

PLEASE BRING TO MEETING
ON 13 SEPTEMBER 2000

COLNEY HEATH PARISH COUNCIL

Minutes of the meeting of Colney Heath Parish Council held at the Village Hall, High Street, Colney Heath, on Wednesday 12 July 2000.

PRESENT Cllr F S Ellis (in the Chair)
Cllr C Brazier
Cllr D Crump
Cllr J Day
Cllr Mrs H Falk
Cllr Mrs J Jeffery

IN ATTENDANCE Mr & Mrs Stayton – Little Bushes, Sleepshyde
Cllr Rosie Sanderson – Herts County Council
Ms G Moody – Greenleas, Roestock Lane
Mr D Becker – 95 High Street
PC Ken Lane – Herts Constabulary

Mrs C Leggatt – Clerk to the Council
Mrs L Wenham – Assistant Clerk to the Council

APOLOGIES Cllr A Thomas

1. MINUTES

The minutes of the meeting held 14 June 2000 were taken as read, and signed as a correct record, subject to 'Colney Heath Police Station' being altered to read 'London Colney Police Station' on Page 1 and 'Mark Marlborough' to read 'Matthew Marlborough' on page 7.

2. MATTERS ARISING

2.1 (previously minute 2.1) Rental of Boissy Park – the Council's Solicitor is to chase the landlords of Boissy Park during the week commencing 17th July.

2.2 (previously minute 2.2) Inspection of Play Equipment – the Clerk tabled quotes received from both RoSPA and Zurich Municipal regarding an annual inspection of Play Equipment. It was **RESOLVED** to adopt the quotation supplied by Zurich Municipal and to instruct them to undertake the annual inspection in the Autumn of each year

Action: Clerk

2.3 (previously minute 4.5) Parish Photographs – Mr Anderson of the History Society has indicated that there are around 400-500 photographs that could be copied but, in his opinion, they would need sorting and categorising. Cllr Chris Brazier agreed to meet with Mr Anderson and look at the photographs before a decision is taken regarding whether the Parish Council finance their copying.

Action: Cllr Brazier

3. CHAIRMAN'S SPECIAL ANNOUNCEMENTS

3.1 Resignation of Clerk – the Chairman reported that the Clerk had tendered her resignation since her husband had been offered promotion in Inverness and the family is

relocating at the beginning of September. Decisions regarding the recruitment process for a new Clerk were referred to Part II business.

3.2 CPRE Raffle Tickets – the Clerk reported that CPRE have forwarded some raffle tickets for the Parish to sell on their behalf. Any offers of assistance would be appreciated.

3.3 Queen Mother 100th Birthday Service – the Clerk reported that the District Council has invited the Parish to be part of the civic procession at the Queen Mother's Birthday Service on Sunday 16th July. Cllr Helen Falk agreed to represent the Parish.

To commemorate the event, the District Council has invited Parishes to participate in a tree planting project designed to encourage local businesses to fund the planting of new trees within the vicinity. It was **RESOLVED** to approach the local school to see if they would be interested in siting any trees within the school grounds. It was further **RESOLVED** to place an article in the Chronicle to ascertain whether there is interest amongst the community/local businesses for such a venture. **Action: Clerk**

5. SPECIAL BUSINESS

5.1 Alban Walk and Cycle Way – the Clerk reported that the meeting scheduled to take place on the 18th July to discuss the Alban Way had been postponed for the time being.

