

**PLEASE BRING TO MEETING  
ON 8 DECEMBER 1999.**

**COLNEY HEATH PARISH COUNCIL**

MINUTES of the meeting of Colney Heath Parish Council held at the Pavilion, High Street Recreation Ground, Colney Heath on Wednesday 10 November 1999 at 7.30 p.m.

**PRESENT**

Cllr. C. Brazier  
" D. Crump  
" F. S. Ellis  
" Miss A. Thomas

**IN ATTENDANCE**

D. Becker - 95 High Street  
W. Huckle - 9 Smallford Lane  
Mrs. G. Moody - Greenleas, Roestock Lane

Mrs. C. Pluck - Clerk to the Council

**APOLOGIES**

Cllr. Mrs. S. Defoe (CDC meeting)  
" Mrs. J. Jeffrey (holiday)

**1. MINUTES**

The Minutes of the meeting held on 13 October 1999 were taken as read, confirmed and signed.

**2. MATTERS ARISING**

Page 2 - Millennium Mugs

Received a letter from Colney Heath JMI PTA regarding the Council's decision to distribute mugs to primary aged children aged 5-11 on 1/9/99. They felt this would cause problems at the school as some children in the reception class were rising fives and would therefore not be eligible. The PTA also queried the decision not to distribute the mugs to nursery children. RESOLVED to reply that the Council had felt it necessary, for financial reasons, to have a cut off point for mug distribution to children due to the large number of children attending nursery or pre-school in other establishments within the parish. Mugs would be available for purchase at the price of £1.50 each.

Received a letter from a parishioner, requesting a Millennium Mug for her 11 year old son who was attending secondary school.

RESOLVED to reply to the parishioner, pointing out that the distribution of mugs was for primary school children aged 5 - 11 and as her son had left primary school he was not eligible.

Councillors discussed the presentation of mugs to children at Colney Heath School on 14/12/99. It was suggested that Alan Littlechild be invited to attend to receive a presentation of four Millennium mugs in recognition of his design being printed on the mugs.

## **2. MATTERS ARISING (CONT.)**

RESOLVED that the Clerk purchase a gift box and arrange for Alan Littlechild to be presented with the mugs at the school on 14/12/99.

### Page 2 - Common Ranger's Report

The Clerk reported that Highfield Trust and CMS had bought their trailers from GT Towing in Potters Bar. Highfield Trust had spent approximately £1,600 on a high sided, braked trailer. RESOLVED to inform the Common Ranger that the Council were still looking into the purchase of a trailer and would discuss the matter further at their budget meeting.

### Page 3 - Best Kept Village Competition

Received a letter from the CPRE, informing the Council that their comments on this year's judging had been forwarded to the Chairman of the Central West judges. There was also information on the introduction of the new county Village of the Year competition, which would replace the BKVC in 2000 and place more emphasis on community life and activities.

### Page 6 - Recreational Areas

Received a further letter from HCC regarding the leasing of part of Smallford Playing Field to the Parish Council for the creation of a children's play area. RESOLVED to forward details of the site to Kompan Ltd. for suggestions and estimates for suitable play equipment.

### Page 6 - High Street Recreation Ground

The Clerk reported that she had written to the Council's Solicitor regarding various matters concerning the pavilion and football pitches but as yet had received no reply.

### Page 7 - Highways

The Clerk reported that she had spoken to Phil Collins (CDC) about the report of potholes along the High Street.

### Page 7 - Village Hall

The Clerk reported that she had written to the Council's Solicitor regarding parking on the Common and the suggestion of a sign informing residents of the status of the land but as yet had received no reply.

## **3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman reported that the two vacancies on the Council had been advertised offering parishioners the opportunity to request a bye-election. If no request was received by 14 November the Council would fill the vacancies by co-option.

## **4. SPECIAL BUSINESS**

### a) Peter's Green to South Mimms Gas Pipeline

The Chairman reported that a meeting would be held at his house on 22/11/99 to discuss the management of the Common including the restoration of the pipeline route. A new three year grass-cutting contract would be put out to tender in January.

### b) 1999 Senior Citizens' Christmas Parcel Distribution

Cllrs. considered this year's arrangements for the distribution of tins of biscuits to all Senior Citizens in the parish.

#### 4. SPECIAL BUSINESS (CONT.)

The Clerk reported that a 1kg tin of biscuits in the Savacentre was currently priced at £3.29. RESOLVED to order 280 tins of biscuits from the Savacentre for collection and distribution on 6/12/99 by Mr. Stayton and Mr. Pluck.

#### 5. FINANCE

##### a) Parish Council Accounts

Received copies of all emergency accounts and current accounts, having previously been circulated to all Cllrs.

