

**MINUTES OF THE FULL COLNEY HEATH PARISH COUNCIL HELD IN
THE VILLAGE HALL ON THURSDAY -2nd DECEMBER 2004**

Present;- Cllr's D Crump Chair- Cllr C Brazier-Cllr J Day-Cllr Rump-
Cllr J Henschley-Cllr S Hall-Cllr P Reeves.

Clerk; Mr J E Dean

Members of the Public-Mr D Becker Mrs G Moody

A Part II followed this meeting where no Press and Public are allowed to be present

1. APOLOGIES

Cllr M Corley

2. DECLARATIONS OF INTEREST- ITEMS ON THE AGENDA

There were no declarations. The Clerk notes Cllr Henschley role as President of CHFC. Noted a non pecuniary interest in matters-member accepted will abstain from voting on matters connected with CHFC. Allowed to remain, and offer viewpoint without suggesting of or due influence with on matters connected.

3. MINUTES

The minutes of the meeting held on 4th November were read and accepted as correct-
Proposed by Cllr P Reeves

Seconded by Cllr J Henschley

The minutes were signed by the Chairman as correct.

3a MATTERS ARISING FROM THE MINUTES of 4th November 2004

There were no specific matters to report.

4 MATTERS THE CHAIRMAN MAY BRING BEFORE THE COUNCIL

No urgent matters to report. The Chairman advised all topical items would show in the agenda, especially the Finance C/tee Pre Budget meeting held 29th November

5. URGENT BUSINESS AND MATTERS ARISING

5.1 Pre School-Treasure Tots a Parish Council & Community Partnership.

Cllr M Corley was not in attendance so the Clerk gave members an overview of the current position of the pre-school. The present format finishes on December 17th end of term and staff are aware the contract is to cease. The new term if members agree to continue (part II) will re start on 10th January 2005. All staff will have to re-apply for their jobs by re-interview the Leader is a vacancy also, as the present Mrs Gill Caro is to finish at her own request 31/12. The management committee meet on Tuesday 7th December to decide staffing matters for new term. The ratio of staff is geared to the intake and child age, it can vary. Next term we only have a maximum of 16 infants with up to 20/24 places available, making the ideal 100 sessions per week ideal to break even. (5 days x 20-24 sessions= £158-£186-costs= £180 day approximately)
The current term has losses which were expected, next term Govt funding guarantees £.7.75 + 3yrs, unfunded £6.50 per session. Fees will need revision to level up- Easter. From January we can open for two and a half hours, we have OFSTED in principle.

5.2 Coursers Road

Cllr Crump stated this will come up in planning and he will invite Cllr Brazier to give a review of the District Council statements.

5.3 Highfield

Cllr Crump said to refer to item 21 Cllr Rump will give an update

5.4 Abbey Bank

The Clerk said we should change this to secondary bank account if we were of the opinion to have another in the frame, Abbey is now Bank Santander as such it is not usually recommended to use banks domiciled outside the UK for reserve funds.

5.5 Lafarge-High Street Recreation Ground-Entrance & Access

The issue needs resolve, issues of rights of way and the general tidiness of the area, also the overnight parking which we have insufficient powers or resource to prevent. The Solicitor has called for a copy of the deeds which may be at Hertford in archive. Clerk to seek copies and send as soon as we can. Meanwhile we are not in a position to do anything to counter the fee of £500 per annum which we must pay now. Clerk told members he intends to seek advice from Ottaways as council did want to suffer any risks to ROW access at this popular recreation area. Cllr Reeves said that the minutes back to 1965/6 may show some clues, Clerk replied these were in archive but he was going to Hertford for other papers soon and would see about copies.

5.6 Crime Report

There were no matters to report as we had not received a crime report, there were hearsay reports that two homes in the Roestock area had been entered recently.

5.7 Transport Petition

With the absence of Cllr Corley there were no reports on the bus access issue for disabled, low level vehicles on CH routes.

5.9 Boissy Park

The Clerk had no additional report; members requested the item to remain

5.9 Tyttenhanger Sign

Cllr Reeves was advised by the Chair that a sum had been reserved for the sign in the pre budget discussions and it could be raised again in January 2005.

