

Colney Heath Parish Council



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MINUTES OF THE COLNEY HEATH-FULL PARISH COUNCIL MEETING
HELD AT THE VILLAGE HALL 83 HIGH STREET AL4 0NS
THURSDAY 14TH JUNE 2012 at 8.00.pm

Present: Chair – Cllr C Gowens, Vice Chair – Cllr R Solts, Cllr E Martin,
Cllr K Barnes, Cllr W Huckle, Cllr D Crump, Cllr J Day (Dist Cllr),
Cllr C Brazier (County & Dist Cllr)

Clerk: Mr J E Dean

Assistant Clerk: Mrs K Parker-Mead

Public Attendance: Mr P Fleming Web Site Design, Mr D Becker, G Moody

579 APOLOGIES -ANNOUNCEMENTS

Cllr C Gowens, newly elected Chair, was, after all, able to take the meeting.
The Clerk noted Cllr Solts declared an interest pending item 595. Cllr Horner sent apologies An invitation was noted for any member to attend the Scouts' AGM on 25th June at Roestock Park Scout Hut Another invitation to attend the St Albans City Mayor's Pilgrimage was also noted.

580 MEMBERS' DECLARATIONS

No specific declarations made but option remains for members during agenda topics

581 MINUTES for the ANNUAL STATUTORY MEETING 10th May 2012

The minutes were approved and **Resolved.**

Proposed by; -Cllr R Solts

Seconded by; Cllr D Crump

582 MINUTES for the FULL COUNCIL MEETING 10th May 2012

The minutes were approved and **Resolved.**

Proposed by; -Cllr W Huckle

Seconded by; Cllr K Barnes

583 MATTERS ARISING FROM THE ABOVE MINUTES

There were no matters arising

584 WEB SITE-Peter Fleming Design

The council are to embark on a new web site format, members having agreed the current site needs an upgrade. Following earlier discussions and meetings, with the Clerk, new Web Master Mr Fleming gave a live presentation to the council meeting, demonstrating existing websites designed for other parish councils which should fit council requirements. The options of full hosting were considered. The structure uses HTML which would be set up by PF, allowing input by the parish office. This can be achieved using an "Adobe" software package, allowing us to update the site with news and topical matters. "Wordpress" was another option put to members.

Other options could follow with popular social media sites such as *Facebook and *Twitter (*copyright). As the council meeting agendas and minutes will be made available to the public also it was agreed the PDF format was the best option, thereby keeping information secure and reliable. (Regulation) How long the past minutes are to be available is a matter for future debate once the site has been running a while - one year was considered appropriate. The main criteria was to get the site running. Several action points were agreed after the presentation. Registering the site is the most important, with the web domain colneyheathparishcouncil.gov.uk. The launch should be declared probably in August/September. Email addresses in the format name@colneyheathparishcouncil.gov.uk will follow later. PF is to return with a draft for all to view in early to mid-July. The Clerk said he hoped all members will be able to help contribute to the features and pages of information.

585 COMMONS FLOODING ISSUES AND EMERGENCY PLANNING

A meeting held at the Village Hall on 7th June, was reported by Cllr Brazier. Two representatives (Environment Agency) came to discuss the flooding in April and how they can improve their future service to us in with earlier flood warnings.

Cllr Brazier gave members an overview of the recent flooding which happened over last Sunday-Monday 10th /11th June. This time (586) all agencies seem to have got their act together especially EA whom he had criticised. We cannot fault the DC response via their resilience team. The Clerk was involved with the team during the day and evening. The EA will be sent a letter following this meeting held here on 7th June, specifically mentioning the debris in the river.

586 COMMONS SUMMER FLOODING-EMERGENCY PLANNING

Cllr Brazier and Clerk to update members on recent Environmental issues and the recent summer flooding-June 10th /11th . Contact had also been made with SCADC resilience officer over the measures in place for public safety. It has culminated in agencies working more together to ensure public safety this time. *(Whilst similar to 585 this minute records a separate and unusual summer flooding incident)*

587 BEATING OF THE BOUNDS 13TH MAY

Cllr Crump reported to the meeting, illustrating some of the issues with photographs which he will copy to the office. Members viewed the photos in debate over the problems and misdemeanours and breach of by-laws. Cllr Day said he has passed details to the office about contractor, A T Bone Ltd, who had equipment and could help (but at some cost!) with hawthorn removal. The Clerk has been in contact and they have agreed to a site inspection. The Clerk added that any decision will need to be passed by Natural England and CMS, involving heavy plant and soil disturbance under our agreed management plan, this might raise some difficulties. The Clerk will try to arrange a future meeting to discuss with both parties in the July/August recess. Funding will be our responsibility, unless any grants are available.

