

Colney Heath Parish Council



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5TH JUNE 2008

MINUTES OF THE COLNEY HEATH- FULL PARISH COUNCIL MEETING HELD at the VILLAGE HALL on THURSDAY-5TH JUNE 2008-7.30.pm

Present; - Cllr Brazier Chair-Cllr Day Vice Chair-Cllr Horner -Cllr Cloke
Cllr Henchley -Cllr Rump Cllr Crump (& 1 Vacancy Hill End Ward)

Clerk; Mr J E Dean

Public Attendance- Mr D Becker 95 High Street- Colney Heath
Mrs G Moody Roestock Lane

1. APOLOGIES -ANNOUNCEMENTS & DECLARATIONS

Apologies were sent via the Clerk on the day from Cllr Brazier who might be late to join later. Vice Chair Cllr Day chaired this time in the absence of Cllr Brazier who was at another District meeting. No declarations on the matters contained in agenda.

2. MINUTES

Minutes of the Full Council-8th May 2008 & Annual Parish Meeting 8th May 2008

Proposed by Cllr G Rump

Seconded by Cllr J Henchley

The sets of both minutes were signed by the Vice Chair Cllr Day as being correct.


2.1 MATTERS ARISING FROM THE MINUTES

The Clerk noted the typo error to be changed on the absence of Cllr Crump replacing with Cllr Brazier on proposal. Having read through the other pages no further typo's corrections or alterations were put forward by those members present. The Chair signed both sets of minutes as correct.

Cllr Horner wished to raise the issue for how long the wreaths are kept after on the War Memorial in the Church with due account taken for respect and remembrance. After some debate, it was agreed four to six weeks was a fair and reasonable period to have on display where they retain a reasonable condition during that period.

Cllr Day was advised by the Clerk the October meeting will be held at the Trestle Theatre on 2nd October starting as usual 7.30pm. Cllr Brazier wished to give the Highfield Residents Association every opportunity to attend and contribute.

Cllr Henchley requested clarification about the ward CHPC have a vacancy, the Clerk accepted the correct designation was Hill End Ward-with one seat out of the four.


2/7/08

3 MATTERS THE CHAIRMAN MAY BRING BEFORE THE COUNCIL

3.1 The Stopping up of Barley Mow Lane

Cllr Reeves has sent a letter to Mr V Gilbert HHWP about this issue. At the invitation of the Chair, Cllr Brazier he explained he had suggested permanently diverting the Gypsy entrance in BML to Colney Heath Lane might go a long way to solving the problem for good. Also putting the entrance/exit on a main road is preferred by the police- the idea could be put at the next police meeting in August. Also to the next scheduled Highways meeting- HHWP. (Since meeting-arranged for 30th June)

3.2 A Parish Conference for St Albans District.

This was a proposal following an invitation to Cllr Brazier and Clerk attended on the 28th May at the council chambers. About twenty parishes were represented to hear and debate topics for discussion. Cllr Brazier gave an overview of the programme that the key district council officers and CEO will cover- it will be chaired by the Mayor. The Clerk said the date is fixed for Friday 17th October and will run from 10-3pm at a venue to be advised, all Parish Councillors in the district will be invited.

3.3 Consultation on NATS-(Air Traffic Control Changes)

Cllr Crump mentioned about the options that most aircraft might use in take-off and flying over CH in both approach and landing. We were on both flight paths with the new proposals. The Clerk confirmed having sent a response from the parish.

3.4 Chronicle Magazine and Web Site upgrade for CHPC

The Clerk explained the Chronicle will be published this week; the Editor had been away on compulsory Jury Service over nearly four weeks. The case had caused him a great deal of lost time in his business whilst on the court service. The Clerk said his first task was to see how we can progressively build the new web site information.

3.5 Colney Heath Parish Council beyond the 60th Year Events

With the Larks in The Parks arrangements well underway and Assistant Clerk Kim Parker-Mead & Cllr Brazier attending the SCADC Arts Festival meetings. The second Arrangement is taking place at Trestle Theatre on the same day, one of the six other venues around and one of two within the parish. More details on the 2009 Pantomime to come at a future meeting, the event is booked and ticket slips to be in September issue of Chronicle. More spaces this time the event being staged at CH JMI.

