

Colney Heath Parish Council



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MINUTES OF THE FULL COLNEY HEATH PARISH COUNCIL MEETING HELD AT VILLAGE HALL ON THURSDAY 7th DECEMBER 2006-7.30.pm

Present; - Cllr Corley-Chair -Cllr P Reeves- Cllr J Henchley -Cllr C Brazier
Cllr D Clarke. Cllr D Crump Cllr G Rump-Cllr J Day-Cllr S Hall .

Clerk; Mr J E Dean

Public Attendance-Mr D Becker Mrs J Moody

1. APOLOGIES & ANNOUNCEMENTS & DECLARATIONS

There were apologies that Cllrs Day Henchley and Hall would not make the start of the meeting. Cllr Henchley had problems with the taxi not turning up. Cllr Day had kindly offered to collect him. It would take additional time to get him into the car and stow his wheelchair. In absence it was known that a declaration would have been made by Cllr Henchley regarding his role as President of the Football Club. He later made certain this fact had not been overlooked. Cllr Day with Cllr Henchley plus Cllr Hall arrived at 7.50pm with apologies to the Chair for being delayed.

2. MINUTES

Two minor typo errors members asked are noted by the Clerk-the spelling of Lafarge on item 5.6 p7-and a correction on item 5.1 re-St Marks Church where Secretary Judy Smith had called the office on receiving November 06 published minutes, advising a correction that matters connected with the new building, that any long term remains therein is being properly dealt with including a relative search within the application. After which the minutes of the Full Council on 7th November 2006 were approved and accepted as correct-

Proposed by Cllr Reeve

Seconded by Cllr Brazier

The minutes were duly signed by the Chairman as correct.

2.1 MATTERS ARISING FROM THE MINUTES

No matters from the minutes were raised.

3 MATTERS THE CHAIRMAN MAY BRING BEFORE THE COUNCIL

The Chair reminded all members that the Budget debate in Part II was an important topic and all business should be done by 9pm to allow the Clerk time for the Pre-budget presentation to the members. At this time all members of the public will be

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*P. Dean Chair
15 Feb 07*

Whilst relevant matters are under debate concerning the possible precepted sum for 2007-8 and confidential matters concerning employees and their remuneration. Cllr Corley also informed members that she had attended the Memorial Service.

3.1 Sports in the Park.

Members had welcomed the initiative and the presentation at the last meeting was well received by all present. It was agreed that an e-mail be sent indicating that it could return next year. The Clerk added that more notice and publicity was required, the earlier comment by Cllr Brazier had warned of this but it was a very good start and attendance could be expanded. The parish contribution was only £40 from the youth budget for the hire of the Scout & Brownie Hut and was considered good value.

3-2 Community Park

The Clerk made members aware that he had acted on their positive record of voting to go ahead with the plan and in order to start work this winter on the hedge laying that Brian Lee was suggesting be done in the plan, work needed to start right away in here in order to alleviate the risk to bird nesting season. CMS found the best quote from a local contractor for the 120m of hedging. Other quotes were being obtained also for tree works from Geoff Skidmore who did work on the common. Money is on offer from SCADC and CMS, but needs the application and completion before April 2007. The layering work will need to begin prior to the Christmas Holiday. (Bird nesting)

3.3 Herts Rights of Way and Mr Day re Footpath 21

The Clerk reported that a meeting had taken place on 28th November with Mr Day and Julian Thornton HCC Row, a representative from Village Concern in London Colney and Mr Day's advisor Mr Rhys. A complaint had also been sent by Mr Day to HCC demanding that a better attitude of understanding prevailed to reach an agreement. This meeting was in better spirit and over the three meetings an agreement looks more likely. Mr Day is looking to fulfil his obligations by suggesting a board walk on the footpath route once it is agreed by all parties. In order to progress the correct footpath route as agreed by all, a further meeting has been arranged for 30th January 2007.

3.4 Election Year May 2007

The Clerk had received an indication from the Electoral Officer at SCADC of the expected cost of a contested election is about £4000. This needs to be provisioned in our precept or pre budget sums. Adding there is more to be considered in Part II.

3.5 Colney Heath Parish Council 60th Anniversary-1947-2007

The Chair handed this over to Cllr Rump who is to co-ordinate the activities. He said that he had met with the Clerk and Assistant Clerk about the opportunities and ways that we could celebrate. Time was moving on very fast and he would like to see plans finalised at the January 2007 meeting so they could be included in the next Chronicle. He provided all members with a list of the suggested activities in order to select the most appropriate, including giving away a token item to the school children. On the past 40th anniversary a china mug was given to all children attending the local infants and junior school. He also asked for any other members to assist him along with the Clerk and Assistant Clerk on the working party. He also suggested a budget fund for £1500. Cllr Brazier has old photographs and make these available if required.