5.10 Commons Stewardship (See 10.5)

Cllr Brazier mentioned this was going ahead with the plans for Furze Field. In other areas of the common we had zoned up the areas to clear the scrub and hoped to start soon. The Clerk said that he had received an estimate from very proficient contractors recommended by CMS. This was careful and specialist work that we could not easily find others to quote for. The contractors had done similar work at Berkamsted and Chorleywood Commons which although initially look significantly different at first sight once done, they have received acclaim for their tidy and careful work. The Clerk asked the Chair to request member's approval for work to be done by Jeff Skidmore at a cost of £ 3120.00+ vat, work to start soon prior to nesting. (Cntr to start Dec 04)
Proposed Cllr Brazier-
Seconded Cllr Reeves

6 SPECIAL AND NEW BUSINESS

6. Smallford Landfill Site Monitoring

This involves the monitoring of Methane levels, new systems are apparently being introduced according to Cllr Crump. The Clerk was requested to re try the e-mails.

6.2 Vital Villages Plan

The day went off extremely successfully according to Cllr Crump, the events were varied and he had spent an interesting day in the Parish, it was suggested that we have a review meeting and include this next full council on 13th January 2005. Members who were present at the Village Hall on 20th November when the plan was presented to St Albans Deputy Mayor Cllr Bert Pawl. We have received a letter from SADC congratulating the VV Committee via the Parish Council on an excellent document. There are several papers circulated to members, concerning final reports of working groups and VV committees. The Chairman said we will have review meeting to see what was wanted from the plan especially that to be undertaken by the P/Council in the new-year. Cllr Crump said the VV group and Cllr Corley should be congratulated on the document and its presentation. An extensive and well put together survey of extreme importance to Colney Heath, a lasting tablet of information.

6.3 Youth Club

Cllr Brazier gave members an update, the club closed for the term on 20th December and the club was going to a go-kart circuit in Stevenage on 6th December, a mini coach organised and all were looking forward. It will re-open on 10th January 2005. Cllr Brazier said it had been a success with this term and the new leader was good for the club bringing new ideas which over past months had encouraged more attendees. Cllr Brazier also said that the costs would only be up to May 2005 this could help with the budget calculations for next year.

6.4 Smallford Residents Association

There are no significant reports although there are expectations of planning applications for the development on vacant land past debated coming up in the new-year. Cllr Crump reported the repeated litter problem, has advised SADC e-mail.

7 FINANCE

7.1 Payments and Income

The Clerk gave members details of the income and expenditure to date including all emergency payments with details on a spreadsheet, the Clerk answered member's questions from the payments list. Figures were given regarding bank accounts as below- at 30/11/04-members agreed and approved the statement as recorded. This month there was a payment total of £16,512.27 including £3452 wages transfer.

Bank Statement Capital Reserves £35972.89 Reserve Account £ 621.15
Bank Main Reserve Account £86094.83 Current Account £10,062.41 as at 30/11/04
This is the position of the accounts according to latest statements received-members note there will be a £25,000 withdrawal to make payments into the current account.

Income-Expenditure & Transfers as noted on the accompanying excel format

Proposed by; - Cllr Henschley

Seconded By; - Cllr Rump

7.2 Audit 2002-3

The Clerk said that the Auditor came in on 10/11 November the finance issues were extensive with lack of simple records and paper information to support the software. The Clerk had also completed a third day on the 2002-3 Audit away from the Office in order to reach the present position. The Audit for 2002-3 was now ready with an accompanying balance sheet, now the Chair needing to sign upon the acceptance by members.-It was resolved to accept the 2002-3 Audit as correct-

Proposed by Cllr Brazier

Seconded by Cllr J Henschley

Audit 2003-4

Much further work needed and more involvement with RBS/JD to reach a balance and be able to present for signing off, planned for 13th January 2005. There is at least 2 days work for the Clerk and a further half day away from the office with the Auditor

7.3 VAT Claim-Current year

Qtr 1 and 2 Pending submission, being a low quarter values it will be added together to and claims sent together-2004-5 year. We are now in quarter 3-Oct-Dec 04.

VAT Claim Past

Clerk preparation of a claim for year 2002-3, this has been notified verbally to HMCE, they advise it may be still allowed, this has to be in by April 2005.

This had been slipped prior to Clerk taking over the Parish.

