

**PLEASE BRING TO MEETING
ON 10 JANUARY 2001**

COLNEY HEATH PARISH COUNCIL

Minutes of the meeting of Colney Heath Parish Council held at the Village Hall, High Street, Colney Heath, on Wednesday 13 December 2000.

PRESENT Cllr F S Ellis (in the Chair)
Cllr D Crump
Cllr J Day
Cllr Mrs H Falk
Cllr A Thomas

IN ATTENDANCE Ms G Moody – Greenleas, Roestock Lane
Mr D Becker – 95 High Street
Mr M Hughes – Smallford Residents Association
Mrs B Hall – 12 Richardson Place
Mrs M Butler – 21 Roestock Gardens
Mr I Childs – 17 Princess Diana Drive
Sgt Cullin-Moir & PC A Reynolds – Herts Constabulary
Mrs D Mayhew – Clerk to the Council

1. **APOLOGIES** - Cllr C Brazier

2. **MINUTES**

The minutes of the meeting held 15 November 2000 were taken as read, and signed as a correct record.

3. **CHAIRMAN'S SPECIAL ANNOUNCEMENTS**

The Chairman to report any items which have been notified to him since the last meeting:
The Chairman read aloud a letter of resignation from Cllr J Jeffrey dated 9th December and this was accepted.

The Clerk was asked to write a letter of thanks to Cllr Jeffrey for all her council work.
The Clerk will also put up the required notification of the vacancy.

4. **URGENT BUSINESS**

4.1 Parcels for Senior Citizens - A premium assortment has been purchased from Asda, distribution of the biscuits is nearly completed.

4.2 Parish Council Christmas Cards - Purchased from the Abbey and being sent out.



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5. **SPECIAL & NEW BUSINESS**

5.1 Conduct of Local Government Members. Clerk is to be advised of all Parish responses.

5.2 History Papers for Parish and Photograph Collection - The Clerk has spoken to Joy Tomkins & Brian Anderson, both are keen to move forward on the collation of material. Joy has copied a letter to the Clerk from July 2000 (**Paper 1**). Joy recommended a 5-drawer filing cabinet, as being the sort of size required. The Clerk does not hold all the details of addresses where the papers are held. Alan Jenkins has a cabinet he may wish to donate; the Clerk will contact him regarding this. Brian is not against allowing the photos to be borrowed and would like to see a published booklet of photos for sale. He would like some one to visit to discuss the details, can the Councillors advise what action they require?

The Clerk was advised to write a letter to thank Joy Tomkins for the information provided.

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 (**Paper 2**).

6.2 Charity of Charles Morris for Allotments Accounts

Debra Mayhew, as Honorary Clerk to the Trustees, to present an up to date financial Report (**Paper 2**).

6.3 1999/2000 Audit – The Clerk has spoken to the auditors and some amendments have been made to the accounts. The auditors are reviewing the details and will contact the Clerk again to try to finalise. The Clerk may need some input from the Chairman to clear some of the points.

6.4 Emergency Provisions - An acknowledgement letter has been received from the DC, Mike Ridley of the DC will respond in due course.

6.5 Zurich Insurance – A response has been received to the Clerks letter asking for a breakdown of the insurance. Further investigation may be required by the Clerk.

7. **PLANNING**

7.1 Planning Applications

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

Application No	Application	Address	Comment
5/00/2148	Side/rear extension & front porch	9 Edison Close St Albans	No objection
5/00/2154	Certificate of	Roehyde Farm,	No objection

	Lawfulness (proposed)	Colney Heath	
55/00/2200	Erection of rear conservatory	44 Starlight Way St Albans	No objection
5/00/2162	Conservatory	26 Princess Diana Drive	No objection
5/00/2226	Single storey extn. Involving demolition of existing single storey projection	Smallford Cottage Colney Heath Lane	No objection
5/00/2245	Erection of single storey rear extn.	Smallford Cottage Colney Heath Lane	No objection
5/00/2259	Erection of six 6m high lighting columns	Former DC Cook Honda Premises	Further Comments To Be Made
5/00/2260	Erection of modular building	Oaklands College Campus, Hatfield Rd	No Objections
5/00/2274	Replacement of barn	31 Highfield Lane	No Objections
5/00/2304	Erection detached garage	34 Springfield Rd Smallford	No Objections
5/00/2316	Erection covered bay Volkswagen Ltd	Unit 11 Alban Park Hatfield Rd	No Objection
5/00/2240A	Display of non-illuminated shop sign	Notcutts Garden Centre, Hatfield Rd	Comments To Be Made

