

MINUTES of a SPECIAL meeting of Colney Heath Parish Council held on Wednesday 28 January 1998 at the Pavilion, High Street Recreation Ground, Colney Heath.

PRESENT	Cllr. S. Parish (Chairman)
"	C. Brazier
"	D. Crump
"	Mrs. H. Lynch
"	Mrs. M. Nash
APOLOGIES	Cllr. Mrs. S. Defoe (District Council meeting)
"	F. S. Ellis (family commitment)
PRESENT	Mrs. C. Pluck (Clerk)

1. MINUTES

The Minutes of the Special Meeting held on Wednesday 26 November 1997 were taken as read, confirmed and signed as a true record.

2. MATTERS ARISING

Page 1 - Parish Election Recharge

The Clerk reported notification from the CDC that the 1998 Parish Election Recharge would be approximately £2000.
RESOLVED to allocate £2,000 for the 1998 Parish Election and to ask the CDC why the Parish Election Recharge had increased by £500 over the past four years and to enquire as to the overall cost of holding Parish and District elections in Colney Heath.
Cllrs. agreed it would be prudent to include the sum of £500 in each annual budget to make provision for the election every fourth year.

Page 1 - Bus Shelter for High Street

The Clerk reported she had attended a site meeting with an officer from the CDC Transportation and Development Dept. who had confirmed that he did not envisage a problem with siting a bus shelter on the corner of the Common opposite the Cock P.H.
The officer was in the process of obtaining details of underground service cables, pipes etc. on behalf of the Parish Council.
The Clerk reminded Cllrs. that the cost of a concrete hardstanding would be in excess of £1,000 while the purchase and installation of a bus shelter would be approximately £4,000. The preliminary budget figure of £4,000 would need to be increased to £5,000.
Cllrs. were concerned about the budget implications of providing a new bus shelter and discussed financing the whole amount from the Council's reserves.
RESOLVED to defer the installation of a bus shelter in the High Street until the outcome of the Village Hall application was determined and the amount of reserve funds calculated.
Cllr. Mrs. Nash was concerned to learn that the Council's bus shelters were not insured.
RESOLVED to ask the Council's insurance company for a quotation for insuring all the Council's bus shelters.

2. MATTERS ARISING (CONT.)

Page 2 - Recreation Areas Report

The Clerk reported that she had not yet received a response from Mr. Lisney-Smith regarding recommendations for improving the safety and appearance of the entrance to Sleapshyde Playground.

Page 3 - Millennium Celebrations

Cllr. Parish suggested that the Council purchase a clock, possibly to be sited at the Village Hall, for the Millennium.

Cllr. Mrs. Lynch suggested name boards for each of the four communities in the parish.

Page 3 - Colney Heath Common

Cllr. Mrs. Nash was concerned about the state of the lockable post at Park Corner which could easily be removed to enable vehicle access onto the Common.

The Clerk reported that other concerns had been voiced over vulnerable areas of the Common. RESOLVED that the Common Working Party recommends all work necessary to reinforce the boundary of the Common.

Page 3 - Pavillion Disabled Access

The Clerk reported that she had been unable to discover any grants available to Parish Councils for the provision of disabled facilities.

3. FINAL CONSIDERATION OF 98/99 BUDGET REQUIREMENTS

Administration

The Clerk recommended minor amendments to some administration items for 1998/99 in light of expenditure during 1997/98.

RESOLVED to amend the items as recommended by the Clerk.

High Street Recreation Ground

Cllrs. considered the request from the Football Club for a further £1,000 to be allocated for pitch maintenance work during 1998/99.

The Cllrs. discussed the current financial situation regarding pitch maintenance.

RESOLVED to allocate £800 towards pitch maintenance for 1998/99.

Sleapshyde Pond

Cllrs. considered the recommendation from CMS not to proceed with clearance of the pond due to the lack of water at present.

RESOLVED to allocate £200 for maintenance at the pond during 1998/99.

Buildings

Cllrs. queried why only £600 had been allocated for Bus Shelter Cleaning & Repairs as against £1200 in the current year. The Clerk apologized for this error which was not intentional.

RESOLVED to allocate £1200 for Bus Shelter Cleaning & Maintenance for 1998/99.

Income - Gloucester Playground

Cllr. Mrs. Lynch asked whether any information had been received on the future of Gloucester Playground.

RESOLVED to contact Horizon Trust for information on the future plans for the recreation area.

Income - Miscellaneous

The Clerk recommended that the figure of £3,000 for bank account interest be included for 1998/99.

3. FINAL CONSIDERATION OF 98/99 BUDGET REQUIREMENTS

RESOLVED to increase the budgeted income for bank account interest from £2,000 to £3,000 for 1998/99.

4. 1998/99 PRECEPT

After amending the attached budget sheets Cllrs. discussed the Parish Council's precept for 1998/99.
RESOLVED to apply a 3% increase to last year's Band D equivalent figure of £39.73 and multiply by the 1998/99 tax base figure of 1558 to give the Parish Council the precept figure of £63,753 for the 1998/99 financial year.

There being no further business the meeting closed at 9.35 p.m.