RESOLVED that the Chairman's action in authorising the signing, out of meeting, of all emergency cheques be confirmed and that cheques be drawn to cover all current accounts.

##### b) Charity of Charles Morris for Allotments Accounts

Caroline Pluck, as Honorary Clerk to the Trustees, presented an up-to-date financial report.

##### c) Completion of Audit for year ended 31/3/99.

Received confirmation from the Auditors that the Parish Council accounts for the year ended 31/3/99 had been completed.

#### 6. PLANNING

##### a) Planning Applications

Cllrs. considered comments collated by the Planning Applications Officer as circulated at the meeting.

##### **5/99/1822 Retention of alterations to glazing in family room at Barley Mow PH, Tyttenhanger Green.**

###### OBJECTIONS

- 1) The building has not been functioning as a public house.
- 2) At appeal the Inspector made an allowance to the applicant to seek to change the fenestration to improve the situation. The building itself is still a brick built, tiled extension, not the conservatory that had been given permission.
- 3) The harm to the Green Belt is clearly apparent as well as the other urbanising features in this location.
- 4) The Parish Council is persistent in its objection to this application, especially as the provision for the original extension in glass (a family room for the pub) no longer exists as the pub doesn't operate and has no license. The extra extension creates a building of much larger mass in the Green Belt, restricting the openness of the Green Belt.
- 5) The Parish Council recommends refusal under Policy 1 - Green Belt.

##### **5/99/1843 Garden shed at 29 Honeycroft Drive.**

###### NO OBJECTIONS

##### **5/99/1859 Change of use to Theatre base, training and resource centre and extensions at Hill End Chapel, off Russet Drive, Highfield Estate.**

NO OBJECTIONS provided the following standing conditions are attached:

- C30 - Completed Development
- C51 - Exactly Matching Materials
- C56 - Screen Fencing/Walls
- C70 - Site Fencing During Construction
- C71 - Construction Site Compound
- C72 - Contractors Parking
- C73 - Hours of Construction

## 6. PLANNING (CONT.)

C156 - Landscaping Schemes

C163 - Protective Fencing

C168 - Protection of Trees

C170 - Landscaping Scheme

C501 - Additional Details Actual Wording:

The development hereby permitted shall not be commenced until further detailed plans and drawings showing

- a) design of, treatment and materials for new additional fenestration
- b) design of and materials to external doors new and existing
- c) design of and finishing materials for external extensions
- d) design of and finishing materials for separate enclosure to north elevation

shall have been submitted in writing to and approved by the District Planning Authority.

### **5/99/1870 Garden Shed at 22 Stanmore Drive**

CONCERNS

- 1) This is a retrospective application in quite an unusual setting in an alley between two fenced gardens. It runs the length of the alley as three co joined sheds. It is between two houses and the issue of access needs to be investigated.
- 2) This application also impacts on the two houses either side of the shed filled access.

### **5/99/1896 Repositioning of garden shed (granted under permission 5/99/2008) and conservatory at 25 Honeycroft Drive.**

NO OBJECTIONS

### **5/99/1902 Two storey side extension and rear dormer (resubmission following refusal of 5/98/2305) at 123 Colney Heath Lane.**

NO OBJECTIONS

### **5/99/1911 Conservatory at 33 Princess Diana Drive.**

NO OBJECTIONS

### **5/99/1934 Conservatory at 7 Edison Close.**

OBJECTIONS:

- 1) The Parish Council objects to the wrap-around nature of this conservatory extension. At this length (9 metres) the impact on the amenity to the neighbouring property no. 8 is overbearing and intrusive. This is unacceptable regardless of the size of the property and plot.

### **5/99/1937 Temporary use of land for filming at Hatfield Aerodrome, Hatfield Road.**

NO OBJECTIONS as long as previously applied conditions and restraints apply.

### **5/99/1942 Single storey side and rear extensions at 13 Swans Close.**

OBJECTIONS

- 1) Combined with other extensions to the building in its original size and character these additions would not meet the criteria for modest extensions within the provisions of Policy 13.

## 6. PLANNING (CONT.)

5/99/1947      **Rear conservatory and shed at 36 Princess Diana Drive**  
NO OBJECTIONS

5/99/1952      **Conservatory at 52 Wynches Farm Drive**  
NO OBJECTIONS

5/99/1955      **Two storey side extension and detached garage at 12 Oaklands Lane.**  
OBJECTIONS  
1) The extensions to ground and first floor materially change the character of the building, making it out of character with the street scene. The balcony is an unacceptable intrusion into the Green Belt. This adds at least 40% if not more to the original dwelling.  
2) The Council recommends refusal under Policy 13.