7.2 Appeals and Enforcement Notices -

Members received notification of any appeals or enforcement notices issued since the last meeting as follows:

5/00/2216ENF	Deemed application on appeal against enforcement notice for erection of fencing in excess of 2m	Coursers Road	Strong objection to granting appeal
5/00/2217ENF	Deemed application on appeal against enforcement notice for unauthorised building and bridge	Coursers Road	Strong objection to granting appeal
APPEAL HEARING SEC. OF STATE	Appeal against enforcement notices Set for 3 January 2001	Little Rose Cottage	To Comment By 27 Dec, Clerk to write letter

7.3 Planning Decisions

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

5/00/1858CP	Replacement garage and shower, 54 Oaklands Lane	Certificate of lawfulness
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5/00/1954 TA	Antenna R/O Highfield Clinic	Permission not required
5/00/1874	8 Grafton Close	Summerhouse Permitted with conditions

7.4 Princess Diana Drive - The DC has written to advise the change of name issue is still ongoing (**Paper 3**). The name is not being changed at present due to less than two thirds of the street agreeing to it (50% has asked for a change at present). The DC would like to know the view of the Parish Council to consider the matter further.

Can the Council advise the Clerk on what lines to respond?

Mr Childs was allowed to talk on behalf of the residents wanting a change of name, the Cllrs advised Mr Childs of their opinions. The Chairman asked that the item be brought forward to the January meeting to enable further investigation of the legal position with the DC.

7.5 Application for a Waste transfer Station, Smallford - Herts County Council letter dated 1st December confirms that the application has been formally withdrawn.

8. PUBLIC QUESTION TIME - 9 to 9.10pm (Council providing refreshments)

Members of the public are invited to raise issues and ask questions while refreshments are being served.

9. COLNEY HEATH COMMON

9.1 Common Rangers Report - Members received the Common Ranger's Report for December and discussed his recommendations (**Paper 4**).

The two letters received regarding loose horses (**Papers 5 & 6**) were noted and discussed. The Clerk was advised to write to Shell and ask to be informed of the new landowner details when the sale goes through. The clerk will also write to Open Spaces Society to ask for any further advice on the grazing issue.

9.2 Dudley Wood Commemorative Bench - Neptune Outdoor Furniture Ltd can provide matching one at £286 plus £97 installation plus VAT totalling £450. Can the Council advise Clerk to order now or await next year's budget?

The Clerk was instructed to order and install the bench.

9.3 CMS and additional funding - To note letter from HELP advising project acceptance for funding the restoration subject to two conditions and the filling in of a form (Cllr Brazier with K Maltby are completing forms) (**Paper 7**).

9.4 Common Management Plan

A reminder has been sent to GEM regarding the request to reconsider the 25.4% rise in cost of Warren Track works.

To note comments from CMS (**Papers 8,9 & 10**) on delays due to weather, Funding from Watling Chase Community Forest and excessive growth of hawthorn/blackthorn and treatment. The Parish Paths Partnership claim will be £1600 and Cllr Brazier is filling in the required forms.

The Clerk will ask Cllr Brazier if the forms have now been completed.

CNB

9.5 River Colne - A letter has been received from Mr. D Becker (**Paper 11**). The Clerk recommends a letter to Mr. D Becker advising the dredging of the river cannot take place due to environmental considerations and it is being managed as per the Common Plan. Can the Councillors advise any further on this?

The Clerk was advised to write to the Environment Agency in support of Mr Becker's letter and ask if they will dredge & bank the river in light of the recent flooding. The Clerk should also ask about Ellen Brook in respect of a rubbish problem.

9.6 Access Road to Common - The access adjacent to the Village hall is in a very poor state due to potholes, puddles and mud. A resident when paying his wayleave has complained about this and asked if the Council has any plans for improvements?

The area is used for parking and overflow when the Village Hall is busy.

Does the Council wish any action to be taken?

The council advised the Clerk to ask the Parish Warden Royce about filling in the potholes as he has done before. The Clerk should also write to Redlands to see if they would donate any material for this purpose.

10. RECREATIONAL AREAS /PARISH GARDENS

10.1 Members received the **Parish Wardens Report**/time sheets (**Paper 12**) and discussed his recommendations.

10.2 Zurich Report - Inspection of Play Equipment –

The full report dated 2nd October was reviewed at the 11th October meeting. The progress made so far is as follows:

1) 3 spring mobiles have been removed from the High Street Rec. No play equipment is left in the play area. No immediate decision on any replacements will be made.

2) Practicality Brown has delivered 14m3 of Play Bark and Royce is distributing to the parks.