CHAIRMAN

DATE

EXPENDITURE**ADMINISTRATION:**

Clerk's salary	16289.00	17588.00
Office Accommodation	612.00	630.00
Telephone	633.00	800.00
Car allowance & mileage	2053.00	2115.00
Photocopying	816.00	900.00
Stationery	204.00	120.00
Postage	158.00	120.00
Other Petty Cash	898.00	960.00
Office Equipment: laminating machine, depreciation of computer, printer, copier	663.00	200.00
Subscriptions & Donations	632.00	651.00
Courses	102.00	105.00
Wages :		
High Street Groundsman	3319.00	3419.00
Pay -		
Clothing Allowance	105.00	108.00
Sleepshyde/Tythenhanger Groundsman	1769.00	1822.00
Pay -		
Clothing Allowance	75.00	77.00
Travel Allowance	152.00	157.00
Annual Tool Allowance	22.00	23.00
Common Ranger	1768.00	1821.00
Park's Ranger	2926.00	3014.00
Pay -		
Clothing Allowance	105.00	108.00
Travelling Allowance	152.00	157.00
Tennis Court Attendant	513.00	528.00
10% bonus on annual takings	60.00	62.00
Closed Churchyard Keeper	444.00	457.00
Chronicle Editor/Publisher	1854.00	1854.00
OPEN SPACES	34470.00	36542.00
Grass Cutting Contract	8000.00	8240.00
Common - maintenance	1000.00	412.00
Dog Bins - maintenance	1900.00	700.00
Botssy Park - £175 rental, maintenance & gates	400.00	1087.00
Gloucester Plygrd - £5 rental, maintenance	400.00	412.00
Sleepshyde Plygrd - £100 rental, entrance & maint.	1000.00	1012.00
Tythenhanger Plygrd - maintenance	700.00	412.00
Roestock Park - maintenance & gates	400.00	1212.00
High Street Rec. Ground -	100.00	103.00
tennis courts and air raid shelter electricity	200.00	206.00
air raid shelter & tools insurance	1000.00	800.00
pitch maintenance	400.00	412.00
groundsman machinery maintenance	500.00	200.00
Sleepshyde Pond	500.00	412.00
Community Park - maintenance	200.00	206.00
St. Mark's Church - cemetery grant & mower	16700.00	15826.00

£ 1997/98**£****1998/99 Assuming 3% inflation**

BUILDINGS		
Village Hall - rates	2350.00	350.00
Charles Morris Hall - annual rates		400.00
Pavilion - fire insurance	657.00	500.00
Bus shelters-£49.19 p.m.+ cleaning + repairs	1200.00	1200.00
One New Bus Shelter	4000.00	N/A
Building Fund	10000.00	10000.00
Notice Boards - repairs, new & maintenance	400.00	400.00
MISCELLANEOUS		12850.00
Chronicle - 4 issues - printing	4000.00	2266.00
Groundsmens' Planting Allowances	100.00	100.00
Best Kept Village Comp. Trees	400.00	400.00
Annual Audit Fees	800.00	800.00
Insurance policies for Members/money/equip.	300.00	400.00
W.I. Senior Citizens Xmas Party	100.00	100.00
Senior Citizens Xmas parcels	900.00	900.00
Chairman's expenses	100.00	103.00
Solicitors' fees	1500.00	500.00
Old Friends Transport Costs	100.00	100.00
Football Club - youth team donation for goals	100.00	100.00
Cub Football team - school pitch fees, donation for kit	150.00	170.00
Annual Parish Meeting	1200.00	150.00
Parish Paths Partnership		1200.00
Parish Election Recharge		2000.00
Millennium Celebration/Memorial		500.00
Contingencies	1000.00	1000.00
TOTAL EXPENDITURE		80527.00
INCOME		76007.00
Common		
Letting of Warren Pitch	85.00	88.00
Annual Wayleaves - nos.55/65/67/71/77/79 @ £5	30.00	30.00
High Street Recreation Ground		
Letting of Senior Pitch	454.00	468.00
Letting of Junior Pitch	265.00	273.00
Pavilion Lease	2600.00	2600.00
Pavilion Fire Insurance Premium	495.00	500.00
Tennis Takings - £1.50 wklys./£3.00 eves & wknds.	600.00	600.00
Caged Bird Society Storage in Air Raid Shelter	60.00	62.00
HCC Car Park Wayleave	5.00	5.00
Gloucester Playground		
Annual Wayleave - 108 Hillend Lane	5.00	5.00
Roestock Park		
Rental of land around Scout Hut	50.00	50.00
Charles Morris Hall		
Rental of site by Management Cttee.	5.00	5.00
St. Mark's Church		
Income from Grave Upkeep Trust	135.00	135.00
c/f		4821.00

b/f

Miscellaneous		
Bank Account Interest	3000.00	
Parish Paths Partnership	1200.00	
VAT refund for year	2500.00	
TOTAL INCOME	10489.00	11521.00

TOTAL EXPENDITURE 1998/99	76007.00
LESS TOTAL ESTIMATED INCOME	11521.00
LESS UNDERSPENT ITEMS FROM 1997/98:	
Gates at Roestock Park	800.00
Entrance at Sleapshyde Playground	500.00
TOTAL BUDGET REQUIREMENT FOR 1998/99	63186.00

Items budgeted for in 1996/97, carried forward to 97/98 but still not undertaken have now been deleted from the calculations although the unspent allocations are included in the Council's reserve balance of £27,500 i.e.

Roestock light, rink & car park - 1200.00

Large wooden sign for Common 1000.00

Sleapshyde Pond Clearance 1000.00

The District Council has now confirmed the 1998/99 tax base for Colney Heath at 1558 - a decrease of 14 Band D Equivalents. This is due to the increase in number of tax payers in new homes being offset by the decrease in number due to demolition of some hospital properties.