3.6 Public Meeting-New Homes to be built in the Green Belt

Cllr Bazier has organised a public meeting under the heading of the Parish Council in the same way as Redbourne Parish held last week. This is to open up the question of the plans for quite large scale development in the areas including BAE site and others brought before the council in recent planning applications. The meeting is being held on Monday 11th December and starting at 7.30pm at the school. key SCADC planning officers and other Council members in attendance to present details.

3.7 Tyttenhanger Sign

Cllr Reeves was pleased to announce the sign was now in place after the Highways Partnership works to erect and put in place. The works proved precarious with high winds and driving rain, but importantly it was carried out safely by the workmen. He added that it had been put on a firm concrete base bolted onto a bracket allowing for the plinth and bricked up-stand to be constructed in the new-year by a contractor. It is to be dedicated on a date to be considered once that is achieved and a dedication plate to acknowledge the benefactors, designer and others involved.

3.8 Roestock Park

Cllr Corley was pleased to announce that the work was underway and most of the new play equipment was installed, bad weather however was having a drastic effect on the ground conditions making the works difficult to sequence and programme. The grant was not able to cover the whole job and the Council had agreed to donate the top-up sum with protected past money in order to make the installation look good. The Clerk reported to members that he had to make an urgent decision after consultation with the Chair on the foot path leading to the facility, which was broken and unsafe. It was also not DDA compliant, an issue that as council we must consider to upgrade any works to meet this regulation and 2004 Act. As a result a new path is to be installed on Monday 11th December in order to allow parents and children a safe dry route to the play area from the car park. This is also noted as a future area to be considered for surfacing over with some road planings or limestone as a summer job and when the product is available. (Lafarge?). As a cost expectation the Clerk said we will run over budget guidelines and he expects the cost to be around £24,000.00, which without the path we had estimated £20,000. The BIFFA Grant will contribute £14,500. Overall in view of the past years with little or nil investment we have had a catch-up situation.

3.9 ROSPA Inspection Report

The works were continuing at the Roestock installation and members had been made aware of the requirement in the report that was examined in earlier meetings. We had unfortunately come from a poor position on our play area kit where some wooden equipment, the Leisure Logs purchase in the late 90's had rotted rather badly at the Sleapshyde Play area and had to be removed on grounds of safety. Members all agreed this area must be number one on the next budget list, section 106 or any other grant opportunity to refurbish. Around £15,000 is an estimated minimum expenditure. The work in the CMH area will include safety upgrade to the swings and Springer plus new side log retainers, we may need to spend additionally on the swing area where the bark is exposing the under mat. Rubber faced slabs is an ideal remedy, contractor has been asked to quote. Also a new play entrance slope has been made DDA compliant at Charles Morris Hall recreation area.

3.10 Issues of Deprivation and Anti Social Behaviour in Highfield

The meeting called by Cllr Macmillan the 13th December at the Trestle Theatre 6-8pm has invited the Chair, District Councillors Day and Brazier plus the Clerk. This area has been designated as requiring attention and remedy inviting the above to attend a presentation to explain the issue. Members will be informed by those attending at the next meeting in January 2007. The matter over what exactly is meant by deprivation may also be reported in the local press who no doubt will be attending as well. Cllr Brazier said the areas were mapped out by the District Council, and with the Andover Housing Association properties. It was concentrating on local problems and solutions.

4. FINANCE

The Clerk gave members full details of the December figures of £ 9480.50 including vat payments of £ 439.48 vat sum which is recoverable periodically.

Accounts; - The Clerk said that details and statements of the Parish Accounts may be inspected here now if members wished and at the office at other times. The Clerk was able to answer member's questions regarding the finances, several one off payments this month making the expenses period as about an average month but the account for the play area will expand the overall sum by over £25,000 once the invoices are in.

Income and Expenditure

Noted on a separate sheet for December as seen by the members was approved;-

Proposed by; - Cllr Brazier

Seconded by; - Cllr Hall

Investments; - The Treasury Reserve has £75,000 invested until 19th December 2006 at 4.39%. The sum will earn about £274 in the month. The Clerk added that he was hoping to keep £50,000 on again for one more month to January if the cash flow can be managed until that time pooling all funds in accounts if necessary. The Clerk will provide an interim half year statement to members with other facts in the Part II Budget meeting.