7.4 Banking and Signatories

Deleted

7.5 Pension

Contributions have been paid up to October, only employee is on the scheme.

7.6 Budget & Precept-2005-6

The Clerk reported on the finance working group meeting held on Monday 29th November to review the preliminary budget, the data and graph were presented to the members who came to the meeting, public not admitted. This working group have considered the provisional figures to bring before the full council on 13th January 2005 for the parish year 2005-6. Note-this is a blue paper matter until concluded 13/1.

7.7 Payroll and IR

Payments to date- IR & NI sent this month (December) for £1157.62

7.8 Insurance-Zurich Municipal

We have a claim outstanding with regard to damage and losses at the CHFC from a burst water tank in August. Application is pending. The insurance premium has now increased this year to £3211.74; members may wish to consider the reflected increase portion to be paid on council owned property by the leaseholder CHFC in the budget. The statutory current certificate of Employers Liability for year 14th November 2004-13th November 2005 is displayed on the Parish Office notice board.

8.PLANNING

The members were given information on the Agenda, and took decisions on the issues as follows, advice will be sent to SADC Development Control.

8.1 Planning Applications

Debated;-

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5/04/2008	68 Tollgate Road	First floor side extension and alterations to front elevation	No objections
5/04/2028 A	Glyn Hopkin, Lyon Way	Various internally illuminated fascia and freestanding adverts	No objections
5/04/2038 CC	Former Highways Depot Wynchlands Crescent	Proposed new childrens home	PC concerned that the development should not exceed the existing building footprint and that no trees should be felled for the development.
5/04/2071	518 Hatfield Road	Erection of single ancillary out building and alteration to main dwelling including loft conversion	Objected- We feel this is an over development and overlooks the neighboring properties causing loss of amenity and privacy – no objection to the out building
5/04/2080	39 Church Croft	Rear conservatory	No objections
5/04/2020	7 Maslen Road	Single storey	No objections
5/04/1789	24 Tyttenhanger Road	Two storey rear extension	No objections
5/04/2262	7 Tyttenhanger Green	Single storey front porch and minor external alterations	No objections
5/04/2252	74 Tollgate Road	First Floor side and rear extension	No objections
5/04/2183	38 Firwood Ave	Single storey front extension	No objections
5/04/2184	40 Firwood Ave	Single storey front extension	No objections
5/04/2213	Former Highways Depot Wynchlands Crescent	Residential development	PC concerned that the development should not exceed the existing building footprint and that no trees should be felled for the development.

5/04/2394	Plastic development techniques ltd, Lyon Way	Erection of fence, new gates and installation of replacement windows	No objections
5/04/2397	Homebase Ltd, Alban Way	Alteration to existing vehicle crossover and construction of new crossover	No objections
	Spar-Unit 1 Highfield Park Local Centre	Provisional Justices Off Licence	With Cllr Day
5/04/2273	33 Princess Diana Drive	Conversion of garage into habitable room	No objections
5/04/2304	18 Sleapcross Garden	Front Porch and conversion of garage to habitable room	No objections
5/04/2295	Colney Heath Service station	Continuation of use of site as a hire/storage centre for vehicle mounted hydraulic platforms	Objected-There have local issues with continuation of working conditions. If the approval is to be given it must be subject to strict conditions including no weekend working, no lifts left outside the site and no extension pf the platforms for long periods.
5/04/2463	329 Camp Road	Two storey and first floor extension	No objections
5/04/2438	28 Oaklands Lane	Part single, part two storey rear extension	No objections
5/04/2411	Nuckies Farm Coursers Road	Change of use of land to use as a caravan site	Objected -letter sent to M.Lovelady – Plans with Cllr Day
5/04/2485	Redhall		Plans nor received

Conversion of garage-habitable room-some concern expressed by Cllr Day

5/04/2485-Members had real issues here, the Chairman requested a show of hands vote regarding the decision, Members for-4 against-1 abstentions-1 therefore carried for application to proceed.