5.2 Community Safety – PC Ken Lane from London Colney Police Station presented a report on the current crime statistics that relate to the ward of Colney Heath. He also outlined some initiatives that could be adopted with regard to recent vandalism at the Village Hall. Cllr Brazier expressed concern that the Police were unable to install surveillance equipment at the Village Hall and agreed to discuss this further with the Technical Support Unit at Police Headquarters. **Action: Cllr Brazier**

5.3 Police Surgery – PC Lane outlined his suggestions for a Police Surgery to be held once a month in the Parish in order that local residents can discuss matters of community safety with the Police. Cllr Jeffrey indicated that the community room could be used for such events subject to a contribution of £10 being made towards the cleaning on each occasion that the room is used. It was **RESOLVED** to hold four surgeries commencing on 2nd September and then ~~four~~ *every 4 weeks* weekly until December. The Parish Council agreed to pay the cleaning costs. **Action: Clerk and PC Lane**

5.4 Bench Damage – the Clerk reported that two benches have been vandalised since the last meeting; the commemorative bench to Dudley Wood adjacent to the Village Hall would need to be replaced and the bench at Tyttenhanger required repair. The Council authorised both the replacement and repair, although the siting of the new bench would require further consideration to ensure that it did not act as a meeting place for those who may have been involved in vandalism within the village.

6. FINANCE

6.1 Parish Council Accounts

Members received copies of all emergency accounts and current accounts. 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.

6.2 Charity of Charles Morris for Allotments Accounts

Charlotte Leggatt, as Honorary Clerk to the Trustees, presented an up to date financial Report.

7. PLANNING

7.1 Planning Administration

Cllr Jeffrey reported that, despite agreement being reached at the May meeting for planning applications to be kept in the Parish Office for inspection, the plans for the last two months have been held by the Planning Applications Officer and not returned to the Office until prior to each monthly Parish Meeting. This made it very difficult for other Members and the public to comment. It was **RESOLVED** that planning applications should be kept at the office for inspection and that the Chairman would discuss this matter with Cllr Defoe to ensure that she was also able to access these in order to write her reports.

Action: Chairman

7.2 Planning Applications

Members received the weekly lists of planning applications from St Albans District Council and considered comments collated by the Planning Applications Officer as circulated since the last meeting as follows

RECEIVED	APPL NO.	ADDRESS	COMMENT
23 June 2000	5/00/1212CP	13 Tyttenhanger Green	No objections
23 June 2000	5/00/1218	The Old Exchange	Objections
23 June 2000	5/00/1222CP	8 Wilkins Green Terrace	No objections
23 June 2000	5/00/1236	30 Rowan Close	Comments
23 June 2000	5/00/1232	Football Club, Oaklands Lane	Comments
23 June 2000	5/00/1257	Allotment Site, Hixberry Lane	Comments

7.2 Appeals and Enforcement Notices

Members were notified that Mr Eames of 12 Wistlea Crescent is making an appeal following planning refusal.

7.3 Planning Decisions

The Clerk reported on the following planning decisions received since the last meeting:

5/00/0838	35 Tyttenhanger Green	Planning Refused
5/00/0865	16 Oaklands Lane	Planning Permission
5/00/0923	8 Grafton Close	Planning Permission
5/00/1065CE	32 Meadway	Certificate of lawful use

The Clerk informed the meeting that the Planning Application pertaining to the citing of two caravans on the land adjacent to Rose Cottage in Sleapshyde had been refused at Plans South on 10th July.

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8. OPEN SPACES

8.1 Colney Heath Common

8.1.1 Common Rangers Report - the Common Ranger's Report for June was received and noted. Mr Nash has suggested that a dog bin be installed on the Warren Track. It was RESOLVED to refer this matter to the November budget meeting.

Action: Clerk

8.1.2 High Street/Common (Area B Works) – following the last meeting the Clerk has discussed the installation of posts with GEM who have confirmed that they can undertake the job for the original price plus 2%. Work can commence in late August. It was RESOLVED to instruct GEM to commence this work as soon as possible.

Action: Clerk

8.1.3 Warren Track Fly Tipping - fly tipping has continued along the Warren Track and both Mr Paxton, Charlie Nash and the Clerk have removed bags of clothes and other rubbish. The District Council is not responsible for the removal of fly tipping along this stretch since it is a private area. The Clerk has discussed the problems with Humana, who are responsible for the clothes bin on the High Street. Humana have confirmed that this is emptied on a weekly basis. If the problem persists they can remove the bin. The installation of posts along the Warren Track to prevent people from parking may help to alleviate the problem and it was RESOLVED that the Clerk should discuss this matter with GEM to ascertain whether their original quote for this work would still hold next year.