Grant Aid-Charles Morris Hall

Application for this parish year of £4000 held pending the procurement of materials

Audit 2005-6

The Clerk is expecting the internal auditor to sign off shortly, once papers have been received from Lubbock Fine. If they are in time this can be cleared in January 2007

Audit 2004-5

The Clerk has some further minor queries to answer again for Lubbock Fine and has responded by letter. It is hoped that h accounts will finally be approved this month.

VAT Recovery-2005-6

There is a reclaim to be completed once the petty cash is trawled through to complete this will be done in the new year once the accounts are back.

5 PLANNING

5.1 Planning Applications

Cllr Reeves had undertaken on some duties regarding the planning applications whilst Cllr Brazier was away on business for ten days. The following applications were then debated in more detail:-

Number	Address	Application	Decision/Recommendation
5/06/2368	Roestock Cottage	Two storey side and rear extension replacement of existing rear flat roof with pitched roof and alterations to openings	No objections
5/06/2272	48 Oaklands Lane Smallford	Loft conversion with roof alterations and side dormer window	No objections
5/06/2280	6 Sleapcross Gardens	Single storey side and rear extension	No objections
5/06/2278CE	Fairholme Roestock Lane	Certificate of Lawfulness	No objections
5/06/2358	18 Grafton Close	Alterations to openings	No objections
5/06/2373	26 Newfield Way	Rear conservatory	No objections
5/06/2377	The Mill House Coursers Rd	Addition of openings, single storey rear extension and replacement of existing flat roof with pitched roof	No objections
5/06/2378LB	The Mill House Coursers Rd	Internal alterations, addition of openings, single storey rear extension, patio and replacement of existing flat roof with pitched roof	No objections
5/06/2247	53 Firwood Avenue	Loft conversion with two dormer windows and single storey rear extension	Objected- Excessive development. Out of character. Invasion of neighbouring property
5/06/2477	11 St Barts Close	Single storey rear extension	No objections
5/06/2471	55 Russet Drive	Rear conservatory and conversion of garage to habitable room	No objections
5/06/2411	1 Liberty Walk	Two storey rear extension and roof alterations	No objections
5/06/2466	Focus Alban Park	Demolition of existing garden centre and replacement with an extension to the Class A1 retail unit alterations to opening and variation of condition 6	Objected- New car parking to close to Hatfield Road. Removing screening vegetation initially required to retain rural appearance.
5/06/2465	The Hyde Bungalow Sleapsyde	Single storey rear extension and detached double garage	No objections

Note items with Listed Building Status are noted with a suffix LB after the plan number

Planning;-General Comments

Coursers Road; - According to Cllr Brazier the buildings are being used for storage
5/06/2368 Roestock Cottage;- Application to renew with a brick built dwelling

5/06/2278CE Fairholme Roestock Lane;-Members asked why an application for a certificate of lawfulness, Cllr Brazier agreed to check on the situation and report back.

5/06/2212 8 High Street.

Cllr Brazier informed the meeting that this will go to Committee

5/062247 53 Firwood Avenue;- Loft conversion, design out of character and called into question by those members viewing the plans.

5/06/2466 Focus DIY Alban Park

Cllr Reeves said he had objected to the loss of trees flanking Hatfield Road that this additional development will bring about. He added that the original concept was the trees gave screen to the area and car-park this application will surely open it up.

5/06/2225 St Marks Church

The Clerk said that he would like to make sure there is no misunderstanding about the details given in the last minutes about the remains that might need to be removed if the application for an extension obtained permission. Church Secretary Judy Smith had contacted the office about the statement and wishing not to cause any ambiguity assured the consultation process will include the Diocese and other interested parties including relatives, if any exist will be contacted by the Church before works start.

Section 106 Consideration to accept developer land for a Public Open Space

The Clerk is expecting further responses from Mr Ian Holland. Also our letter to the Enterprise and Civic Environment Dept-Mr A Moorhouse dated 22nd December 2005 still remains unanswered. (Now 12 months)

