oliver & sons - new hedge trimmer for High St. Gdsmn.		88.00
Eastern Electricity - air raid shelter lighting to 23/7/97		12.52
L. Hodgins - balance for disabled toilet at Village Hall		4,202.10
SDK (Kilsyth) -		
2 dog bins for Roestock Park	411.25	
Service period 16/12/96 to 18/7/97	101.99	
Service period 19/7/97 to 29/8/97	78.96	592.20
R.J.Paxton -		
Metal & wooden posts on Common	90.00	
Plank, nuts & bolts at Roestock Park	12.00	
Goal posts at Boissy Park	125.00	
Two litter bins on Common	90.00	317.00
A.T. Bone & Sons - maintenance on football pitches		1,755.83
Colney Heath Village Hall Council - hire on 6/9/97		22.00
St. Albans D.A.P.C. - 1997/98 subscription		70.00
Kall Kwik - July and August accounts		153.69
		7,981.14

Current Account	1,258.60
Business Reserve	21,318.85
Capital Reserve	77,552.89
Wages Account	374.46
Map - current account	11.71
Map - business reserve	839.10

Included in Capital Reserve Account:

Common Trust	7,500.00
Building Fund	30,000.00

MONIES RECEIVED AND BANKED SINCE 9/7/97

Colney Heath Football Club - July rental	217.67
S. Lloyd - July tennis takings	43.50
Village Day - profits on sales and stalls	38.05
Colney Heath Football Club- pitch fees instalment	150.00
Queens Head - 1997/98 Warren pitch rental	85.00
Charles Morris Hall 1997/98 rental	5.00
77 High Street - 1997/98 wayleave	5.00
Colney Heath Scout & Guide group - 1997/98 rental	50.00
55 High Street - 1997/98 wayleave	5.00
C.S.Pluck - credit card refund from Dell computers	35.25
S. Lloyd - August tennis takings	102.65
Colney Heath Football Club - August rental	<u>217.67</u>
	954.79

CHARITY FOR CHARLES MORRIS FOR ALLOTMENTS ACCOUNT AT TYTTENHANGER GREEN**BALANCES AT 8/9/97 1997**

Current Account	97.44
Business Reserve	427.84
Capital Reserve	3301.10