5/04/2295 Members were concerned that week end working and the past general movements on the site, extending platforms, leaving up, the residents would suffer

8.2 Appeals & Enforcements

Notices circulated and as details delivered to the attention of the meeting

Highfield Clinic-Decisions awaited

14 Church Croft-Appeal

Nuckies Farm-Coursers Road-New application-Two letters sent from SADC-17TH & 23rd Nov indicating new planning application for caravans on land. Previous action and High Court ruling still stands in place. Cllr Brazier responded to a question from Mr D Becker in public question time. Letter sent to SADC Mr Lovelady re objections 22 November from PC. Papers circulated to members prior to meeting

8.3 Planning Decisions

Members noted applications that had been refused-

8.4 Glinwell/Smallford Garden Village site proposals

Members have noted proposals and are waiting to receive any proposal

8.5 Affordable Housing-

No comments this time

Delegation of Planning Decisions

Letter received by Clerk from Redbourn PC-members already circulated

8.6 Planning on the Web

No debate this time

8.7 Licences

Spar Unit 1 Highfield Park-Local Centre-Provision to off licence.

8.8 Air Quality Action Plan

Remains on agenda-no comments this time

Note-above re numbered against agenda

9. PUBLIC QUESTION TIME- 9-9.10pm

There were no issues debated or brought to members attention

10 COLNEY HEATH COMMON- (POS)

public open space

10.1 Commons Ranger Report

The report highlights the area opposite the Queens Head near the farm on Coursers Road is becoming an indiscriminate parking area for nearby resident's cars, the posts have been removed. The grass and area is becoming a mud patch and some paving slabs have been laid. Cllr Brazier remarked this is the part of the common, the Clerk added that if this is proven he will send out letters to cease parking. Cllr Reeves was keen to see the slabs removed. Cllr Crump wanted the posts put back but we may have to check with highways. Clerk to contact Ranger for a copy of commons map.

10.2 Three Valleys Water Pipeline across the Common

Clerk advised that he had received a letter from the Solicitor (Paper) indicating that the offer of £1600 is final. The Clerk recommends on the advice of the Solicitor we accept if the other party pays all costs. Members to consider, and propose acceptance

Proposed Cllr Rump

Secoded Cllr Hall

The Clerk will write to Ottaways and accept the offer subject to them paying all costs.

10.3 Monitoring of Transco Pipeline

The Chairman said it was not possible to update members at this time.

10.4 Warren Track Access

Again the Clerk advised this has been sent to DEFRA in Bristol regarding a gate restriction; this takes time to get approval and some issues of gating were contentious

10.5 Common Stewardship (see also 5.10)

Cllr Brazier updated members with the discussion held with CMS on 30th November and a field walk to inspect the Commons in order to explain our plans to clear the self proliferating islands of scrub creeping over the common. This was also to check their opinions to planned work which will alter the visual aspect of the common to some. This erosion cannot continue if we are to manage the area and return it to its natural state and preserve for the future. An invitation was made for the CMS to come and see from the start if they wished and offer guidance. The Clerk is to inform the dates They were also taken to see Furze Field; they agreed that hawthorn would be difficult to extract. A mechanical weed wiping process might need several applications and may not be totally effective, it was decided that this could damage the heather and other rare fauna. It might be better to consider mowing with a mini tractor several hard cuts. The proliferation of gorse and heather might make this one of the best in Hertfordshire a natural unspoilt place. Along with others we are keen to get the sheep. It was agreed that the thistle also needs cutting regularly, it was explained how we would get our grass cutting contractor to enlarge the cutting areas once this is done. It was agreed that there is work to be done on the river bank with willow and other clearance but that is not our remit. Clerk to contact Environment Agency in new year.

10.6 Grass Cutting Contract.

The Chairman said Mr Paxton is to be given the opportunity to an extended contract for a further two years. With annual reviews on performance we may also need to Budget fuel costs increases suggesting consider an additional sliding premium based on a fixed base estimate of use with percentage increments, both issues to be resolved at Budget time-prior to the Clerk writing to Mr Paxton.

10.7 New Bridge

No additional comments from members, item kept on agenda-date 2006?

10.8 Fly Tipping

The Clerk kept members up to date with a spreadsheet being made up by the Assistant Clerk; members should continue to report instances to the office as seen-over 38 instances since April 2004. Cllr Henchley has made a statement in the Chronicle on fly tipping. He added that he is campaigning for more measures to combat this. Two additional fly tipping noted Cllr Day & Cllr Crump, Barley Mow and Hixbury lane.