Cllr Henschley gave members a review on the applications and refusals to date;-

5-2 Planning Approvals/Refusals

As listed since last meeting

Number	Address	Application	SCADC Decision
5/05/1222	Land at Sleafshyde Lane	Erection of three terraced houses	Planning Permission
5/06/1981	1 Ivory Close	Rear conservatory	Planning Permission
5/06/1983	43 Russet Drive	Two storey rear extension	Planning Permission
5/06/1989	24 Newfield Way	Single storey rear extension	Planning Permission
5/06/1578	Radio Nurseries Oaklands lane	Demolition of commercial workshops, four dwellings, packhouse and glasshouses and erection of up to	Planning Refusal

		thirteen residential dwellings and public open Park/ space/community	
5/06/1665	BT Trial Site	Demolition of existing buildings and structures and erection of thirteen dwellings and public open space	Planning Refusal
5/06/2123	60 Oaklands lane	Roof alterations to form gable end to increase size of existing bedroom in roof space	Planning Refusal

Appendix-

Affordable Housing

Approval has been given to build three terraced houses on land at Sleafshyde Lane

5-3 Planning Appeals-Inquiries-Enforcements-Other issues

Previously reported re Radio Nurseries

Application to refer to Sec of State re BT Trail Site-application no 5/05/0680

Both follow earlier refusal by District Council-These are now likely to go to appeal
Details received from GVA Grimley 10th November and circulated to all members regarding the re development of Oaklands Campus Hatfield Road. There was an open event held on the 17th and 18th November to allow comments to be made. It is not clear if any member attended.

5.4 Strategic Planning Applications referred by ODPM-Sec of State-or SEERA

Helioslough-Rail Freight Terminal

Cllr Brazier said this was refused by D/Council on 1st November. He gave details of other areas being considered adding that this area was designated as needing a freight terminal and it was between two sites within a 25 mile radius of London. He was sure it will go to appeal and or Sec of State being major development and demand for these types of services to reduce freight by road as part of a national plan.

London Luton Airport

Members were informed by the Clerk the master plan has not been published yet

Scott Wilson Report-Sites for Travellers

This has been published and Cllr Brazier has a copy for members to see, it is lodged with the Clerk. He added that the issues were going to be sensitive in some districts. The report has legal connotations and cannot be copied or viewed by the parish, the report is being kept by Cllr Brazier.

East of England

Public consultation out on Draft Project Plan and Statement of Public Participation
On provision of Gypsy and Caravan Sites

Local Development Framework for Dacorum and St Albans Issues and Options

Published on 29th November outlining the future planning of Hemel Hempstead and Dacorum Borough, under a joint consultation with St Albans & District Council. A copy of the report issued by Richard Blackburn is at the office for members to see.

BT Trial Site

Cllr Brazier has written to the Planning Inspectorate at Bristol strongly objecting to this development. A copy of the letter has been circulated to all members.

5-5 Residents Associations

The Clerk requested the details of the Highfield Park Residents Association if any member has details.

5.6 Planning Monitoring

LAGFARGE

Cllr Brazier informed the members of the meeting held and attended with the Clerk that afternoon 7th December at London Colney PC offices, it was the usual liaison meeting and the issues of flooding on Coursers Road and Bell Roundabout were raised. On Lafarge Mike Pendock gave details of the extraction works extension, to win more sand/gravel, the opening of the controlled landfill site on Coursers Road. Also the extension and link to the Bridleways BW13 St Albans Rd & BW 6 north of Coursers Rd. Details are contained in the circular and press release dated 19th October circulated to all members for information from Mr Mike Pendock.

6 COMMONS OPEN SPACES & PUBLIC RIGHTS OF WAY

The written reports were considered of:-

6-1 Parish Warden Report

Members were circulated with the report, containing details of months work including removal of rubbish at High Street Recreation area, considerable time marking pitches, sweeping tennis courts. General duties maintenance and repairs and collecting litter, including 22 beer bottles in Roestock Park left in the car park. The issue of late night parking and loud music from cars there has been reported to the police.

The new gate has been fitted at Community Park-Mr Paxton has welded the coach bolts to stop theft potential. Also removed the car off the common and dug a ditch to prevent further similar incursion of common land. Rubbish -15 bags removed from Church yard area in line with duties.

6-2 Parish Commons Ranger Report

Report circulated, there was a fairly new car dumped on the common a 7 day notice was placed. Mr Paxton removed it with no cost to the council. The Police seemed disinterested and as far as we know did not respond to our information. Motorcycles continue to be a problem and the rabbit infestation lessening due to disease. The river continues to be high and in places has burst the banks.

6-3 Parish Gardner and Tennis Courts Attendant Reports

Report was received and will be circulated to members later.

6-4 Church & Graveyard Keepers work/time sheet

The hours worked to date 264 out of 336. Cllr Brazier mentioned the tidiness on a recent visit.

