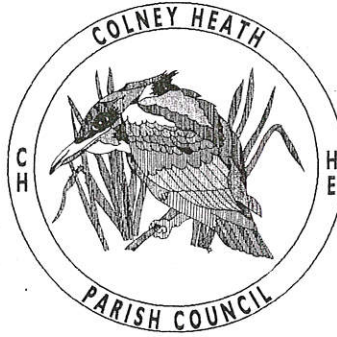


Colney Heath Parish Council



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10 May 2007

**MINUTES OF THE COLNEY HEATH FULL PARISH COUNCIL MEETING
HELD AT VILLAGE HALL ON THURSDAY 10TH MAY 2007-7.30.pm**

Present; - Cllr J Day Acting Chair.-Cllr D Horner Cllr Crump-Cllr Henchley

Clerk; Mr J E Dean

Public Attendance- Mr D Becker
Ms Chris Gowan Chair Highfield Res Assoc

1. APOLOGIES & ANNOUNCEMENTS & DECLARATIONS

Apologies received from Cllr Brazier, Cllr Reeves Chair &Cllr Rump.

Cllr Henchley had brought a matter to the attention of the Clerk outside the meeting to which the Clerk readily agreed was incorrect in the March minutes, it was the word resignation be replaced with the word retirement -as a true fact

Incorrect statement in March minutes- to correct as the previous statement

There were no declarations and the fact Cllr Henchley had clarified his resignation as now past President of the CHFC as from January 2007, although still a member.

The Clerk apologises for this error of fact in the minutes-that is now corrected.

The Chair welcomed a new Cllr Dennis Horner to his first meeting of the new council and hoped that he would find the position of serving the on the Colney Heath Parish Council both rewarding and fulfilling.

The Chair also reminded members that this meeting will be guillotined at the last item on the agenda reached at 9pm in order the Annual Statutory Meeting can take place soon after that time and be completed as part of this evening's business.

2. MINUTES

The minutes of the Full Council on 8TH March 2007 were approved and accepted as correct-Proposed by Cllr Crump

Seconded by CllrHenchley

The minutes were signed by the acting Chairman Cllr J Day as correct.

2.1 MATTERS ARISING FROM THE MINUTES

Having gone through the pages there were no matters arising.

The Chair requested a letter to Cllr Clarke thanking him for his service to CHPC

P. Lewis
07th Jun 2007

3 MATTERS THE CHAIRMAN MAY BRING BEFORE THE COUNCIL

3.1 Election and Vacancies for Co –Opted Members

Vacancy for Co-opted Members due to resignations and retirements

The Clerk advised member that there were now two vacancies and that he had names of two candidates so far:-

Mr A Cloke of 43 Cutmore Drive

Ms Chris Gowan 94 Hillend Lane Present this evening

The co-option process requires formal notices to go out after the date of the elections and to be on public display for 14 working days excluding Bank Holidays and w/ends. Notices are to be put out on 11th May and will expire on 31st May in order that those who have applied to join by co-option can be considered at the next full parish council meeting held here on 7th June at 7.30pm. (Those candidates will be asked to attend)

3-2 Community Park

The Clerk advised members the progress on the completed works, a new field gate to go in; the tree felling clearance caused some controversy with residents in St Marks Close with complaints about the cores in the river. All of which were removed by the contractors. The reasons why this happened are unclear, vandalism or theft of cores might be the reason. Some cores had finished up further down river. Cllr Brazir and Clerk had several conversations with residents and matters were amicably resolved. A Teddy Bears Picnic for children from the JMI and T/Tots on the 6th June a ribbon will be cut to celebrate the park refurbishment. The Mayor is invited to come to the celebrations, Cllr Brazier had suggested a tree planting, Clerk to suggest to CMS, who it is known oppose having reduced trees near the river bank so this might not be done.

3.3 Chronicle Magazine and Web Site

It was agreed that we ask Mr Rodway to the next meeting on 7th June to give details of the upgrades planned.