5/99/1957      **Conservatory at 38 Princess Diana Drive.**  
NO OBJECTIONS

### b) Appeals and Enforcement Notices

Received notification of any appeals or enforcement notices issued since the last meeting:  
APP/B1930/A/99/1030146 - application by Mr. B. Robinson concerning 2 Invicta Cottages, Roestock Lane.

### c) Planning Decisions

The Clerk reported on the following planning decisions received since the last meeting.

5/99/1215      Change of use of student accommodation to temporary accommodation for homeless families at Redhall, Roestock Lane.

APPROVED

5/99/1402      Change of use of part of garden for the temporary storage of vehicles at 606 Hatfield Road.

REJECTED

5/99/1558TA    Prior Approval - erection of telecommunication equipment on land at Hatfield Road, opposite Alban Park.

APPROVAL NOT REQUIRED

5/99/1646      Erection of 12 dwellings with associated access, parking & landscaping at Coopers Yard, Church Lane, Colney Heath.

REJECTED

## 7. OPEN SPACES

### a) Colney Heath Common

#### i) Common Ranger's Report

Received the Common Ranger's report for October.

Received a quotation from Oakapple Landscape for the pollarding of two groups of willows on the Common. The CDC had confirmed that the price quoted was not excessive for the work required.

RESOLVED to seek an alternative quotation for the pollarding from an arborologist recommended by Cllr. Miss Thomas.

Received costings from Groundwork for the proposed improvement works on the Common.

## 7. OPEN SPACES (CONT.)

RESOLVED to query whether prices for the individual areas were valid if undertaken separately and if so to accept the quotation for work on Area B.

### b) Recreational Areas

The Clerk reported on a meeting with Jeanette Easton from Hertfordshire Outdoors to discuss restoration of Sleapshyde Pond.

Jeanette Easton suggested that work to the pond be undertaken in stages, commencing in December. Children from Year 4 at Colney Heath JMI would be attending each workday to watch the stages of restoration.

RESOLVED that the Council approves the cost of £200 per day for work on the pond.

Cllr. Crump reported his concerns over the state of Sleapshyde garages due to the abandoned car, broken lamp stand and other debris. The Clerk reported that she had spoken to the CDC Housing Department who had confirmed that they would have the area cleared as soon as possible.

Cllr. Crump mentioned the deteriorating fence at the playground.

RESOLVED to ask Mr. Paxton for his suggestions on tidying up and filling in the gaps along the boundary of the recreation ground with the adjacent field.

The Clerk reported on the two damaged swing seats at Sleapshyde.

RESOLVED to order two new swing seats from Wicksteed Leisure.

### c) High Street Recreation Ground

Received two quotations for the painting of the exterior of the Pavilion.

RESOLVED to thank both contractors for submitting their quotations but to inform them that the Council needed a third quotation before making a decision at the next meeting.

Cllrs. were concerned to receive information that the Football Club was making arrangements for the installation of an underground cable for the supply of electricity to the proposed floodlights at the pitch.

RESOLVED to remind the Football Club of the previous agreement that the floodlights would not be installed until the works specified in the Schedule of Dilapidation report had been completed.

Cllrs. also discussed their concerns about the over-playing of the two pitches at the recreation ground.

RESOLVED to ask the Football Club for an update on the expected completion of works to lengthen the land and create a third pitch at the recreation ground.

Received a further quotation for the widening of the HSRG car park.

As the two quotes received varied greatly in price the Councillors were reluctant to make a decision on which one to accept.

RESOLVED to send copies of the two quotations to Graham Stephens (CDC) for his comments and advice before the budget meeting on 24/11/99.

The Clerk reported that Zurich Insurance Co. had recommended that the Parish Council increase its Public Liability Insurance to £5,000,000 for the additional annual premium of £30 plus insurance tax. Zurich had also queried what arrangements the Council had for inspection of play equipment.

RESOLVED to increase the Public Liability to £5,000,000 as recommended and inform Zurich that the Parish Warden had received the RoSPA handbook and provided the Council with a monthly report on the condition of the play equipment.

## **7. OPEN SPACES (CONT.)**

### d) Parish Warden's Report for October

Received the Parish Warden's report.

RESOLVED to include a figure for a new safety surface at Roestock Park at the budget meeting.

Received a request from the Parish Warden to purchase a leaf blower for use in the Council's recreational areas. He had established that a suitable model would cost approximately £200.

RESOLVED to approve the purchase of a leaf blower.

### e) Community Park

There were no matters to report relating to the Community Park.

### f) Highfield

The Trust representative reported that the Highfield Trust AGM had been held since the last Parish Council meeting.

## **8. HIGHWAYS**

### a) Public Transport & Highways

Received the HCC Works Programmes for 1999/2000.

Received confirmation of the proposed gateway feature in Coursers Road with a site plan showing the agreed location.