6-5 CHPC Grass Cutting Contract

No reports-this part of the season's mowing is suspended until March 07.

6-6 Commons Stewardship

There has been further work identified by CMS but no quotations or contractors are engaged this side of the holiday. If we are to do works then we will need to consider before the nesting season in early spring.

6-7 Recreation Areas

Safe & Sound works are underway with other ROSPA safety requirements as part and parcel of Roestock works much hampered by bad weather and rain.

High Street

Part of ROSPA report work to be done in this scheme.

Charles Morris

Part of ROSPA report work to be done 13th November

Harvesters and Dog Walk

Part of works to recreation area after ROSPA report to be done 13th November

Sleapshyde Recreation area

Removal of slide and climbing frame considered immediate after contractor advised it was rotting and ladders were collapsing under weight. The Clerk said that there is no other choice on grounds of safety.

Sleapshyde Pond

The Clerk mentioned to report, other than removal of dead elms.

Roestock Park-

The Clerk reported work continuing but warned this is likely to go over budget, we are in the process of having the path resurfaced as additional expense in order to comply with DDA. The gate is also being renewed and it is hoped the area will open before the Christmas Holidays. The Work is outstanding on the schedule.

Multi Sports Sessions in the Park

Now finished until the spring, but all members indicated that we are keen to re-start again next year but the Clerk said more publicity is needed.

6-8 Footpaths P3 and Rights of Way-Bridleways-BOAT-RUPP

New kissing gates have arrived from Centrewire, all are DDA compliant with radar entry codes, and the two for Highfield foot path are to be installed as soon as possible.

Cost for all four amounted to £1476.00 plus £100 delivery, vat is recoverable.

The Clerk has asked John Ely to quote for works to install two on the Roestock footpath 24 for this site. We are also seeking money to resurface the path to meet the DDA requirement and allow access to the recreation area. HCC's

Julian Thornton has indicated there is money still left in P3 (See comments on 3.3)

7 HIGHWAYS-TRANSPORT-FOOTPATHS AND VERGES

7-1 Highways & Maintenance & Signs local Roads or major route reports

Cllr Corley and Cllr Henschley were both present at the Highways meeting on 16th November which was also attended by Dennis and Jean Horner, Parish Plans.

Highways team Kevin Williams and Kevin Burns were also in attendance.

The issues discussed included the Long-about, speed of traffic, congestion at peak times in the High Street and a plan to install traffic calming and speed restrictions in the neediest part of the High Street. Speed humps were contentious issue with Cllr Henschley, whilst others agreed that whatever is necessary should be done.

The Clerk reported and provided photographic evidence to Kevin Williams on verge damage near no's 26-28 Roestock Lane, he is to send a letter about damage costs.

The Smallford Bridge Peggy's Path area Post Office flooding risk and ditches were all mentioned. Kevin Williams said it was now being worked into a bigger future plan. He said he hoped it would be given some priority. Cllr Crump said he would like to see Smallford Bridge back on the agenda heading again for a number of reasons.

7-2 Paths and Access-attached or adjacent to Highways

At their last meeting the Village Hall Committee said they would like to see a mirror on the opposite side of the road to the exit to assist safety from oncoming vehicles in pulling out. The Highways position is that it is ok on private land but not on verges. Therefore permission needs to be sought from the land owner opposite and a mirror placed there if agreed.

7-3 Verge ditch and litter or weed maintenance

The Assistant Clerk and Cllr Corley have met with Kevin Williams to get work done on the clearing the ditches in Roestock Lane.

7-4 Transport including Village Council funded Friday shopping bus

The project is still short of volunteers for the Friday Bus to ASDA, the Chronicle has advertised the schedule and appeals for drivers.

7.5 Longabout on A414

Members are very keen to see this on future Highways Plans in view of the increase in traffic and congestion building up in Colney Heath at peak times. James Spanner had sent a letter to District Councillor Brian Lee on 17th November circulated to members. This is to remain as an agenda topic.

8 PUBLIC QUESTIONS

There were no questions- those present were warned that public will not be allowed to stay after the meeting closed and part II because of the Budget preliminary debate.

9 COUNCIL BUILDINGS-ORGANISATIONS & TRUSTEE MATTERS

9-1 High Street Recreation Area Pavilion and CHFC

The Clerk advised that the payments were still outstanding and best left until part II. A meeting with CHFC/Finance Committee was to be held on 13th December but for several reasons including the time allocated and all members able to attend. It is likely to be deferred until 6th January 2007. The most important issue is the Budget is geared to receive income from leasing the Pavilion, Clerk stated an auditor will look for this to be in place. Chair reminded members that there would be an opportunity in part II.