588 OAKLANDS FIELD

Cllr Brazier gave a brief report about the latest progress and legal matters. The Clerk advised additional costs will also be incurred. The Council decided to proceed. It is not clear at this stage if additional costs will exceed the budget. The Clerk will report back to council mindful of the sensitivity of the matter in regard to the issues.

589 SMALLFORD STATION

As reported in the agenda pre-notes, the SRA are getting very much involved; in fact Cllr Brazier agreed they are very proactive in sorting out the many issues that will need attention. This is a big project with many hurdles, from funding and grants to permission to moving the station while retaining its listed status.

The Clerk added that we have a file of emails and if any member wishes to be updated they should ask the parish office. Some members are already on the SRA email list.

590 ALBANY FIELDS

As reported in 500 last time, following a developer's offer under S106 to make an open space available on the plans, CHPC would wish, if offered, to have some legal ownership to be supported financially in the maintenance plan. Open spaces do fall normally within the responsibility of Parish Councils, more so now under localism.

591 PARISH CHARTER REVISIONS

Members debated the changes and in general agreed to sign up. Cllr Brazier expressed some reservations but accepted to support the majority vote as long as his objections and views were recorded. This was not finally resolved and was deferred to the July meeting. The Clerk added the Charter running now for two years and provides real benefits in communication and partnership working with the District Council.

592 CODE OF CONDUCT

The NALC draft format is accepted in principle. Several minor points were raised about it. Cllr's Brazier and Day confirmed they have accepted similar arrangements under their District Council remit. It was **resolved** to accept the version suggested by the District Council-NALC version. The declarations need to be made within 28 days.

Proposed;-Cllr W Huckle

Seconded;-Cllr J Day

593 APPROVAL OF CHEQUE PAYMENTS - JUNE 2012

The Clerk presented a report of the June 2012 payments with explanations. The approval of cheques for June total £19,812 net was **resolved**.

Proposed Cllr C Brazier

Seconded Cllr J Day

594 AGREEMENT TO PAY GRANT AID PAYMENTS

The Clerk reminded council that these payments are normally made in the month after receiving the precept - normally June. It was **resolved** to pay the remaining cheques detailed in the payments list.

Proposed Cllr C Brazier

Seconded Cllr J Day

595 AUDIT REPORT 2011-12 & ANNUAL GOVERNANCE STATEMENT

Approval to accept the Internal and External audit report for 2011-12 and Annual Governance statement in Section 2 was confirmed by all members present. It was **resolved** to allow the Chair and Clerk/RFO to sign on behalf of the council.

Proposed Cllr D Crump

Seconded Cllr K Barnes

596 NEW WHITE BOARD

The previous quote of £2745 from Smart in item 549 of May 2012 minutes was accepted by a majority vote, the nearest alternative quote being by far more expensive than the above quote. It was **resolved** the cheque be written in advance of the invoice for purchase. We are to receive a one-off special £600 grant from SCADC.

Proposed;-Cllr W Huckle

Seconded;-Cllr D Crump

597 VISTA ST ALBANS-CHILDRENS SUPPORT

The council debated contents of a letter from this organisation asking for financial support. The Clerk noted some other parishes have entered into an arrangement. In conclusion the council found it was not appropriate to make a grant at this time. The organisation is welcome to apply for 2012-13 budgeted grant aid in November.

PLANNING

598 REPORTS FROM LEAD MEMBER PLANNING ADVISORY

Cllr Brazier reported on the list of recent applications, commenting on each of the applications. A general debate took place with comments noted from those present at the meeting, including public attending. Cllr Brazier said informally there are a lot of new applications for local development being suggested on various sites but currently no formal applications have been submitted.