10.9 Parish Paths Partnership

Cllr Brazier said £1000 grant is promised by Martin Carter-more financial constraints since last time. Clerk added we need to check for payments and programme the work.

11 RECREATIONAL AREAS

11.1 Parish Warden Report

Reports increasing amounts of litter and other dumped rubbish including settee, old paint tins, old carpet, tyres in Roestock Park, fence repair in High St Rec, other litter in most parks. Requires bark for play areas, Clerk to order 10cu/m2 to Warren Fm.

11.2 Parish Gardens Report

Copy of report circulated to members, general tidying up. Clerk asked if any new or replacement equipment is needed to have a budget sum in time for January.

11.3 Park Inspections

There were no reports.

11.4 Signs

Clerk is aware of the outstanding notice requirements; need to do all in one hit

12 HIGH STREET RECREATION GROUNDS**12.1 Colney Heath Football Club**

The main topics of importance are the estimates for a new kitchen and other funds for Grant Aid that the Club is asking the Council to consider £8.4k. The additional rates demand in 2006 is of importance to all of the public places. Disabled facilities and other necessary issues to meet the act need tabling for action. Grant Aid totalling £4,600 to cover the costs of Pitch maintenance, new kitchen and additional rental allowance. Members were in general agreement this is an item for the budget in January. The Clerk reminded the meeting that we have a landlord responsibility in the matter of the kitchen facility. Equally the club have other legal responsibilities for the building and the terms of lease. New rates will affect all buildings reviewed in 2006.

12.2 Tennis Court Report

Hilary Brazier reported no bookings this month but had tidied the area of leaves. The Clerk said a sum for new kick boards has been included in the budget, however we did have a large improvement this year and the sum is modest.

12.3 Lafarge Land Issues

Previously dealt with-Clerk sending a letter.

13 COMMUNITY PARK & POCKET PARK

A work plan for the area is required-a sum is included in the budget

14 ROESTOCK PARK**14.1 Inspection Report**

The Clerk asked members to consider a work plan following last months report for the clearance of urgent tree and scrub removal in Roestock Park after the inspection with Mr Paxton. He can do the work for £2,200.00 to remove trees, roots and overgrown area back to ditches. (Paper) This is considered important maintenance work to help reduce the incursion of growth gradually extending into the grass area, as well as dead wood and saplings. It adds to the security of the park for users in having a better visual aspect if it can be made similar to water board premises in comparison. Proposal to spend up to £2,200.00 on immediate tree work in the park

Proposed Cllr Day

Seconded Cllr Brazier

14.2 Play Equipment in Roestock Graffiti

Included in above-Mr Paxton to paint over or remove

14.3 Signs, Gates & Equipment

Litter bin missing-Cllr Crump asked do we have a bin from Boissy we can use

15 BOISSY PARK

15.1 Lease status and Offer to Purchase

The Clerk had no further reports, the Chairman said we should keep the heading on the agenda, and asked if members had any comments, there were none.

16 SMALFORD PARK & DOG WALK

16.1 Entrance Safety

Note remains as a reminder;-similar comments to last time;-
Members were satisfied with the work carried out by SADC Highways Contractors, but not so with vehicle entrance/exit situation on to a busy road with blind spots.

17 SLEEPSHYDE PARK

17.1 Inspection Report

Clerk no report.

18 SLEEPSHYDE POND

18.1 Inspection Report.

Similar comments to last meeting-matters remain;-
Winter work will be required and job list to do for contractor or Parish Warden.
Clerk has Deep Water sign-RP to install
Clerk reminded members that the tour with Chair DC earlier had indicated a boundary establishment matter would be wise-re nearby landowner-Winter work

19 GLOUSCESTER PARK

19.1 Inspection Report

Clerk to do inspection accompanied Cllr Reeves-date to be agreed. Notices required-add to list after inspection. Clerk requested copy of deeds ordered from archives at HCC to be collected. Cllr Reeves was keen to see a registration application for title.

20 TYTTENHANGER FIELD & PLAY AREA

The lock has been passed to Cllr Reeves, no further reports.

21 HIGHFIELD PARK & TRUST

Cllr Rump reported the matters of the AGM, it was going ahead with new shops and involvement of YMCA will ensure a good future. There will be a new mezzanine floor installed to the Gym, a popular venue. Cllr Rump said there had been a spate of vandalism in the locality. Cllr Reeves mentioned he had spent an interesting time on Village Day touring the facilities and park.