9-2 Treasure Tots Pre School.

Cllr Corley said this term had its ups and downs, but we were achieving 94 sessions sold out of 100. The new-year was not so good but new parents were made very welcome by the staff and we were getting a good reputation. A recent mail shot had produced some new enquiries for future terms. The Staff were co-operating well with some reduced hours to save the payroll and the Clerk recently organised a meeting on 4th December with Julie Capon of Pre School alliance in order see if we could tap into some funding opportunities.

9-3 Village Hall Committee

New regulations concerning Village Halls and fire safety have come into effect on 1st October 2006, the Clerk is to co-operate on this with the Village Hall Committee as it effects to both parties. Cllr Corley announced that she is taking over from P. Watson. The old wooden stage steps will also have to be more positively fixed according to Chair Eddie Walsh; this was required under HSWA regulations. It was also queried if the Public Liability insurance was in place, the Clerk had replaced with the old just recently as he had matters on going with Zurich. It was technically in the building but not on the notice board. In the previous year however was posted up, containing all the necessary information. (This is displayed on the legal notice board in the passage)

9-4 Charles Morris Hall

The Fireworks were a success and over-sold. It is understood Cllr Reeves has assisted in making the BBQ brick area safer by a fresh idea on the support rods. The procurement order has not arrived yet as agreed with Peter Scott, this is part of the grant aid reserved in 2006-7 for internal works.

9-5 Highfield Community Park Trustees

News of the AGM-on Tuesday 17th October, Cllr Rump said attendance was poor, in considering that initially the enthusiasm was very positive.

9-6 Other Buildings/Local Organisations/Events

No reports this time

9-7 Youth Organisations Locally & Youth Council

No reports this time.

10 COMMUNITY REPORTS-MEMBERS REPORTS-OUTSIDE BODIES-OTHER COMMITTEES-REPORTS FROM OTHER ORGANISATIONS

10-1 Fly Tipping Reports

Members were copied the latest report, the Clerk said the incidents are beginning to increase again, after a brief lull in the summer. Perhaps lighter nights prevent offence observation, but unfortunately six incidents in the usual places over the last weeks. Cllr Day sent details of new initiatives on fly tipping to be circulated to members. There has been no report from Mr Robertson in spite of verbal promises in September Cllr Henchley asked if Mr N McCabe was informed about the persistent fly tipping near the Gypsy Camp. The Clerk added that he had travelled down Barley Mow Lane that afternoon and seen about 60 car tyres and a chest freezer randomly dumped in dangerous places along the lane. He had called SCADC and advised the Environment Department, asking for immediate attention to remove on public safety grounds.

10-2 Police Reports

Latest Police statistics were circulated recently to all members the next meeting of the Neighbourhood Action Group is on 31st January 2007 in the Committee Room. So far we have had no notification of a designated village police officer.

Police and CHPC Budget for PCSO operations

Defer to Budget debate 11th January 2007

10-3 Vital Village Matters from the Plan.

The executive committee have agreed to allow CHPC to use the Parish Plan Logo; it will feature in any publicity and note paper headings and at every other opportunity. Letter from Jean Horner, Secretary dated 27th November has been past circulated. It would seem that the situation has improved regarding notification of the opening times at the Doctors Surgery in Hall Gardens. Open times are posted on office door.

10-4 Twinning

No reports other than facts already known to members.

10-5 Reports from Members attending other meetings

No reports.

10-6 Fairs and other local community matters

No reports

10-7 Reports from listed items-HM Govt; Local issues; National; Local Govt etc

No debate took place on this subject

10-8 St Albans Assoc Parish Council; & LGBC HALC/NALC

Minutes will be circulated to all Councillors when received.

10-9 Minutes & matters received also other associations and local organisations

No reports this time.

10.10 Purchase of Christmas Biscuits for OAP's (Section 137 LGA)

The biscuits were ready for members to take away after the meeting and distribute.

11 MEMBERS QUESTIONS

11-1 Correspondence not previously dealt with in the agenda

The letter from North Mymms PC regarding possible boundary changes was read out to members, the Clerk is to respond on behalf of the Council.

Cllr Rump requested an agenda slot for our 60th Anniversary celebrations and plans that is in its own section next time.

Local Press Statement

Any local press issues have been circulated to members from the office

11.2 News Releases

No reports

11-3 Matters received since publishing the Agenda

Parking problems in Cutmore Drive remain an issue for attention.

