

Please bring to meeting  
on 9 February 2000

## COLNEY HEATH PARISH COUNCIL

Minutes of a Special Meeting of Colney Heath Parish Council held at the Pavilion, High Street, Colney Heath on Wednesday 26 January 2000 at 7.30 p.m.

PRESENT  
Cllr. C. Brazier (Chairman)  
Cllr. D. Crump  
Cllr. I. Day  
Cllr. F. S. Ellis  
Cllr. Mrs. H. Falk  
Cllr. Mrs. J. Jeffrey

IN ATTENDANCE  
Caroline Pluck (Clerk)

ABSENT  
Cllr. Mrs. S. Defoe  
Cllr. Miss A. Thomas

Before the commencement of business, the Chairman announced that he had received a letter of resignation from the Clerk to the Council.

As the Clerk was required to give three months notice, she would be terminating her employment with the Council on 30 April 2000.

Cllrs. discussed how to proceed with the appointment of a successor Clerk.

RESOLVED that Cllrs. Brazier and Mrs. Jeffrey meet with the Clerk to discuss an advertisement and job description for the post, giving consideration to the possibility of decreasing the Clerk's hours to 20 per week and appointing an Assistant Clerk for 15 hours per week.

### **1. Minutes of the Special meeting held on 24 November 1999.**

The Minutes of the Special meeting held on 24 November 1999 were taken as read, confirmed and signed as a true copy.

### **2. Matters Arising from the Minutes.**

#### Page 1 - Additional Items of Expenditure

Cllrs. discussed the suggestion of purchasing a trailer for the Common Ranger to use to remove fly tipping from the Common.

RESOLVED not to purchase a trailer in the 2000/01 financial year.

Cllrs. discussed the purchase of play equipment for the Smallford Playing Field site.

RESOLVED to reduce the budget from £10,000 to £9,000 for the purchase and installation of play equipment at the Smallford Playing Field site.

Cllrs. considered the revised quotations received for the work required to widen the car park at the High Street Recreation Ground.

RESOLVED to accept the quotation by Nedburn Properties and enquire whether they would be able to carry out the work during a school holiday when the car park was least used.

The Clerk reported that the CDC had advised the Council to contact the District Valuer for an estimate of the ratable value of the new Parish Office, which could be up to £1,000 per annum.

### 3. Final Budget Requirements for 2000/01 Financial Year.

Cllrs. considered all items of expenditure and income and made the following adjustments to the figures:

Increase of £300 for gas and electricity at Parish Office.

Increase of £340 for burglar alarm at Parish Office.

Decrease of £300 for car mileage.

Decrease of £1500 for Common due to not purchasing trailer.

Decrease of £412 for HSRG pitch fees.

Decrease of £2000 for widening of HSRG car park.

Decrease of £500 for Sleafshyde Pond.

Decrease of £1000 for Smallford Playing Field.

Increase of £635.51 for Village Hall rates.

Increase of £1658 for Building Fund.

Decrease of £6 for BKVC trees.

Increase of 49p for Chairman's Allowance.

Decrease of £50 for Cub & Youth Football school pitch fees.

Increase of 50p for Warren Pitch fees.

After further discussion

RESOLVED to precept the City & District Council for £79,077 which would mean a Parish Precept of £43 for each Band D equivalent property in the parish.

There being no further business the meeting closed at 9 p.m.