3) The Parish Warden has been given a revised time sheet to schedule more raking etc. Both Roestock and Tyttenhanger have been raked.

4) The Fence in Roestock Park has been repaired. Durafen Durafencing visited park with the Clerk on 1st December and has supplied a quote of 3287.65 including VAT for a fence the same as in the High Street Playground (**Paper 17**).

The Clerk was asked to obtain more quotes for fencing.

5) Sleepshyde Park Royce has done some work e.g. tightened bolts, covered sharp edges climbing frame, replaced ladder step. Leisure Logs visited the site with the Clerk on 7th December to quote for other alterations to meet safety standards. A quote of £450.00 plus VAT (**Paper 19**) has been supplied for alterations to two pieces of play equipment to meet safety standards.

The Clerk was instructed to accept the quote and proceed with the work.

6) Wickstead sent an order brochure for spare swing parts. The Clerk has investigated what parts are required and recommends ordering the 5 swings and chains/bolts at a cost of £508. Does the Council agree?

The Council agreed the Clerk should order the above parts to be installed by Royce.

7) Other items still being investigated.



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10.3 Dog Litter Bins -To note SDK Kilsyth Monitoring Report (**Paper 13**), The Clerk recommends investigating moving the Boissy Park Bin to the High Street. Does the Council agree?

The council advised the bin should remain in Boissy Park but the Clerk should investigate with Royce whether it should be moved to the other entrance of the park. A new bin will be required for the High Street and is noted for the budget meeting.

10.4 Tyttenhanger Flower Bed - To note letter from Three Valleys Water (**Paper 14**). The above requires an estimate of repairs to bring the bed back to its former condition. Does the Council want the Clerk to get a quote from a Gardening Company or Hillary Brazier?

The Clerk was advised to contact Hilary Brazier and ask if she could plan the restoration of the garden and supply a quote to be forwarded to Three Valleys Water.

11. HIGH STREET RECREATIONAL GROUND -

11.1 Colney Heath Football Club - The payment situation/pitch maintenance has been discussed by Cllr Brazier and the Football club and is under review.

12. COMMUNITY PARK - No developments.

13. ROESTOCK PARK -

13.1 Scouts Concerns regarding Policing of the Park - To note copy of letter sent by scouts to Herts Police (**Paper 15**). The Clerk has written to Supt Alison Roome-Gifford regarding the parks policing. The Clerk has also written to the scouts to advise we are consulting the Police ourselves and will advise them of any response.

The Clerk received a letter from PC Alan Reynolds asking to address the meeting with Sgt Cullin-Moir. The Chairman gave permission for them to address the meeting and the Clerk invited a representative of the scouts to attend, which they did. The Scouts representative also talked and explained their difficulties to the police.

The police advised they (the local community team) do visit the park to deter youths when they can and should be contacted about any particular problems as soon as possible on (01727) 796000. Emergencies are still dealt with by the central switchboard but the community team will try to deal with the less serious but long term problems in the area by what means they can.

The council noted the above and asked questions.

13.2 Light for Car Park - A Quote of £1810.60 (PC £350.00) plus VAT was received from NLA Services for one light dated 19th October 2000. A telephone call from the Scouts in response to a request for information stated they are not willing to pay towards the lighting, which they believe is wanted by the Parish Council to deter vandals in the Park. The Clerk has written to the Police to ask their views on whether the light would deter vandals and their response was that there is already enough ambient light for the youths to use and further lighting would not be a deterrent for the youths.

The Council discussed the issue with the Scouts representative and the Clerk advised the problems associated with the installation as expressed by contractors quoting. The Council advised the Clerk to obtain more quotes and she should contact Cllr Thomas for a name of a supplier. The Clerk should also ask Royce about in filling potholes in the car park.