3.7 Smallford Station Preservation Orders

In general debate the importance of preservation was confirmed. Other issues were to support the watching brief on the building and what it could be used for.

3.8 Matters of Anti-Social Behaviour

The list was handed to members noting the reported incidents. Cllr Reeves questioned about the fence details at CMH, the Clerk may not have received correct information.

3.9 Police Days in Colney Heath and Tyttenhanger

Very little was known after the completion of this operation aimed at rogue traders and other stop and search principles by police. Cllr Day said like others he received a house call during the day and he had passed various snippets of information to police. The Clerk said we wait to hear the reports at the next Police meeting on 13th.August.

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 Financial Report

Clerk gave full details went through figures with members and answered questions drawing member's attention to the Tyttenhanger Liaison Group winding up in 4.6.

4.2 MONTHLY EXPENDITURE & ACCOUNTS

The Clerk passed information to all members for the June 2008 parish expenditure at £11184.34-.Inc VAT element £202.18 after which any questions on finance were answered by the Clerk; the regular payments were approved by the meeting.

Proposed by Cllr J Henschley

Seconded by Cllr D Horner

4.3 Audit Preparation 2007-8

The Clerk advised members the Internal Auditor RBS Auditing Solutions is here all day on 10th June to finalise the year. After which the Clerk will get papers ready for members to accept at the July 3rd meeting. The Audit is due by 31st July to BDO Stoy Hayward Ltd, a new firm this time. The Clerk advised that he will be working from home on finals preparation some days before and after as is necessary. This will not disrupt the office opening and he will be fully available during those times.

4.4 Progress of VAT

Clerk is progressing this as there is a considerable return to claim including p/cash.

4.5 Budgeted Grant Aid (*Section 19 LGA Act-1976-Misc Provisions*)

Members have approved the expenditure and including the grant to CHFC for £2000 towards pitch maintenance. All should be paid by June/July cheque runs as cash flow permits. Members also agreed to an exceptional one off payment of £500 to Cherry Green Trees towards a new timber/brick site sleepover facility with £500 again in next years grant aid budget. Clerk sending explanation letter to secretary.

4.6 Other Financial Matters

Some other matters were brought to the attention of members by the Clerk-Treasury Reserve investment details of £150,000 placed until 30th June at 4.38%.

The "Winding Up" of the Tyttenhanger Improvements Committee-now defunct, the Clerk passed a letter to Cllr Reeves showing the facts of the process in order to assist him with trying to obtain the monies from the trustees. Cllr Reeves had to explain the current situation with a former committee member trying to sort out at distance.

Village Day Finances-12th July

Sue Green who is running this will be using a dormant bank account to pay monies in from sponsors and pay out via Assistant Clerk keeping a check on balances. Apart from the agreed donation there should be no further cost to CHPC other than normal under-writing the event until the monies are finally sorted out.

Larks in Parks Finances 29th June

There will be expenditure on several acts or displays and bits council are aware of the cost details, the Clerk is to purchase 3 gazebos, and there will be a van hire for 1day.

5 PLANNING

Planning Applications

The following applications received since last meeting 5th June 2008 were debated in detail at the meeting;-

General Comments

There was a general mention about S 106 monies that might come in from the three main current applications, Oaklands College, Smallford Campus, and Highfield Home Farm, Belmont School plans. However the risk is district council might lay claim first. A suggestion that John Ely might have feelings on the issue as he had already made representations to gain funding for future projects at Highfield
Cllr Henchley apologised in not being able to give his usual overview as he had lost the planning file containing his notes sometime after the previous council meeting.

. Planning Lists Received

Printed list circulated to all members;-

As sent	From SCADC	
	Weekly lists	

Major Development

Application 5/07/02230 Former Oaklands College Site & Highfield Lane Campus Members have past debated the issues the application will be heard in council on the 18th June coming before development control committee. The Clerk has circulated letters objections and e-mails from Resident Associations and individual parishioners over this development;-in particular the new roundabout.

See Bold Type.