Appeals

Application (Still on file) Petition to Secretary of State from Mr R Grout copied CHPC re-APP/B1930/A/12/2170258-The Dak-107 Colney Heath Lane AL4 0TN
Application re-5/11/3155 Mr Mrs Bates 70 Oaklands Lane Smallford AL4 0HS

599 PLANNING APPLICATIONS & APPROVALS & REFUSALS to JUNE

From the list provided, details were noted of the following applications:

Planning Approvals & Decisions

PLANNING - JUNE

(Planning Advisory Committee)

Planning List received

Number	Address	Application	Decision/Recommendation
5/12/1130	The Cock PH 18 High Street, Colney Heath	Change of use from class A4 (public house) to Class C3 (residential) to create one four bedroom dwelling	No objections – All public houses are struggling the financial climate, VAT, over heads of a business. There were 4 pubs in the village, one closed and with 3 left all are experiencing low customer attendance. We would ask that the exterior of the building is kept as it is but we have no objections to the interior alterations.
5/12/0780	10 Maslen Rd	Single storey rear extension and alteration to openings	No objections
5/12/1065	58 Russet Drive	Single storey rear extension	No objections
5/12/1184	18 Roestock Lane	Single storey side and rear extension following demolition	No objections

		of store and shed (re submission of 5/11/0800)	
5/12/1260	15 Sleapcross Gardens	Two storey side extension, single storey rear extension, and alterations to openings	No objections
5/12/1255	23 Newfield Way	Part single, part first floor extension, single storey rear extension to replace existing conservatory and alterations to openings	No objections
5/12/1209	Sleapsyde Methodist Church, Sleapsyde	Change of use from Class D1 (non-residential institution) to Class C3 (dwelling house) creating a two bedroom dwelling	No objections in principal – It is vital that the exterior of the Chapel is kept as this is an important historical building is Sleapsyde. We support modern use of old buildings to keep them alive and maintained . But we also want to be able to show the old architecture and maintain the historical links of these properties. The street scene is also important in location and should not be altered- windows to reflect character of building materials must be same.
5/12/1261	11 Newfield Way	S/storey side extension (resubmission following withdrawal of 5/12/0178	No objections
5/12/1265	4 Bramley Way	Single storey rear extension	No objections
5/12/1325	Harvesters Football Club	Extension to existing building	No objections
5/12/1353	86 Oaklands Lane	Single storey side and rear extension following demolition of detached garage	No objections
5/12/1243	12 Oaklands lane	Replacement rear conservatory	With Cllr Brazier 12/6/2012

Planning Approvals & Decisions

Number	Address	Application	SCADC Decision
5/12/0894LB	Sleapsyde Farm Cottage	Listed Building Consent – Replacement front porch, internal alterations to openings	Listed Building Consent
5/11/1450	Round House Farm	Demolition of existing buildings and erection of four, two bedroom and three, three bedroom dwellings	Planning Permission
5/12/0855	20 Tyttenhanger Green	Extension of time for implementation of planning permission 5/09/0679 dated for single storey rear extension	Planning Permission
5/12/0801	2 Charlotte Close	Single storey rear extension (resubmission flowing refusal 5/01/2703)	Planning Permission
5/12/0871	7 St Barts Close	Raising of roof with alteration from hipped to gable, two rear dormer	Planning Permission

		windows and four front roof lights and conversion of garage to habitable room	
5/12/0925/6	9 Maslen Rd	Two storey side extension, single storey rear extension, insertion of two sun pipes and ground floor window, garage conversion, alterations to openings and front hard standing (amendment to planning permission 5/12/0224	Planning Permission
5/11/1758	Albany House Acrewood Way	Side and rear extension to existing warehouse and new plant enclosure, alterations to openings and landscaping	Planning Permission
5/12/0900	4 Liberty Walk	Rear Conservatory	Planning Permission

Refusals and Appeals- Enforcement Notices

Number	Address	Application	SCADC Decision
5/12/0679	100 Tollgate Rd	Rear conservatory	Planning Refusal
5/12/0531	20 Highfield Lane	Two storey front and side extension, single storey rear extension and front canopy	Planning Refusal
5/12/0719	Roestock Cottage, Roestock Lane	Garage extension	Planning Refusal

Discharge of Conditions

Number	Address	Application	SCADC Decision
	No reports		

600 LISTED MONUMENT-COURSERS ROAD

No reports – awaiting HHWP action to re-plumb.