CMB

14. **BOISSY PARK** - The Clerk requires instructions on what response to give to our solicitors concerning arbitration, the landlord wants 2 alternative independent arbitrators proposed to consider. What action should be taken?
The Council asked the Clerk to write to our solicitors and advise that at present they be in no mind to suggest arbitrators, but enquire whom they would recommend and what is the normal procedure. The Clerk should also write to the DC and ask if they could value the land for lease purposes. The item would be brought forward to the January agenda.
15. **SMALLFORD PARK & DOG WALK** -
15.1 Dog Bin - The Clerk now has some information regarding utility trenches in the park. (These appear to cross the play area). Royce is prepared to install bin in his Parish Time plus cost of cement (£10 approx.).
The Clerk was instructed to proceed with ordering the bin and getting Royce to install.
15.2 Play Equipment - The Council has a quote for play equipment, the additional cost has been added to next year's budget. The Clerk has written to Kompan to confirm if their quote still stands and awaits a response. Does the Council wish to discuss the plans with the residents association before committing to the quote?
The Council agreed to the above, and asked the Clerk to obtain new quotes to meet new European standards and consult with the residents association. The Clerk should also contact PC Jack Carson for advice on road safety for children accessing the park.
16. **SLEAPSHYDE PARK & POND** -
16.1 Pond Clearance - advice has been sought from CMS (**Paper 16**) before clearance. Royce is ready to clear once given go ahead.
The Clerk was instructed to proceed with the clearance and not wait any longer for advice from CMS.
16.2 Play Area Fencing - Your comments are sought on letter regarding suggested gap in fencing (**Paper 17**) before Clerk responds.
The Clerk was advised to reply to the above letter asking for the gap to be put in and also requesting the site to be tidied up.
17. **GLOUCESTER PARK** - No developments.
18. **HIGHFIELD TRUST** - The Chairman reported that a lack of funds was stopping any major projects but fund raising is taking place.



19. **HIGHWAYS**
19.1 Public Transport -

19.2 Smallford Trail -

19.3 Footpaths and Bridleways - To note letter from CMS (Paper 9) regarding Parish Paths Partnership. Cllr Brazier may wish to report at the January meeting.

19.4 Public Highways - To note tabled Works Programmes Report paper. DC has informed us Cherry Trees at Firwood have an infection but no action is required.

20. **VILLAGE HALL - COUNCIL OWNED (OR TRUSTEE) BUILDINGS**

20.1 Village Hall - Chairman of Village Hall provided the Village Hall minutes for December and these were noted/discussed.

21. **CHARLES MORRIS HALL - - COUNCIL OWNED (OR TRUSTEE) BUILDINGS**

21.1 Subsidence - No further developments to report.

21.2 Paving - - No further developments to report.

21.3 Goalposts - CMH do not want posts erected according to Cllr Brazier.

22. **OUTSIDE ORGANISATIONS**

22.1

St Albans Community Forest Assn	Winter Events
St Albans and Districts Footpaths Society	Winter Information Newsletter
St Albans Community Forest Association	Forest Murmurs
London Green Belt Assn	AGM Postponed to January/February
CPRE	Newsletter To note article on Billboard threat facing page
Health Services in West Herts	Consultation Update
Wheathampstead Pump No 67	Wheathampstead Parish

23. **ST. ALBANS CITY AND DISTRICT COUNCIL**

23.1

Parish Liaison Joint Committee	Minutes of 31 October to note particularly P.3 Flooding (District Council Provisions for evacuation) and P7 Code of Conduct (Clerks to be advised of all PC comments)
Joint Meeting of the Economic Development Sub-Committee	Agenda and Report for Meeting on 28 November. Particularly to note P3 District Local Plan Review

Plans South	Agenda for 4 December includes report on Three Horseshoes Pub unauthorised extn. and Minutes 13 November.
Joint Community Government Forum	Agenda for 12 December 2000
Draft Electoral Roll (qualifying date 10 October)	In force 16 February 2001 to 15 February 2002

24. STAFF AND OFFICE

24.1 Rubbish Disposal - Clerk awaiting a response from the DC. The Clerk is also to write to the DC about future recycling plans for the parish.

24.2 SLCC - The Clerk attended the finance seminar on 22 November.

24.3 Parish Council Notice Boards - Quotes awaited to replace boards at HSRG and Camp Road and to re-paint and re-letter Sleafshyde Lane board.

24.4 Christmas Office Hours - DC Offices are closed 27 December the Clerk proposes that the Parish Office should be closed to the public from 27 December to 1 January 2001.
Agreed.

24.5 Photocopier Leasing - The Clerk has a quote for a reconditioned photocopier from CFS St. Albans, subject to office space being rearranged to fit it in. The recommended copier is a Cannon NP6030 this includes a document feeder and sorter (The office needs this to make copying quicker/easier). The amount per month to lease over 4 years is £43.15 plus £10.00 service charge plus VAT total £75.15 or £901.92 per year. The budget for this year includes an amount of £913.50 for KallKwik. The Clerks wants to lease the machine now to improve office efficiency. Does the council agree the lease should be arranged?

The Council advised the Clerk could arrange a lease subject to confirming if the lease could be terminated (any penalties) if they were unsatisfied with the service.

The meeting finished at 10.15pm

Chair - C. D. Berger
Date - 10/1/01

CMP