5-1 Planning Applications:

As listed below is the plans that have been received to the date of agenda publication and meeting *-bold= topical;-*

Number	Address	Application	Decision/Recommendation
5/08/0620	Oaklands College Smallford Campus	Erection of new college building for Oaklands and assc educational buildings to provide total of 31930 sqm of educational floor space and erection of 62 flats and houses. Demolition of existing use of former mansion house as 26 units of non self contained accom. Use of former stable block as children's nursery and retention of cottage within walled garden and	With Cllr Brazier

		assc lodges. Provision of sports pitches, 820 car parking spaces, highway works including a new access from Hatfield Rd with new roundabout, landscaping and other ancillary development	
5/08/0801	Former Oaklands College site Highfield Lane	Demolition of existing buildings and erection of thirty eight houses including thirteen affordable units, seventy parking spaces, open space and landscaping	With Cllr Brazier 24/4/2008
5/08/0799	39 Russet Drive	Two storey side and rear extensions and single storey rear extension	As long as our reasons for our previous objections have been addresses. We will leave it to the Planning Officer to determine.
5/08/0754	1 Park Corner	Demolition of existing garage and erection of two storey side and rear extension	They are 2 sets of semi detached houses they were built in 1727 for the water board workers. They are of a classic 20's design and are situated alongside the Common a designated 551 site. This design does not take into account the street scene of this area; it is out of character and over balance the appearance of the other semi. We are also concerned about the trees and the affect on the openness of the Green Belt. We urge the refusal of this application on bulk overdevelopment, effect on the Green belt, effect on street scene and in balance.
5/08/1030	52 Wynches Farm drive	Removal of condition 3 (The development shall not be occupied until an additional parking space has been constructed, surfaced and permanently marked out within the site) of planning permission 5/08/0107 dated 7/3/2008	No objections
5/08/0852	104 Roestock Lane	First floor side and rear single storey rear extension	No objections
5/08/0977	Forest Town Church, Lyon Way	Alterations to openings	No objections
5/08/0381	Glyn Hopkin Lyon Way	Extension to existing car park	No objections
5/08/1051	Glinwell Nurseries	Demolition of existing buildings and erection of one single storey building	Letter sent after consultation with Cllr Brazier.
5/08/1002	47 Firwood Avenue	Single storey front and rear extensions	No objections
5/08/1124	40 Princess Diana Drive	Conversion of garage to habitable room	No objections

5/08/0878	12 Sovereign Park	Conservatory	No objections
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Note items with Listed Building Status are noted with suffix LB after the plan no- e.g 5/07/000LB
SCADC General Applications List (District) Circulated to all members.

5-2 Planning Approvals

As listed since last meeting

Number	Address	Application	SCADC Decision
5/08/0715	56 Wynches Farm drive	Single storey rear extension	Planning Permission
5/08/0322	48 Princess Diana Drive	Loft conversion with two rear dormer windows	Planning Permission
5/08/0498	Redhall Roestock Lane	New front entrance gate and railings	Planning Permission
5/08/0544	43 Tyttenhanger Green	Demolition of rear extension and erection of part two and single rear extension	Planning Permission
5/08/0430CP	5 Station Road	Certificate of Lawfulness	Planning Permission
5/08/0659	29 Tyttenhanger Green	Single storey rear extension	Planning Permission
5/08/0660	31 Tyttenhanger Green	Pitched roof to existing rear extension	Planning Permission
5/08/0294	1 Church Croft	Rear and side conservatory	Planning Permission
5/08/0723	1Highfield La	Rear Conservatory	Planning Permission

See Attached Sheet for Planning Approvals- Appendix

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

5.3 Refusals and Appeals

5/08/0526a	Glyn Hopkin Lyon way	Display of four non illuminated post mounted signs, one illuminated pylon sign and eight illuminated fascia signs	Express consent Refusal
5/08/0661	101 Tollgate Road	Two storey side and rear and single storey front extensions	Planning Refusal
5/08/0455	72 Firwood Avenue	Single storey rear extension, roof alterations from hipped to gable end with small hip and loft conversion with rear dormer window	Planning Refusal
5/08/0685	5 Ivory Close	Two storey side extension	Planning Refusal

5.3 Appeals

Appeal-5/07/0646 Forest Town Church-Refusal to change use with unsustainable development and loss of employment in a development area-Dist Local Plan Review.