3.3 Herts Rights of Way and Mr Day re-Footpath 21

The Clerk informed members that progress was being made with settlement of the landscape and path route dispute between Herts Rights of Way unit and Mr Day.

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

All members present remarked how the event was a success; the Clerk said he had received many letters and cards including the Mayor and WI thanking the council. It was decided to leave this over until the return of Cllr Rump at the next meeting for any comments. Those who helped and contributed have been sent letters of thanks.

3.5 Tyttenhanger Sign

The completion of the brick plinth was just in time for the celebrations on 19th April and the dedication by the Mayor Cllr Alison Steer and blessing by Rev James Spanner. The final names plate needs a suggestion to the appropriate wording and the credits. An explanation plate is attached to one side of the post, it is planned the other going on opposite side to give the information on names, dedication and contribution data. We await the invoice from the building contractor for the excellent plinth brickwork.

3.6 Roestock Park

It is planned to have a session of "Larks in the Parks" on Sunday 1st June as part of the 60th to encourage local families to have a day out of fun. Cllr Brazier, Cllr Day and Cllr Horner Cllr Crump have all pledged help on the day. Kim Parker-Mead is co-ordinating with SCADC Arts on the fine detail attending meetings on set up plans and is one of the co-organisers. It is the intention to have five simple amusement or display ideas plus the circuit entertainment laid on by SCADC Arts. All HSWA is to be done for us by the Arts group; we are expected to provide the site and a base point. More details will be given at the next meeting. The Clerk mentioned he is on annual leave at that time but he was giving all background help to the Assistant Clerk.

3.7 Grazing on Furze Field

The Clerk reported on the open day event 15th April with cattle and information tents in conjunction with CMS and Herts Commons Grazing Group we are involved with. The day was a success, sunny weather and about 150 people turned, mostly families up to see the animals and gather information. The completed questionnaires suggested 24 people were in favour of the project and no objections. This is all a part of the consultation and public involvement essential for the future of the DEFRA project.

3.8 Annual Beating of the Bounds

Members were advised of the annual ceremony on Sunday 13th May starting at 2pm starting at the office from 2pm and finishing up at the St Marks Centre for tea. All are invited to join for a walk around the common boundary and check the CHPC markers.

4. FINANCE

The Clerk gave information on the following financial matters which was supported by the relevant information and data reports to each member;-

4.1 BUDGET & PRECEPT 2007-2008

The Clerk reported having received and banked the precept sum of £135,000.00

4.2 Monthly Expenditure

The Clerk gave members details of the April 16,939.21 & May £7832 expenditure and income figures including vat of £920.61 (the vat sum is recoverable periodically)

Noted on a separate sheet for March 2007 as seen by the members was approved;-

Proposed by; - Cllr J Henchley

Seconded by; - Cllr D Crump

Investments; -

The Clerk advised placing £175,000 on Treasury Reserve re-invested-one month fixed until 1st June 2007 at 4.089% yielding £719.00 in that period.

4.3 Progress of Audit 2006-7

The Clerk was able to give an overview at the APM reported the Auditor is returning again on 20th June to assist with the finalisation of the accounts for final submission to Lubbock Fine after in July/August when we should be up to date with our audits.

4.4 Progress of VAT Recovery

The Clerk advised there is a reclaim to be completed once the petty cash is done.

4.5 Parish 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 and receipts this month making the income & expenses about average this month.

4.6 Charles Morris Hall Grant

The Clerk advised members we are awaiting materials invoices as part of the £8000 grant, as agreed in order the VAT element can be saved by council from payments.