601 NEW-BARNFIELD-PARISH COUNCIL RESPONSE

It was noted that an announcement is to be made soon on this controversial proposal.

602 PLANS FOR AN ANAEROBIC DIGESTER

Reported in 499 last time with little more to add. An announcement is expected soon.

603 LOCALISM & NEIGHBOURHOOD PLAN - LOCALISM ACT 2011

Cllr Brazier had previously spoken to the meeting about assembling a group to take this forward. A suggestion was made to advertise for volunteers to join the working group. Cllr Brazier announced he wanted the working group to meet and set up detail as soon as possible. The Clerk was requested to send a formal letter engaging DLA Associates, confirming quote (£3450) for Town Planning and professional assistance and scrutiny. The invoice details the breakdown available if members wish to see.

604 PLANNING ON LINE - NEW PROPSALS FROM SCADC

This starts on July 1st when all paper copy ceases. The future planning procedure will need to be considered in council, along with the new IT equipment.

605 PLAN FOR 62 DWELLINGS ON LAND AT BARLEY MOW PH (OPP)

This application has been refused by SCADC

606 DISPUTE OVER PAST SECT 106 MONIES

Cllr Gowens said the petition has 211 signatories not 900 as suggested.

607 LAND AT RADLETT AERODROME

The proposals for this site are with Secretary of State, taking into account various legal issues raised by SCADC, along with strong opposition from all nearby parish councils. It has also reached local and national attention within the planning remit.

OPEN SPACES & ENVIRONMENT

608 LEAD MEMBER REPORT ALLOTMENTS COMMITTEE

Cllr Gowens briefly reported any allotment holders' issues. Cllr Barnes kindly fixed the leaking tap. He was thanked for doing so. The remaining allotments plots 14-15 are now taken up and the fees invoiced. All annual fees are received and banked.

610 CHARLES MORRIS HALL

The Clerk gave a brief update and confirmed the details of legal issues. Other e-mails and letters from residents have been noted and passed on to our legal team. A request for help with procuring the new curtains was agreed for a revenue saving. Clerk now in contact with Chair of CMH over how we can help on this purchase.

611 COMMON LAND

The Clerk reported several issues dealt with recently. Charlie Nash has also made his report available. Other matters were covered in item 587 - Beating of Bounds.

612 PARISH REPORTS

Reports were noted and distributed from the following:

Parish Warden – Available to members

Ranger – Available to members

Parish Gardener – Report on flower beds and shrubs – we have entered parish gardens for the "St Albans in Bloom" competition. The judging is in June and we will get prior notice.

Fly Tipping – Reports noted

Antisocial Behaviour – Website link on www.stalbans.gov.uk/~community-safety/antisocialbehaviour

613 HIGHFIELD PARK TRUST & PLAY AREAS

Cllr Barnes as representative of HPT Trustees reported the successful evening of lighting the beacon for the Queens Jubilee Celebrations, several hundred people attended. It was quite a scene. He also noted the arrangements for the Fete on Saturday 21st July, hoping for a good turnout to support. Note CHPC are taking a programme advertisement to sponsor this time instead of manning a stand.

614 HIGH STREET RECREATION AREA and CHFC GROUND

Cllr Brazier has obtained agreement with Lafarge to carry out the tree felling work at their expense. Cllr Brazier reported that public consultation on the felling of the old (1936 planted) poplar trees had started and this will be reported again in the summer Chronicle. This work has to be undertaken between November and February 2012-13. The Council previously agreed that this is an urgent task. CHFC will be responsible along with the club for dealing with residual roots and pitch regeneration afterwards. The next CHFC meeting which the Clerk and Cllr Brazier can attend is on 19th June.

615 PUBLIC QUESTIONS

No questions this time.