Appeal-5/07/1305 at 30 Sleapcross Gardens extension of dwelling in GB, also issues of comparison to other allowed development in same area.

Public Inquiries

Ref-Colney Heath Farm -Public Inquiry is set for 17th June 2008.

Appeal Ref:5/07/1406 67 Colney Heath Lane-Fence & Boundary issues

Appeal Ref: APP/B1930/A/07/2035098-Nuckies Farm Coursers Road Colney Heath Decision challenge by CHPC See Part II CHPC to fight this application.-Cllr Brazier

Appeal-Ref 5/07/1366 -87 Tollgate Road Two Bed Bungalow and parking-GB issue

Appeal-Ref 5/07/2858-6 Church Croft Rear and side extensions-GB Issue

5-4 Strategic or Planning issues or referred to ODPM/Secretary of State-SEERA Helioslough-Rail Freight Terminal- Cllr Brazier may wish to update members - Details of submission sent to members-public inquiry date October 2008. New data relieved by the office.

OTHER TOPICAL ITEMS FOR INFORMATION

5.5 Go East-SEERA Consultation Regional Assembly-Gypsy Site Allocations
Published 25/01/08-See responses dated 27th Clerk asked if any members wish to apply for a seat at Spirella Ballroom 25th July if we are able to get one.

Response Gypsy Sites in Hertfordshire & East of England

Recent issues and SEERA response required by 16th May-Cllr Brazier had sent draft to Clerk and a letter was sent. Members circulated and with Dist Cllr Swendell report.

Planning Portal

Noted

Strategic Housing Land Availability Assessment for SCADC

Details noted.

Hertfordshire Plan

Noted

Stop Harlow North

Details past circulated to all members including current details received.

Review of RDS

Comments by 20th June- noted by members-no response

Post Office Closures

Details to be available on possible closures by 17th June-there is risk to Smallford and Colney Heath local sub offices in closure programme, followed by 8 wk consultation.

5-6 Planning Monitoring

Matters the Clerk may wish to inform or members have reports to bring if applicable

Air Quality-(Contained in HHC report)

Landfill & Quarry

Minerals & Waste

Licences

Local Delivery Framework Policy

Air Quality

Cllr Crump has requested the Clerk write to the HCC agents about the monitoring results that should be carried out periodically at the Smallford Pits. (Methane)

Cllr Crump had written to HCC purely as a resident to ask about the figures of air quality monitoring exercise but to date received no response.

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 with usual general tasks removal of litter and FC pitch marking and other village tasks.

6-2 Parish Commons Ranger Report

Report circulated to all members noting the seasonal; changes and wildlife matters. Also other issues noted in the report and circulated to all members. Reported matters of new signs and boundary re Mr Day's land bordering f/paths. Clerk has spoken to Mr Day about his warning signs that might mislead, however it is on his own land. Again motorcycles reported riding indiscriminately the common

6-3 Parish Gardner and Tennis Courts Attendant Reports

Report circulated to members at the meeting and comments noted- summer plantings for bedding geraniums and watering, fertilising and weeding carried out.

6-4 Church & Graveyard Keepers work/time sheet

Nothing that is exceptional to report this time the work is satisfactory and looks good.

6-5 CHPC Grass Cutting Contract

No reports but all areas continue to be mowed.

6-6 Commons-Grazing & Stewardship

General appearance is looking quite healthy and regeneration after coppicing.

6.7 Recreation Areas

Gloucester Park

We continue to cut the grass with Mr Paxton contract. ROSPA report due any time.

Roestock Park/Sleapshyde Park

No reports-ROSPA inspection due.

Charles Morris

No reports swing tiles on order contractor will fit with Sleapshyde works possibly w/c 23 June when on site for other reasons. New tiles noted.

Sleapshyde Recreation Area

New installation details shown to members-we need public consultation with local residents. Plans for sighting shelter might be sensitive. Goal posts to be turned round. Cllr Crump remarked about the Sleapshyde Pond and cleaning it out, the Clerk asked when it was last done. It might be more difficult to do voluntarily or informally now.