4.7 Other Financial Matters;

There was an invoice dispute with Herts Highways Partnership over the works at the Tyttenhanger Sign installation and use or non use of traffic lights, a sum of £300 is in dispute. The Clerk said he would like to take the matter up at the next HHWP meeting direct, Members accepted and suggested it be left to the Clerk to negotiate a refund

Payroll year end-Annual Salary Review-Staff matters

The Clerk advised office time is busy with HMCR payroll year end for 15 employees Staff COL wage and salary increases are still under national review and (NALC) the authorising body are being challenged over Local Authority percentages that suggest a 1.8% when 5% is being demand We have budget provisioned for 4% but any increases will have to wait and be back dated until national agreement is reached.

The Clerk advised the new salary scale of the Assistant Clerk had been reviewed to 25 points and 25 set at hours per week up from 22 points in line with agreed ratios for the position. The Clerk scale remains static at 34 points @32 hours p/week with no scale increase this time. Both positions carry flexible time working away from the office.

5 PLANNING

5.1 Planning Applications

The following applications were debated in more detail;-

General Comments

Members gave some views on the current applications and refusals, from the prepared agenda notes, giving several detail comments on applications. 5/07/0354-5/070906 Cllr Henchley followed with other comments of past applications and refusals at the invitation of the Chair and gave members his views of the planning issues to date.

5.1 Planning Applications:

As listed below received up to the date of the agenda publication for 10 May 2007.

Number	Address	Application	Decision/Recommendation
5/07/0173	Land to rear of 43 & 45 Firwood Avenue	Detached bungalow	Opposed
5/07/0303	7 Maslen Road	Rear Conservatory	No objections
5/07/0307	4 Princess Diana Drive	Demolition of existing conservatory and erection of single storey rear extension	No objections
5/07/0325	3 Ivory Close	Rear conservatory	No objections
5/07/0530	50 Puddingstone Drive	Single storey rear extension	No objections
5/07/0453	8 Honeycroft Drive	Rear conservatory	No objections
5/07/0190	51 Station Road	Vehicle Crossover	No objections

5/07/0584LB	The Mill House, Coursers Rd	Addition to openings, single storey rear extension and replacement of existing flat roof with pitched roof	Called to committee
5/07/0585	The Mill House, Coursers Rd	Addition to openings, single storey rear extension and replacement of existing flat roof with pitched roof	Called to Committee
5/07/0577	Nicholas Breakspear RC School	Replacement double glazed metal framed windows	No objections
5/07/0354	The Mill House	Demolition of existing garage and erection of double garage	Called to Committee
5/07/0367	13 Grafton Close	Single storey rear extension	No objections
5/07/0278	23 Station Road	Demolition of existing garage and erection of two bedroom dwelling	Opposed – Letter sent
5/07/0150	Roestock Cottage Roestock Lane	Two storey side and rear extension replacement of existing rear roof and pitched roof and alterations to openings	No objections
5/07/0749	63 Firwood Avenue	Roof extension and loft conversion with rear dormer window	Concerns over the Dormer window overlooking neighbouring properties if this is not the case we have no objections
5/07/0646	Monarflex Lyon Way	Change of use from existing warehouse	Opposed- Highways objections. Our only concern is the effect on highways- Lyon Way is a cul de sac and traffic will enter/exit Hatfield Rd.
5/07/0714	3 Maslen Road	Two storey side extension and alterations to openings	No objections
5/07/0524	The Hyde Bungalow Sleapsyde Lane	Replacement bungalow and detached garage	Opposed- Letter sent
5/07/0767TA	Notcutts Garden Centre	Proir Approval- Installation of 15m high slim line monopole and antenna head frame and equipment cabinet	With Cllr Brazier 13/4/07
5/07/0525	16 Sleapcross Gardens	Demolition of grage and erection of two storey side, part single part two storey rear extensions	With Cllr Brazier 13/4/2007
5/07/0773	5 Park Lane	Demolition of grage and conservatory, single storey side extension and construction of first floor to form two storey dwelling	With Cllr Brazier 13/4/2007
5/07/0892	Popefield Farm Hatfield Road	Conversion and extension of former derelict granary and cartshed to two, two bed dwellings	With Cllr Brazier 20/4/2007