22 HIGHWAYS

22.1 Public Transport

There were no significant reports, Council remain generally dissatisfied with services.

22.2 Smallford Trail

No reports this time

22.3 Parish Paths Partnership (P3)

Previously mentioned in 10 5

(22.3) Parish Paths Partnership-Duplicated

Dealt with in item 10.9 and duplicated- will be dropped from this slot next time

22.3 Highways

Cllr Henchley gave the information that Mr S Dibben had left the department to take an inside job in Dacorum area. A meeting was held earlier this afternoon with the Clerk and with new officers dealing with highways, Mr Bowman & Kevin Williams. Mr Williams who appeared very keen is employed on an agency basis until March 05. It was mentioned that the first build out in the High Street-long-about end will be re done having been considered a hazard. Cllr Henchley said he had mentioned this ages ago, as others had, why ignored. He also requested the re-surfacing of the High Street. Cllr Henchley gave both officers a copy of his two page report; members also were copied at the meeting, adding the report contains information of outstanding issues. Another matter raised was that of the Post Office flooding due to poor ditch cleaning The issues surrounding the Richardson Place works was questioned by Cllr Henchley had it been reversed? Also the Wistlea Cres parking matter was still requiring a resolve by disgruntled residents. The Station Road Wilkins Green area is expected to come under future development plans nearby (Smallford Nurseries) for a project to give permanent relief from developer partnership in possibly building a new bridge.

On a separate issue the Clerk had written another letter, hand delivered by Cllr Brazier requesting residents to stop parking on verges in Roestock/Lane/Gardens

22.4 Evening Bus Service

No further items to report.

22.5 Draft Northern Herts. Area Transport Plan

Noted but now deleted.

22.6 Consultation Draft of the Speed Management Strategy

Circulated to members re HCC consultation inviting comments by 17 January 05
Office copy to be downloaded from website-www.hertsdirect.org/speedmanagement

23 VILLAGE HALL (COUNCIL OWNED BUILDING)

Cllr Hall requested a sign for the car park; the Clerk said that he had put a temporary sign out from the windows. It was agreed to go ahead for a permanent sign to be placed on the outside wall. The meeting report was circulated to members (Paper)

24 CHARLES MORRIS HALL (TRUSTEE BUILDING)

An application was received for Grant Aid support of £1250.00 towards a sound and hearing loop system costing over £4000.00, and to renew the old outdated lighting. This to be referred to the Budget meeting on 13th January 2005 -members to decide.

25 OUTSIDE ORGANISATIONS

No reports.

26 ST ALBANS & DISTRICT COUNCIL

Members had no further comments to offer from the District Council information and meeting notes circulated or available to read from the office.

27 OPERATIONAL MATTERS

27.1 Risk Assessments

Two members of staff are requested to complete their forms

27.2 Notice Boards and Bus Shelters

The Assistant Clerk has written to SADC seeking approval of Highfield Notice Board position, do we need planning permission-or are they able to delegate approval.

27.3 Warden Training

Date to be arranged

27.4 Twining 50th Anniversary

Cllr Brazier commented on including a cost in any budget review in light of this fact.

27.5 Tree Strategy for St Albans

Clerk reported current situation-tree inspections need to be covered in the budget.

27.6 Tree Removal-TPO's

Correspondence

The ODPM is enquiring about allotment sites with a survey form to be completed by the Clerk for information under PPG 17 Planning for Open Spaces.

There being no further business the meeting closed at 10.03 pm

Under the 1972 Act No Public and Press allowed-There followed a Part II

John Dean

Clerk to the Council

Jed/full/chpc mins/month-12-© 06/12/04

**MINUTES OF THE PART II-MEETING- COLNEY HEATH PARISH
COUNCIL AT THE VILLAGE HALL THURSDAY -2ND DECEMBER 2004**

Present;- Cllr's D.Crump Chair- Cllr C Brazier- Cllr D Clarke- Cllr M Corley
Cllr J Day-Cllr J Henchley-Cllr S Hall-Cllr P Reeves-Cllr Rump.
Clerk; Mr J E Dean
Apologies Cllr Corley