6-8 Footpaths P3 and Rights of Way-Bridleways-BOAT-RUPP F/path 44 and 23

Clerk is monitoring surface.

Verges

Cllr Henchley remarked about the overgrown public paths, verges and grassed areas in around Colney Heath Lane having to remind the council that fact the current SCADC contractor O'Connor's were quick to respond to his complaints recently.

7 HIGHWAYS-TRANSPORT-FOOTPATHS AND VERGES

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

Again no meetings have taken place with HHWP since November 2007 with changes of staff. Cllr Henschley wishes to resurrect the meetings at earliest opportunity. He commented on the state of BML in terms of litter and untidiness. Cllr Reeves said about water ingress onto road opposite the farm wondering if levels had changed.

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

Debated but no reports-but mentioned in 6.8

7.3 Tollgate Road-Cameras

Safety cameras or VA cameras wanted at Tollgate Lane-still with HHWP for action. Members considered looking at costs and agreed to seek the best solution. Clerk to send a letter to HHWP about funding and installation.

7-4 Transport and Friday Shopping Bus

Cllr Horner reported about the bus warning price of deisel might increase costs. New driver noted. Payment from parish funds to driver over accident damage to car £52.00

7-5 Long –About A414

There are no further matters to report –likely no decision until 2010

7.6 M25 Widening starting summer 2008

No further reports other than local papers advising road works will have a wide effect.

7.7 Highway Warning Signs & Mandatory Signs

Noted and suggest keeping as a reminder

7.8 Verge Parking District Council Highways Panel

Still a topical issue including a recent letter from resident complaining of an incident.

8 PUBLIC QUESTIONS-8.30

No public questions this time

9 COUNCIL BUILDINGS-ORGANISATIONS & TRUSTEE MATTERS

9-1 High Street Recreation Area Pavilion and CHFC

With Cllr Rump now in attendance members had postponed the grant of £2000 for CHFC pending his comments about the future. Cllr Rump said that he found the club meetings very useful and we had been made most welcome. It was clear that every effort was beggining made to turn the corner. We should pay the grant for pitch work. He went on to add that both he and the Clerk had spelled out the CHPC position over rents, pitch fees and insurance. We need to wait until the valuation report comes in before making a decision. The Clerk has deferred member's response to the recent letter (circulated) offering £350.00 pcm. Dist Valuer was to inspect on 2nd June.

Resolution to pay Grant

Proposed Cllr Horner

Seconded Cllr Rump

Cllr Crump abstained from voting.

Cllr Brazier joined the meeting at 9.10 and V/Cllr Day continued as Chair
The Chair Cllr Day gave a quick briefing up-date on the issues debated so far.

9-2 Treasure Tots Pre-School.

Councillor Crump reported on several items keeping members informed, school was running well but expect less in-take after September. One of the bank staff leaving in June to take a long USA holiday, job not to be kept open but may ask to return later.

9-3 Village Hall Committee

No reports but Cllr Brazier asked date of next meeting which is 2nd July. The Clerk said the management are seemingly overlooking potential grants for insulation and heat saving opportunities-a council owned building this should be seriously looked at.

9-4 Charles Morris Hall

The Clerk had earlier reported the fence matter and gypsy horses have been resolved. Cllr Reeves questioned this, as a result the Clerk is to check and call in the contractor for a post/wire fence quote on the vulnerable parts of the boundary.

9-5 Highfield Community Park & Trustees

No reports other than to add the manager's job to replace John Ely was re advertised with a good response of potential new candidates. The Clerk had suggested earlier considering recruitment of an IOG member might bring fresh experienced candidates.

9-6 Other local Organisations-Guides Scouts-Harvesters

The exceptional grant for a new building at Cherry Green Trees-previously debated council to grant. Invitation to all-Annual Review 1st July pm Roestock Scout Hut.

9-7 Youth Organisations Locally & Youth Council

No reports-Cllr Brazier said the YMCA had taken this over now at Highfield

9.8 Vital Villages

The Chair explained the suspension or moth-balling for the time being; however the work in the concept of the village plan continues. The Clerk has ordered more copies of the Parish Plan to cover any future projects that require details of completion.