5-2 Planning Approvals

As listed since last meeting

Number	Address	Application	SCADC Decision
5/05/0680	BT Trial Site Oaklands Lane	Demolition of existing buildings and structures and residential development of the site for a max of 1,739.90 square metres of development	Planning Refusal
5/06/2278CE	Fairholme Roestock Lane	Continued use of building as a self contained dwelling	Certificate of lawful use or development Refusal
5/06/1574	Nuckies Farm Coursers Rd	Change of use of land to use as a caravan site	Planning Refusal
5/06/2818	14 Cairms Close	Garage conversion	Planning Permission
5/06/2828	6 Russet Drive	Rear Conservatory	Planning Permission
5/06/1403	18 Maslen Road	Relocation of side boundary fence	Planning Permission
5/07/0132	2 Ivory Close	Rear Conservatory	Planning Permission
5/07/0155	8 Stanmore Chase	Conversion of garage to a habitable room and alterations to openings	Planning Permission
5/06/2844	358 Camp Road	Vehicular Crossover	Planning Permission
5/07/0160	8 Ivory Close	Single storey side extension	Planning Permission
5/07/0173	Land to rear pf 43 & 45 Firwood Avenue	Detached chalet bungalow	Planning Refusal
5/07/0190	51 Station Rd	Vehicle Crossover	Planning Refusal
5/07/0270	Land rear of 47 Firwood Ave	Detached chalet bungalow	Planning Refusal
5/07/0303	7 Maslen Road	Rear Conservatory	Planning Permission
5/07/0307	4 Princess Diana Drive	Demolition of existing conservatory and erection of single storey rear extension	Planning Permission
5/07/167	40 Puddingstone Drive	Two storey side extension	Planning Permission
5/07/0325	3 Ivory Close	Rear conservatory	Planning Permission
5/07/0027	18 Princess Diana Drive	Rear conservatory and alterations to openings	Planning Permission
5/07/0058cp	73 Tollgate Road	First floor window to side elevation and rear rooflight	Certificate of Lawfulness
5/07/0453	8 Honeycroft Drive	Rear conservatory	Planning Permission

See Attached Sheet for Planning Approvals- Appendix

Note items with Listed Building Status are noted with suffix LB after the plan no- e.g. 5/07/000LB

5.3 Planning Refusals

Change of use of land to use as a caravan site (retrospective-resubmission following withdrawal of 5/04/2411 Refs 5/06/1574 DC4 Nuckies Farm Coursers Road Colney Heath St Albans. This was refused at District level the details of which are contained letter received 07/03/07-copied to all members. Cllr Brazier and Colney Heath Parish Council fully support the District Council decision the area is also in the flood plain.

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

There is an appeal lodged by BT PLc & Telereal Services Ltd for Development of Trial Site-Application number 5/06/1655.

Oaklands Development -Details circulated to members

Planning Appeals-Inquiries-Enforcement notices received;-

Application 5/06/1578 & 5/06/1665 Radio Nurseries St Albans-13 new homes.

The District Council has refused on GB issues.

Application 5/06/1578-Radio Nurseries Demolition & Redevelopment

The District Council has refused on GB issues.

5-4 Strategic or other Planning referred to ODPM/Secretary of State-SEERA

Helioslough-Rail Freight Terminal- No further reports.

London Luton Airport-Master Plan expected any time now

Scott Wilson Report-Sites for Travellers & SEERA New consultation for 2009

The report has been published and there is a copy in the office for public examination There is a further report from SEERA received to-day from HATPC concerning a full and public consultation. The Clerk will copy all members of this important document. It is large and lengthy but important to this area. All views must be received by there by 5pm 31st July to *East of England Regional Assembly Bury St Edmunds IP28 6EG.*

Legal Matters-Land Registry

Matters of land infringement on to verge and Highway at Franklin Close reported to SCADC by letter from Clerk and to resident in Roestock Lane.