11-4 Proposals for Next Agenda

Any items for inclusion should be forwarded to the Clerk.

11.5 Christmas Lunch

Date and venue is 15th December and cost is £3, Cllr Corley said that over 80 people had booked to attend.

12 OPERATIONAL MATTERS AND CLERK REPORTS

12-1 Staff issues-Office administration matters

The Clerk asked if the Parish Office could be redecorated at a cost of £250 and if agreed this will take place over w/end 15th January 2007. Members readily agreed to this expenditure. The Clerk is to contact the painting contractor to get the job done.

HATPC

The Clerk has applied for a grant for new IT Equipment via DEFRA money on offer, we should know after 15th December if we are successful or not!

12-2 Future issues requiring attention

a) Boundary Issues; - Regrettably the Members of North Mymms Parish Council are not receptive to the idea of a change as indicated in their letter of 5th December.

12-3 Notice Boards-Bus shelters-Signs

Tyttenhanger Sign

The sign has been installed as previously outlined in section 3.7

Bus Shelters

A new Bus Shelter for Hall Gardens has been approved.

The Clerk said that whilst we had reserved a budget sum from next year the need for the DDA path in Roestock Play area might take that reserved money for the moment. We will also need planning permission and supply a base. An application form has been requested from SCADC.

12.4 Commons Licences & Wayleaves

The Clerk is arranging for a 5mph speed limit sign to be installed on the High Street properties rear commons access track.

12.5 Publicity & Chronicle

As part of the 60th anniversary celebrations the Clerk had asked D Rodway to see how much a 4 colour cover and insert pages would be for a special edition of the parish magazine. The quotation works out at £335 per issue over the standard price of £950 per issue. The magazine is an A5 48pp printed 1 colour with St Marks insert, paid for by Church and tinted cover. The debate following made no decision at this stage and this is deferred to the Budget finalisation. Members agreed that Dave Rodway be invited to our next meeting in January to give some further ideas and support the cost

increase. It was suggested by several councillors suggested selling three pages for advertising. Cllr Day was concerned at the balance of quality in the photos and printing quality. The Clerk said the job will be 8pp work and turn then cut to 4pp for the outside/inside and front/rear cover and the inside 4pp insert on suitable coated paper stock. This would either run for the year or just a significant issue in 2007/8 say in summer issue to contain some celebratory photographs and sign dedication etc.

Web Site

The Clerk has also met with Dave Rodway about upgrading the site which has not been touched since it was put in around 2003 with the Parish Plan ideas. Also to give some ideas of the costs for a more regular maintenance of the site towards publicity. The Clerk is keen to see links to other items such as doctor's surgery opening, Treasure Tots Pre School, other activities that need publicising and a regular change of picture scenes of Colney Heath be put on the site for public information

Notice Board

Notice board is put up at Highfield.

12-6 Flooding and River Colne Reports

The Clerk is to co-operate with the Clerk of London Colney PC. Members to not that we are on the early warning information circuit.

12-7 Capital Purchases

No reports this time.

12-8 Meetings-venue-planning for calendar of meetings-dates-public meetings

No reports

Parish Charters

No reports

Correspondence

An e mail received from HATPC regarding the seminar at Rothampsted Centre in Harpenden on 29th November to hear about the new Local Government Plans.

Lyons Enquiry

This is the issue of the above subject with plans being announced by Ruth Kelly in the HOC around the end of the month. Copies of the recent news sheet we received on the 11th December, after this meeting will be circulated to all members for information. We received this after registering in 2005 when this was inquiry was announced

St Albans Elderly Local Planning Group

Cllr Corley has agreed to represent on this group, connected with Age Concern

Invitation to North Mymms Civic Service

Cllr Corley is to attend the service on 11th February 2007, the Clerk will write and confirm to the North Mymms PC.

Christmas and New Year Office Closure

The office will close on 20th December 06 and re-open 10am Monday 8th January 07


Members Questions

Cllr Rump and Brazier raised the matter of the decision to not build a new state of the art hospital in the area to replace the Watford St Albans and Hemel Hempstead units. Cllr Brazier gave reference to staggering sums that the West Herts NHS Trust owes.