Received from the CDC details of a proposed cycleway along the A405/A414/A1001 route corridor.

RESOLVED to welcome the proposal but stress the need for grass and hedgerows along the route to be well maintained to ensure a clear route. To also mention the lines of sight for cyclists when crossing junctions such as Nightingale Lane.

Received details of a proposed 40-mph speed limit in Highfield Lane.

RESOLVED to approve of the proposed speed limit.

Received confirmation from Sandridge Parish Council that the proposed cycleway between Sandridge and Smallford had now been shelved.

Received a report of fly tipping at the end of Roestock Lane.

RESOLVED to write to MRS to ask for the fly tipping to be removed.

Cllrs. were concerned to hear of confusion about newly erected road signs at Marconi Way.

RESOLVED to write to the CDC about the confusing signs on the development.

### b) Smallford Trail

The Clerk reported that the gates either side of the Smallford Bridge had been vandalised, allowing access by motorbikes and other vehicles.

### c) Footpaths & Bridleways

Received Cllr. Brazier's report on footpaths in the parish.

## **9. COUNCIL OWNED (OR TRUSTEE) BUILDINGS**

### a) Village Hall

Cllrs. discussed progress of the building of the Village Hall extension. The roof had now been completed and the Clerk had discussed the electrical requirements with the Architect.

The Chairman had asked the Clerk to suggest possible opening hours of the office and the times she expected to be working on the premises.

The HALC had suggested that the office should initially be open to the public three mornings each week with one evening each week being staffed by a rota of Cllrs.

## **9. COUNCIL OWNED (OR TRUSTEE BUILDINGS) CONT.**

The HALC also stressed the importance of adequate security for the premises in terms of a panic alarm and entry-phone system.

- RESOLVED
- i) that the Council approves the Clerk's suggested working hours and that the office and community room initially be open to the public from 10 a.m. - 12 noon on Mondays, Wednesdays and Fridays.
  - ii) that guidelines be sought from the CDC and HCC on appropriate alarms and security systems and the possible establishment of Information Points.
  - iii) that a meeting of the Village Hall Extension Working Party be arranged to discuss all matters relating to the new building.

Received a letter from the resident of no. 85 High Street regarding the area of Common adjacent to his property.

RESOLVED to ask Grimwade Builders or Mr. Paxton to remove the lumps of concrete on the boundary of the Common and no. 85 High Street.

### **b) Charles Morris Hall**

Received Cllr. Ellis' report on a recent meeting of the management Cttee.

After discussion

- RESOLVED
- i) to order two junior size goal posts.
  - ii) to order another sign stating the age limit for use of the play equipment.
  - iii) to ask Mr. Paxton to place a "Keep Off" notice on the re-seeded area of the grass.
  - iv) to ask Mr. Paxton to remove the concrete from the old seat and repair the damaged litterbin.
  - v) to appoint the new Cllr. for Hill End Ward onto the Management Cttee.

## **10. OUTSIDE ORGANISATIONS**

### **a) CBTA**

Received Cllr. Brazier's report on a recent meeting of the Association.

RESOLVED to write to the secretary of the CBTA informing the Association that the Village Hall Council, not the Parish Council, was responsible for all aspects of hiring at the Village Hall. Newsletter for November.

### **b) CDA**

The Hertfordshire Hedgehog - Autumn 1999

### **c) CPRE**

Details of the new competition - Hertfordshire's Village of the Year.

### **d) Environment Agency**

Floodline brochure.

### **e) Hertfordshire County Council**

Millennium Information

Children's Services in Hertfordshire booklet

Hertfordshire's Local Transport Plan - invitation to attend presentation at 7.30 p.m. on 22/11/99 at the Verulamium Museum Lecture Room.

### **f) London Green Belt Council**

Notice of AGM on 30/11/99 at 6.30 p.m. in the Palace of Westminster.

### **g) Local Government Commission for England**

Periodic Electoral Review of Hertfordshire County Council - Final Recommendations.

### **h) St. Albans City & District Council**

Details of forthcoming Civic Services.

### **i) Welwyn Hatfield District Council**

Welwyn Hatfield Strategic Statement 1999/2000



**11. STAFF**

Cllrs. discussed a request by the Parish Gardener to attend a short course on weed killing at Oaklands College

RESOLVED that the Council approves the request and pays the course fees.

**12. ST. ALBANS CITY & DISTRICT COUNCIL COMMITTEES**

22/9/99 Festival and Millennium Cttee.

19/10/99 Road Safety Advisory Cttee.

1/11/99 Planning Sub-Cttee. South

2/11/99 Parish Liaison Joint Cttee.

There being no further business the meeting closed at 9.50 p.m.

CHAIRMAN

DATE

*C. W. B. [Signature]*  
*8/12/99*