Action: Clerk

8.1.4 Vehicle Crossover at Coursers Road – a reply has been received from the Solicitors regarding ownership of the verge adjacent to the land currently being developed. The Solicitor is unsure whether the land is owned by the Parish Council or the County Council since the verge was conveyed to the County Council in the 1960s as part of a road widening scheme. The Clerk has written to the County Council to establish whether their records indicate ownership of the land. A reply is awaited.

Further dumping of hard core type material occurred at the site recently although the owners of the land have informed the Enforcement Officer at the District Council that this is due to fly tipping. The owners have been informed that the material must be removed or an enforcement notice will be served. The Clerk understands that an enforcement notice is currently being prepared although it will be some months before the District Council can have the material removed. The County Council and the Environment Agency are also investigating their own powers of enforcement.

8.2 Recreational Areas

8.2.1 Smallford Playing Fields Play Equipment – in Cllr Defoe's absence it was RESOLVED to call a meeting of the Recreational Working Party to progress the installation of play equipment at Smallford.

Action: Clerk

8.2.2 Gloucester Field – the Clerk is to arrange a meeting with the County Council regarding the lease.

Action: Clerk

8.3 High Street Recreation Ground

8.3.1 Resurfacing of Car Park – due to commence in August and the Clerk has a site meeting with Nedburn on 24th July at 10am (since the meeting this has been rearranged to take place on Wednesday 26th July).

8.3.2 Waste bin – Royce had mended so new one is not now required

8.3.3 Tennis Courts – since the hole in the fence is getting bigger, despite repair, it was **RESOLVED** to leave the near court open to see if this solves the problem. The replacement of the whole fence was referred to the November budget meeting.

8.3.4 Football Pitches – Cllr Brazier informed the meeting that the Football Club would be playing more matches next year and that the fees for pitch hire may have to be re-considered in this light. It would be considerate if the Chairman of the Football Club could be warned that this may be the case so that he can make provision within his own budget for any increase. **Action: Clerk**

8.4 Roestock Park

8.4.1 Light in Roestock Car Park – the Clerk has asked Websters to re-quote to supply a light in Roestock Park.

8.5 Parish Wardens Report

9.4.1 Members received the Parish Wardens Report and discussed his recommendations. A recommendation to renew the Fence in the HSRG was referred to the November budget meeting. The siting of a dog bin in the HSRG was discussed and it was **RESOLVED** to ask SDK Kilsyth whether one of the less used bins could be re-sited.

Action: Clerk

8.6 Community Park

8.6.1 Renewal of lease – AMEY are still in process of drawing up the lease. It was agreed that the Clerk should chase this since it was some time since any communication has occurred.

Action: Clerk

8.7 Highfield Trust

The Chair reported on the Trust's last Board meeting and informed the meeting that the Board would be meeting again on 13th July. A new Trustee is required for the Trust and Members were asked to recommend any suitable possibilities.

9. HIGHWAYS

9.1 **Public Transport** – Members noted the works programme for 2000/01 submitted on behalf of Herts County Council. The only item pertaining to Colney Heath involves alterations to the longabout and Members requested that the County Council provide further detail pertaining to this matter. **Action: Clerk**

9.2 **Station Road** – the Clerk reported that the District Council were due to undertake a site visit and draw up a programme of work (subject to financial restraints) to alleviate recent flooding problems that have occurred in Station Road.

9.3 **Smallford Trail** – Cllr Falk reported that the Clerk has written to the Environment Agency regarding the pollution that has been identified in the stream. A reply has not yet been forthcoming despite a chaser letter having been sent.