Part II Where no members of the public or press are allowed to be present LGA 1972-note matters are confidential

Pre School

The Clerk said a decision was required if the Council were prepared to continue underwriting the Pre School for another term and possibly to the academic year end. The Management Committee were to meet on December 7th and would be anxious for positive news. A new Leader had been interviewed and was expected to be engaged, the advert had captured other relief staff. Cost projection was more or less in line with forecast, revenue being some £4550 and expenditure to 2/12/04 £8800. Staff And expenses for December making the revolving Grant Aid at around £6500 It was expected that if started again in January 05 losses will be halved but revenue less because of less pupils. The certificate for OFSTED registration was expected. Staff will cease their short term contracts with the Parish Council on 31st December and re-start in January under revised arrangements. The Clerk will give details then. Cllr Brazier made a proposal to continue with close monitoring by the Clerk Seconded Cllr Reeves.

Staff Engagement Pre-School

This was adequately covered in the above heading.

Colney Heath FC

Grant Aid for new kitchen, other costs add up to a Grant Aid expectation of £8400

Disability Act 2004

This has far reaching requirements to Council owned buildings-The Clerk will look into some costs Members note cost implication and compliance in next budget.

Memorial Bench and Walk Plaque-re-Late Peggy Hughes & Harry Heffer

Assistant Clerk is to deal with this for two applications now for commemorations and will meet with the family representative shortly to decide on a details and location.

Boissy Park

Past dealt with

Parish Office/Staff

New SLCC rates will apply in April 2005 for grouping salaries into higher spinal categories with loss of weighting, the Clerk will inform member's details next time but an expectation has been allocated in the budget pre-lims. HALC have sent data.

Staff (Outside)

The wages reduce this month by 50% for winter payment, in agreements

St Marks Tree

Clerk to contact Judy Smith as we need to deal with our share of the tree work on a possible rotting oak adjacent to Church Yard that needs attention after leaf drop.

Code of Conduct Issues-Standards Board

The Clerk advised that since the recent investigation he felt the Code of Conduct papers need some improvement in presentation. No change to the stated directives is required but they need definition to CHPC.

Standards Committee Wednesday 17th November 2005 St Marks Church Hall

Cllr Henchley was invited by the Chair to inform members of the hearing above following the accusations reported by the previous Clerk Mrs D Mayhew in 2003.

Copies of the hearing notes are available to members at the Parish Office, and Cllr Henchley was pleased to inform the Members of the decision of the board.

The Clerk added that he had received a letter from Head of Legal and Democratic Services Mr Lovelady L.LLB confirming that Cllr Henchley had not failed to comply with paragraph 10 (b) of Colney Heath Parish Council's Code of Conduct and that he was therefore dismissed of the allegation made by the previous Clerk Mrs D Mayhew. The Members expressed their relief that the Council as a whole the matter had now finally been resolved in Cllr Henchley's favour and a line be drawn under the issue.

Budget Pre-lims-2005-6 Finance Committee

All Members have the sheets for consideration on the budget figures expected to be debated and resolved on 10th January 2005. Particular attention to the Grant Aid sums.

Commons Rights of Way-Our revenue from Licences temporary suspended

Countryside Rights Of Way Act 2000 section 68 –Vehicular Access across Common and Other Land (England) Regulations 2002 affecting our Wayleave revenue.

It was agreed the Clerk is to write to Mr Claydon and ask him what his fees would be for him to update us on the requirements re our access revenue from common land, The work has been done on similar Herts Parish's where difficult issues need the proper clarification. Not all users of vehicular access are paying, other matters concern increasing numbers of cars using the commons to access properties.

A sum of £5/600 should be budgeted for an invited question time and checks into our situation according to the Clerk. Archive documents are to be obtained from HCC.

This will also be grouped with an audit of Parish Property.


Tyttenhanger Gate/Sign

Cllr Reeves mentioned this and will inform members of more details soon.

Office Closure Christmas Holiday

The Clerk advised members that the office would be closed from 12 noon Wednesday 22nd December 2004 to 10 am Thursday 6th January 2005. Emergency contact with the Clerk is available by mobile phone posted on the office door if required in this period.

The meeting closed at 10.40pm


John Dean
Clerk to the Council