CHAIRMAN



DATE

9 11 00

Caroline Pluck  
15/11/99

<b>EXPENDITURE</b>	<b>1999/2000</b>	<b>2000/2001</b>
<b>ADMINISTRATION:</b>	<b>£</b>	<b>£</b>
Clerk's salary	19403.00	19791.06
Utilities	649.00	640.00
Telephone	1000.00	1015.00
Car allowance & mileage	2178.00	1910.67
Photocopying	900.00	913.50
Stationery	120.00	121.80
Postage	120.00	121.80
Other Petty Cash	960.00	974.40
Office Equipment: shelving and new desk	300.00	304.50
depreciation of computer, printer, copier	600.00	609.00
Subscriptions & Donations	651.00	660.77
Courses	105.00	106.58
<b>Wages :</b>		
Parish Warden	10712.00	10926.24
- Clothing & Travelling Allowance	273.00	278.46
Parish Gardener	2079.00	2120.58
- Clothing & Travelling Allowance	273.00	278.46
- Annual Tool Allowance	24.00	24.48
Common Ranger	2079.00	2120.58
Tennis Court Attendant	544.00	554.88
- 10% bonus on annual takings	40.00	40.00
Closed Churchyard Keeper	471.00	480.42
Chronicle Editor/Publisher	1910.00	1948.20
	<b>45391.00</b>	<b>45941.37</b>
<b>OPEN SPACES</b>		
Grass Cutting Contract	8487.00	8614.31
Common - maintenance <i>and trailer</i>	425.00	531.88
Dog Bins - maintenance	718.00	728.77
Boissy Park - £175 rental, maintenance & gates	925.00	938.88
Gloucester Plygrd - £5 rental, maintenance	425.00	431.38
Sleapshyde Plygrd - £100 rental & maint.entrance	925.00	938.88
Tyttenhanger Plygrd - maintenance	425.00	431.38
Roestock Park - maintenance, <i>new safety surface</i>	1225.00	2431.38
High Street Rec. Ground -		
- tennis courts and air raid shelter electricity	106.00	107.59
- air raid shelter & tools insurance	212.00	215.18
- pitch maintenance	800.00	400.00
<i>Widening of car park</i>		4000.00
- groundsman machinery maintenance	725.00	535.00
Sleapshyde Pond	1205.00	723.08
<i>Smallford Playing Field - play equipment</i>		9000.00
Community Park - maintenance	425.00	431.38
St. Mark's Church - cemetery grant & mower	211.00	214.17
	<b>17239.00</b>	<b>30673.23</b>
<b>BUILDINGS</b>		
Village Hall - rates	359.00	1000.00
Charles Morris Hall annual rates, improvements & roof r	2793.00	400.00
Pavilion - fire insurance	500.00	627.00
Bus shelters-£50.41 p.m.+ cleaning + repairs	1250.00	1268.75
Building Fund	16000.00	2658.00
Notice Boards - repairs, new & maintenance	410.00	416.15
	<b>21312.00</b>	<b>6369.90</b>

**MISCELLANEOUS**

Chronicle - 4 issues - printing	2424.00	2460.36
Groundsmens' Planting Allowances	100.00	100.00
Best Kept Village Comp. Trees	400.00	400.00
Annual Audit Fees	800.00	812.00
Insurance policies for Members/money/equip.	500.00	507.50
W.I. Senior Citizens Xmas Party	100.00	100.00
Senior Citizens Xmas parcels	923.00	936.85
Chairman's expenses	106.00	108.00
Solicitors' fees	500.00	507.50
Old Friends Transport Costs	100.00	100.00
Football Club - youth team donation	0.00	0.00
Cub & Youth Ftbl. teams - school pitch fees,donation	170.00	120.00
Annual Parish Meeting	150.00	152.25
Parish Paths Partnership	1200.00	1200.00
Millennium Celebration/Memorial	2400.00	N/A
Contingencies	1000.00	1000.00
	<b>10873.00</b>	<b>8504.46</b>

**TOTAL EXPENDITURE****94815.00****91488.95****INCOME****Common**

Letting of Warren Pitch	90.00	95.00 ✓
Annual Wayleaves - nos.55/65/67/71/77/79 @ £5	30.00	30.00 ✓
<b><u>High Street Recreation Ground</u></b>		
Letting of Senior Pitch	479.00	486.00 ✓
Letting of Junior Pitch	280.00	284.00 ✓
Letting of Third Pitch	140.00	142.00 ✓
Pavilion Lease	2600.00	2600.00
Pavilion Fire Insurance Premium	500.00	627.00
Tennis Takings - £1.50 wklys./£3.00 eves & wknds.	400.00	400.00
Caged Bird Society Storage in Air Raid Shelter	64.00	65.00 ✓
<b><u>Gloucester Playground</u></b>		
Annual Wayleave - 108 Hillend Lane	5.00	5.00 ✓
<b><u>Roestock Park</u></b>		
Rental of land around Scout Hut	50.00	50.00 ✓
<b><u>Charles Morris Hall</u></b>		
Rental of site by Management Cttee.	5.00	5.00 ✓
<b><u>St. Mark's Church</u></b>		
Income from Grave Upkeep Trust	135.00	135.00
<b><u>Miscellaneous</u></b>		
Bank Account Interest	4000.00	4000.00
Parish Paths Partnership	1200.00	1200.00
VAT refund for year	1700.00	2000.00
<b><u>TOTAL INCOME</u></b>	<b><u>11678.00</u></b>	<b><u>12124.00</u></b>

**TOTAL NEEDED FOR YEAR****79364.95**

Based on the predicted 2000/2001 tax base figure of 1839 this would mean a Parish precept of

**£ 43.16**

The 1999/2000 Parish precept was £42.15  
 2% increase on last year's figure would be £42.99