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

10-1 Fly Tipping Reports & Raised Humps-adjacent to Mr Sturbridge's Land

A copy was passed to all Councillors, the item on Mr Stuirridge land is kept on at the request of Cllr Rump concerning a tipping prevention idea from earlier meeting. An e-mail from Cllr Day was noted regarding Highfield.

10-2 Police and Community Matters-Police Ward Meeting & ASB List

Next meeting 13th August 7.30 pm C/Heath VH

10-3 Twinning

The destination was to France this time and the trip apparently had a record number travel to Boissy buy coach (38). It was said to be successful and rewarding for all

10-4 Reports from Members attending other meetings

No reports this time

Lafarge Liaison Meeting

No date fixed so far this year-Cllr Brazier suggested we check the dates.

10.5 Fairs Festivals and local community events

Details were given as:-

Larks in the Parks

Sunday 29th June-Roestock Park

Village Day

Saturday 12th July-High Street Recreation Ground

SCADC Arts Festival

Notification of SCADC annual event to 3rd July

Children's Pantomime

Booked for 2nd January 2009-details nearer the time in Chronicle.

10-6 Reports as Listed-HM Govt: Local and National Issues ect: & HCC

We have made our responses (past noted) to the Gypsy issues -SEERA consultation with a deadline of 16th May-circulated to all members.

10.7 St Albans Association of Town & Parish Councils

A plea for more members to attend the four meetings per year, Cllr Horner is to try and on behalf of CHPC. All Meetings start at 7.30-Tuesday in Redbourne-8th July-Wheathampsted-7th October. Harpenden to be announced.

10-8 Minutes received from other Associations

Members noted the list of committee and other papers.

11-11-1 Members Questions

11-2 News Releases

SCADC are still continuing to seek a village tree warden, advert placed in Chronicle.

11-3 Dudley Wood Memorial woodlands

The Clerk has written to the Clerk at London Colney about transfer of title.

11.4 Dog Waste Bins

Assistant Clerk to put an extra dog waste bin at Roestock Lane-quotes being obtained, the Common bin near office is frequently being overfilled with imported waste.

11.5 Deleted

12 OPERATIONAL MATTERS

Bus shelter needs OPP.

12-1 Staff and Office Matters

Staff annual leave-Clerk 4-21 July-Assistant Clerk 4-22 August- little or no disruption to office hours or staff availability should occur. But some odd days in August the Clerk may have to be away on council business/meetings or change hours/times but contact always via mobile at all times.

**12-2 Clerk Report on important matters needing attention
Adoption of Freedom of Information Policy-May 2008.**

Members have been circulated with a copy of the above formal document requiring adoption proposal and approval by Council now with publication to inform parish;-

Proposed;-Cllr Henschley

Seconded;-Cllr Rump

12-3 Notice Boards and Signs & Bus Shelters

Plans required to be sent to SCADC for a new shelter in Hall Gardens/Grange area. Permission will be required from landowner-HHWP. Also 2 notice boards to be refurbished this year. CMH are paying for a new one on their site-double sided. A plea for a window at Oaklands bus shelter, Clerk will ask Mr Stayton to install Perspex window.

12-4 Commons Licences & Wayleaves

The Clerk said he had found past fact the revenue from residents on the High Street only generated £30.00 per annum the rate being just £5 per dwelling 2002/3.

Members requested a statement be sent to residents about the charges.

12.6 Publicity & Chronicle

Clerk advised members the next issue summer 2008 due out first second week June and to contain Larks in the Park insert.

12-6 Flooding and Encams

A further meeting is to be arranged later in the year.

12-7 Capital Purchases

No purchases.

12.8 Tyttenhanger Sign

Dedication plate still required Clerk and Chair Cllr Reeves to get together on this

Late items

Hertfordshire Charette

Proposals from SEERA-Hertfordshire Charette on planning policy-all Councillors invited 24 June-1st July noted

This meeting closed at 9.57 pm

John Dean

Clerk to the Council

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Next meeting FULL COUNCIL Thursday 3RD JULY 2008-Last prior to August recess