Late Matters

No reports this time

There being no other business the meeting closed at 9.10 pm


John Dean
Clerk to the Council

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Note

THE NEXT MEETING WILL BE TO RATIFY THE BUDGET AND PRECEPT REQUIREMENT. -DETAILS WILL BE SENT OUT IN DUE COURSE TO ALL MEMBERS

COLNEY HEATH PARSH COUNCIL
MINUTES OF THE PART II FINANCE MEETING HELD AT THE VILLAGE
HALL ON THURSDAY 7th DECEMBER 2006-9.40.pm

Present; - Cllr Corley-Chair -Cllr P Reeves- Cllr J Henschley -Cllr C Brazier
Cllr D Clarke. Cllr D Crump Cllr G Rump-Cllr J Day-Cllr S Hall.

Clerk; Mr J E Dean

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1. APOLOGIES & ANNOUNCEMENTS & DECLARATION

There were no apologies, this meeting following on from the main council meeting

2. MATTERS ARISING

There were no matters arising

3 THE BUSINESS OF THE PRE BUDGET PROPOSALS

The Current Financial Situation

The Clerk gave members a visual presentation accompanied by a two page data sheet showing current finances of the P/Council by way of a 6 month statement of expenditure. The cumulative position is we should make our prediction accurate to year end. However there were to consider the unbudgeted additional expenses for play area works grant funded by BIFFA. Cllr Brazier asked the Clerk what final expected reserve forecast was, the Clerk's reply it will be around £60,000. He added that we should not go below that as it represents half the precept and that is a safety position most Clerks like to see.

Grant Aid and Section 137 Payments

Details of the past year and current applications for Grant Aid received given with the explanations totalling £17,300 which accounts for about 12% of the council precept. Members looked at each individually and made their comments, which included why some grants were continually funding running costs of some organisations. The larger grants may need to be pared back according to comments from Cllr Reeves.

Treasure Tots Pre School

Cllr Brazier said that the grant for Treasure Tots must remain as sacrosanct and the Clerk reminded members of their obligations under employment regulations and contracts. The Clerk informed members that all staff were being very co-operative in reducing their hour's voluntary to reduce the payroll to 4 days per week in some instances. This was because of the reduced intake of local infants and a national reduction in the birth rate according to Pre School alliance representative who calls on us from time to time. One staff member was on maternity leave now and her pay was refunded by HMC&IR.

Staff Contracts including Treasure Tots

The Clerk said that he was looking again at all contracts to check that we are in line with current regulations. This was a personal deadline to achieve by parish year end. The Clerk also added that salaries and wages will go up in April by the nationally

*P. Dean
1st Feb 07*

agreed percentage rate. However the one exception is the Assistant Clerk where the scale rate needs to go up by a couple of points to be in line with national agreements.

Parish Gardner

The Clerk also said that he had dealt with the anomalous situation of hours and pay with settling the back-pay to April 06 of £309 and revising job time to 500 hrs p/an

Audit 2004-5

The Clerk advised this was with Lubbock Fine and expected to be signed off any day

Audit 2005-6

The Clerk advised this will be brought before the meeting on 11th January to be signed by the Chair and Responsible Financial Officer.

Members Questions concerning the Budget

The Clerk asked if any members wished to examine the budget figures further, some debate on the totals but general there was agreement that the expectations for 2007-8 are in line with the predictions of £135,500.00. In order to reach the Parish year required expenditure over and above the general fixed costs as laid out on the spread sheets. Members to note additionally a further £28,000 has been earmarked for more important projects that are, or will be on-going in the parish over the future years. Cllr Reeves and Cllr Brazier requested some more examination of the Project sums in the New Year. These were areas of funding already agreed or will have to attract other prime funding assistance such as Common Stewardship-SCADC with part funding or any S/106 possibilities from developers.

Budget 2007-8-to Precept

It is agreed that the Clerk will bring the figures and precept decision to the attention of the Council in a part II on the meeting 11th January 2007.

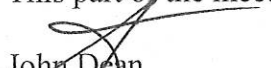
Finance Committee Meeting with CHFC

There will be a meeting on Monday 8th January 2007 at 8pm to review the payments and lease for the High Street recreation area and Pavilion. The recommendations of this meeting will be presented to the Full Council on 11th January 2007. Finance Committee Members who are paid up members of CHFC may wish to declare their position to the Clerk prior to the date of the meeting to consider their attendance.

*Any council member who is a paid up member of CHFC will not be able to vote on any resolution connected with this or any related matter.

(Model Code of Conduct-guidance paragraph 10)

This part of the meeting closed at 10.00pm


John Dean
Clerk to the Council

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*Members of the Finance Committee are;-

Cllr Day Chair-Cllr Rump-Cllr Crump-Cllr Reeves note-Chairman Cllr Corley is invited to all committees