616 HIGHWAYS REPORT

Cllr Brazier reported that the gating order for Barley Mow Lane has been rejected with opposition coming from various organisations and probably also issues of cost. Cllr Day said he was not keen on closing off the lane; many local people still used it and being denied vehicle access would lengthen people's journeys. Cllr Huckle gave a short report to members on several issues including Puddingstone Drive high hedges where he is to write to Daniel Flitton about getting something done, to help disabled people pass more safely without overhang obstructions. He intends to send another note to Damien Higgins to remind the new highways authority about this issue.

COMMUNITY

617 COMMUNITY BUS

Cllr Horner had sent apologies. No other matters were reported.

618 THE VILLAGE HALL COMMITTEE

No reports this time. The next VHMC meeting is on 3rd July

619 TREASURE TOTS PRE SCHOOL

As Cllr Horner was absent, Mrs Parker-Mead presented the leader's report.

620 MEMBERS ATTENDING MEETINGS ON BEHALF OF THE COUNCIL

Cllr Brazier mentioned he had attended Smallford Residents AGM

621 COUNTY & DISTRICT COUNCILS

Agendas Minutes & Reports noted to June 2012

622 RESIDENTS' OR COMMUNITY ORGANISATIONS

Cllr Gowens brought members up to date with HPRA and various issues.

Other matters noted (where are they noted?)

623 PARISH COUNCIL EVENTS

The Clerk reminded the council of Larks in the Parks Training on 12th June at 8pm in the Community Room. The Clerk warned of his concerns at this stage that weather problems might see the event at risk with long term forecast for heavy rain for several days prior to the event. It was agreed to carry out an on site inspection of the ground conditions by Friday 22nd June. Several councillors agreed to take part and decide. It was agreed to allow. A Sumo Wrestler paid for by St Mark's and supervised by new youth and community worker. The equipment utilises inflatable suits/devices which the council procedure is unable to accommodate but an exception was made on this occasion, provided that a minimum of £10,000,000 public liability insurance cover was obtained. The Clerk reported that he was consulting the CHPC's insurers. St Albans "Play in the Parks" has been booked by the Deputy Clerk for one-hour afternoon sessions in July and August, idea fun events for local children to join in activities and games. This is provided free of charge for the parish's by SCADC.

REPORTS

624 REPORTS AND PUBLICATIONS –MEMBERS TO NOTE-JUNE

Organisation	Details	Notes
Forum – Harpenden N/letter	June 2012	
LCR	Summer 2012	

SALC	Minutes 1/5/2012	
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LISTED FOR MEMBERS ATTENTION INCLUDING SCADC MATTERS

Committee/Papers	Details	Review Date
No reports received	Might be available on line	

625 CORRESPONDENCE

This item covers any correspondence that has not been dealt with elsewhere in the agenda. A letter was received from resident Mrs N Taffs who expressed dismay that the council had not arranged any activities for the Queens Diamond Jubilee in June. Members commented that CHPC had donated £250 towards the Beacon at Highfield Park, plus other celebrations, such as Larks in the Parks and the village and national events, make it increasingly difficult in getting volunteers. A letter had been received from a resident making a plea for more facilities in Roestock Park by way of a five-a-side goal, replacement boards, other maintenance issues. Clerk will try and arrange a meeting with the resident to work through some ideas to bring back to council.

626 PARISH MATTERS & CHRONICLE

The Clerk reported that the IT upgrade was complete but a virus had to be sorted out and a move to a new firewall with annual contract more suited to MS-W7. The new computers with Windows 7 installed are now in place. The copier has been replaced, under continuation of hire, to a better machine with a scan facility. Purchase of the new white board is already reported in item 596. This investment will considerably improve our meeting and IT function for many years to come. The spring Chronicle had been published at the beginning of the month. Next copy deadline to note is 1st August with parish matters copy duty to resolve in July with a member to write.

627 MEMBERS QUESTIONS OR LATE MATTERS

Cllr Barnes raised the matter of gates and gated drives appearing on High field Estate; these seem to be in breach of the policy of maintaining the open driveways feature in the probable agreed and perpetual covenant under original development. Cllr Brazier promised to take this matter up as an issue with planning and enforcement at SCADC. A request had been received for members to consider; where a local resident asked for council budget consideration in getting a bus shelter in Colney Heath Lane.

Meeting ended 10.11pm

Signed



John Dean
Clerk to the Council

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