Affordable Housing

Approval has been given to build three terraced houses on land at Sleafshyde Lane Smallford previously application 05/04/1222 dated 04/06/2004. These were agreed for rental by local persons only as first priority at an earlier Parish Council Meeting.

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

The Clerk is expecting responses from Mr Ian Holland Leisure Services SCADC

5-5 Residents Associations

Still issues of adoption and works to alleviate ongoing problems of raised drains to road adoption according to Ms Chris Gowan Chair Highfield Residents Association. A plea for speed monitoring at Hillend Lane, where speed limits are being completely ignored and the increased traffic is turning this into a very busy road indeed.

5.6 Planning Monitoring

No specific reports & other than matters noted here,

Air Quality; - No reports

Minerals & Waste;-Members to note Lafarge & Herts CC letter 21/02/07 circulated Licences; - Clerk recommends members read Cllr Swendell- Feb/Mar facts-letters and responses from Ms Tessa Jowell Minister for Culture Media & Sport.-Circulated here.

LDF; - No reports. But!! As follows please note>

Regional Housing Strategy;-SEERA Draft for Consultation February 2007-Board Plans for 2008-9. Clerk has ordered copies for each member these will be distributed

SCADC-PATHFINDER REPORT

No further reports received so far

6 COMMONS OPEN SPACES & PUBLIC RIGHTS OF WAY

The written reports were considered of;-

6-1 Parish Warden Report

Members were circulated with a copy of the reports. Mainly general tasks removal of litter and FC pitch marking and regular tasks of the job.

6-2 Parish Commons Ranger Report

Report circulated at the meeting various new spring activities noted on the common.

6-3 Parish Gardner and Tennis Courts Attendant Reports

Report circulated- low use of courts and flower beds flourishing is the main comment.

6-4 Church & Graveyard Keepers work/time sheet

No specific report, satisfactory work and clearance continuing.

6-5 CHPC Grass Cutting Contract

The contract has had a 3% cost uplift as agreed in 4 year contract applicable this year for increased operation and fuel costs.

6-6 Commons Stewardship

The Clerk has attended a meeting of the new Joint Commons Grazing, other parish's keen to have cattle on commons also St Stephens and Chorleywood PC have declared their intentions to graze cattle in the future. The purpose of this group via CMS is to network and assist one and other. Next week the Clerk is going off with the group to High Beeches in Epping to view a project of grazing Highland Cattle, instigated by the City of London. This is a major conservation project and significant to research.

6.7 Recreation Areas

The priority this parish year is to replace Sleafshyde Recreation area. Equipment had to be removed being unsafe and rotting The Clerk said that both he and Cllr Corley (Resigned) have been in discussions with SCADC Department of Leisure to get part funding on this urgent need. Our annual ROSPA Inspections are due to be done this month, results awaited with interest considering the refurbish amount spent last year.

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

Footpath 21 issues reported already. Installation of DDA gate at Community Park Clerk to get John Ely and Highfield Hall staff to install, they have already done works on F/p 16-18 the Alban Way with similar gates.

Gloucester Park

The Clerk informed he has not had an opportunity to view Gloucester Park problems.

7 HIGHWAYS-TRANSPORT-FOOTPATHS AND VERGES

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

No meetings to report from HHWP since last April, next meeting to schedule soon Various issues reported but unclear if there has been any completion of the jobs. The closure of Coursers Road on 4th June for up to 15 days will give the area other traffic problems. This is essential re-surfacing work. Cllr Henchley is keen to see the works of ditch clearance on Peggy's Path-Station Road-Smallford Lane completed-this is long outstanding works. He remarked we have had so many promises! An issue for the next HHWP meeting-again! Repairs to pot holes in the High Street, some done but overall the repairs are only just satisfactory and not all have been executed.

Response Crew

Details given last time-we have not called the crew out yet.