9.4 Footpaths and Bridleways – the Clerk reported that the District Council’s Highways and Works Committee, which met in March 2000, referred all matters relating to the reclassification of public path (RUPP) No.51 to the County Council. Mr Bean did, however, undertake to discuss this reclassification with County Officers. It was **RESOLVED** that the clerk should write to Mr Bean to ascertain whether any progress had been made in this matter. **Action: Clerk**

10. COUNCIL OWNED (OR TRUSTEE) BUILDINGS

10.1 Village Hall – Cllr Julia Jeffrey tabled a report concerning the Village Hall. A recent meeting has taken place with Peter Stockman to discuss the final account for the Village Hall extension. Whilst some items had been reduced, Cllr Jeffrey reported that the final account would go over the original monies budgeted. Members considered the detail and agreed that the final account should be settled once Mr Stockman had had the opportunity to agree final figures with Grimwades. In the meantime Interim Payment No 9 was authorised.

10.2 Charles Morris Hall – quotes have been requested for the siting of two posts at Tyttenhanger. Cllr Day informed Members that the Charles Morris Hall Management Committee had expressed disappointment that the Parish Council were unable to supply funds towards the refurbishment of the Hall in this financial year. A request for funding from next years budget will be put to the Council in November. The Parish Council agreed to pay for weed killer (in the region of £40) in order that the grounds around the Hall can be treated.

11. OUTSIDE ORGANISATIONS

The following reports and documents were made available at the meeting:

Highfield Park Trust	Notification of opening of Mediterranean Garden on Sunday 16 th July
Ottaways	Business Newsletter
Harpenden Town Council	Forum June 2000
St Albans Community Forest Association	Forest Murmurs June 2000
Wheathampstead Parish Council	Wheathampstead Pump Summer 2000
Herts NHS Trust	Health Whats New June 2000
CVS	Annual Report 99/2000
All Points North West	Newsletter Summer 2000

12. STAFF AND OFFICE

12.1 Tennis Court Attendant – only one application has been received from a resident of Hatfield Road. It was **RESOLVED** to write and thank the applicant for her interest but the post needed to be filled by someone living very close to the Tennis Courts as stated in the original advertisement. **Action: Clerk**

12.2 Equipment – the Clerk reported that, in her opinion, it would not be cost effective for the Council to purchase a photocopier. The current copying load did not justify the

purchase and running of a machine. Kall Kwik provided a very competitive service and the Parish's printer could provide basic copying for the public. It was agreed to review this situation in approximately six months.

12.3 Web Page – the Parish Council has been offered a web page by a member of the local community. In principle Members had no objection to this idea but requested that the Clerk discuss the proposal further to ensure that there were no cost implications.

Action: Clerk

13 ST.ALBANS CITY AND DISTRICT COUNCIL

The following papers were available for inspection:

EMAS Steering Group – Minutes of the meeting held 20 March 2000

Housing Liaison Sub Committee – Minutes of the meeting held 29 March 2000

Festival and Millennium Committee – Minutes of the meeting held 24 May 2000

Planning Sub Committee (south) – agenda for meeting 19 June 2000

Joint Community Government Forum – agenda for meeting 20 June 2000

Highways and Works Committee – agenda for meeting 21 June 2000

Highways and Works & Planning Committee – agenda for meeting 21 June 2000

District Plan Second Review Members' Steering Group – agenda for meeting 28 June 2000.

14. URGENT BUSINESS

None

The meeting closed at 10.40pm

Chair.....

Date..... 13 ix 00

PART II BUSINESS

12 July 2000

1. **Confirmation of minutes of meeting held 14th June 2000**
Confirmed.

2. **Parish Gardener**
The Clerk reported that since her meeting with Mr Huckle concerning his performance as Parish Gardner during his probationary year, he had been making an extra effort and had been coming in regularly to the office to inform the Clerk of his work programme for each week. The Clerk reminded Members that the situation should be reviewed in September.

3. **Resignation of Clerk**
Following the resignation of the Clerk, a job advertisement was discussed and it was agreed that a final version should be confirmed by the Chairman and the advertisement placed in next weeks edition of the Herts Advertiser, with a closing date for applications of 4th August.