Traffic Management

Chevron signs at Coursers Rd/Common & Bridge end remain un-repaired-demolished by accident in February 2007.

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

No reports this time.

7-3 Verge ditch and litter or weed maintenance

Reported earlier

7.4 Transport and Friday Shopping Bus

See item 7.6

7.5 Long -About A414

Deferred

7.6 Transport including Village Council funded Friday shopping bus

Cllr Horner has taken on role of Chair to this working party. Clerk has asked to be passed by as a regular driver in order to deal with parish work. Willing to remain as stand by reserve in case of problems or sickness- offered to resume later in year if no further volunteers found. Cllr Horner is actively trying to seek another bus where seats are left in permanently.

8 PUBLIC QUESTIONS

Mr Becker asked about a litter picker in the village-he was told that Mrs Brazier and Cllr Brazier do sometimes undertake a voluntary litter pick. Cllr Crump also arranges an annual pick with volunteers and this is probably about due. In Colney Heath we do not get services from District Council on this such as district contractor O'Connor.

9 COUNCIL BUILDINGS-ORGANISATIONS & TRUSTEE MATTERS

9-1 High Street Recreation Area Pavilion and CHFC

The Clerk said that he had received estimates from the club via Cllr Brazier for the complete renewal of the shower area. Costs were in the region of £5000.00. It was suggested by the Clerk that this was not budgeted for in view of the short lease extension until April 2008. Members may wish to defer to the next full council with complete attendance and debate this in June. The Clerk was instructed to write to the club expressing disappointment at the material changes that had taken place without the landlord's permission. This action is at risk of invoking the short extended lease its terms, however temporary. The members are asking for an explanation, and the issue should have a formal arrangement. The Clerk was concerned at the use of a drop arm barrier gate (not type specified) that are considered dangerous. He said it will have to be removed as this is a public place, as Clerk he is ultimately liable in law. Cllr Crump intimated the Clerk or the Council should not be put in this position and the club must be put on notice to remove the structure. He also wanted the small shed moved back towards the main pavilion building, as agreement for it was not granted.

At this point the Chair guillotined all remaining business and deferred to 7th June in order to complete the essential business of the ASM following immediately afterwards

9-2 Treasure Tots Pre School.

9-3 Village Hall Committee

9.4 Charles Morris Hall

9.5 Highfield Community Park & Trustees

9-6 Other local Organisations-Guides Scouts-Harvesters

9.7 Youth Organisations Locally & Youth Council

10 COMMUNITY REPORTS-Members reports Outside Bodies and reports from Committees and other Organisations

10.1 Fly Tipping Reports

Copies of latest list given to members

10.02 Vital Villages

10.3 Vital Villages Plan

10.4 Twinning

10.5 Reports from Members attending other meetings

10.6 Fairs-Festivals and local community matters

10.7 Reports as listed –HM Govt; Local Govt Issues; National; HCC Etc;

10.8 St Albans Association of Town & Parish Councils.

11 Members Questions

11.1 Any issues

11.2 News Releases

11.3 Matters received since publishing the agenda

11.4 Proposals for Next Meeting

12 OPERATIONAL MATTERS

12.1 Staff and Office Matters

12.2 Clerk Report on future matters needing attention

No report

12.3 Notice Boards and Signs

12.4 Commons Licences & Wayleaves

12.5 Publicity & Chronicle

Previously dealt with

12-6 Flooding and Encams

12.7 Capital Purchases

New strimmer purchased for Mr Paxton –old one becoming un reliable/repairable
Paid discounted price of £369 including vat

12.8 Meetings venue and planning next parish year

All council business from item 9.2 to 12.8 is deferred to the June Meeting

The meeting closed at 9.49 pm

John Dean

Clerk to the Council

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Note

THE NEXT MEETING OF THE PARISH COUNCIL IS AT 7.30 PM 7TH JUNE 2007