

**Wheathampstead Parish Council
Parish Council Meeting
25 November 2010, 19.30h**

Present	Councillors	I Begg	Chairman
		A Brewster	
		G Clark	
		N Clements	
		D Hills	
		N Page	
		T Reason	
		K Stammers	
		J Turner	
		A Waterfield	
		S Walford	
		J Warren	Clerk to the Council
		Press	0
		Public	1

1520 -10 Apologies

Apologies were received and accepted from Councillors Burgess and Stammers, (personal reasons) and Councillor Walford (meeting).

1521-10 Public Speaking

Attention was drawn to the building development of the Old Dairy Barn in Lamer Lane which appeared to contravene planning permission. Councillor Waterfield, who lives nearby, declared a personal and prejudicial interest and did not vote. The Chairman proposed, and it was agreed, that as and when the plan is sent to WPC for consultation it is presented to Council rather than delegated to the Chairman and Vice chairman of plans

- Resolved**
- 1 To note the report**
 - 2 Plan, upon receipt to be referred to Planning Committee or Full Council**

1522-10 Specific Declarations of Interest

Councillor Clark declared a personal interest in Minutes 1529-10, as she is on Plans North of the District Council Planning Authority and also a member of the Licensing Committee. The way she votes at Parish Council will not necessarily be the way she votes at District Council. Councillor Waterfield declared a personal and prejudicial interest in Minute 1521-10 as a close neighbour. Development in the Green Belt could affect the value of his property. Councillor Brewster declared a personal interest in Minute 1529-10 plan 5/10/2637, a neighbour. Councillor Turner declared a personal interest in Minute 1525-10 as she lives in Sheepcote Lane.

1523-10 Minutes of Council

The Chairman proposed and it was agreed that Minutes of the meeting held on 28 October were approved with amendment to Minute 1461-10 to specify that the main hall *replacement* lighting (to avoid any confusion with the stage lighting) budget be used for the purchase of the cooker; and that Minute 1467-10 specify *Parish Council* Chairman (to avoid confusion with Committee Chairman).

Resolved To confirm the Minutes of the meeting held on 28 October 2010 as amended to be a true and fair account and for these to be signed by the Chairman.

1524-10 Minutes of Committee Meetings

The Chairman proposed and it was agreed that following draft committee minutes were received and adopted:

Highways & Public Transport Committee	2 November 2010
Pump Committee	9 November 2010
Rights of Way & Commons Committee	16 November 2010

Resolved: To receipt and adopt the draft Minutes of

Highways & Public Transport Committee	2 November 2010
Pump Committee	9 November 2010
Rights of Way & Commons Committee	16 November 2010

1525-10 Highways & Public Transport Committee Recommendations

The Council Chairman proposed, and it was agreed, that the recommendations of the Highways & Public Transport Committee (which had no additional financial implications outside contracts previously agreed) including : support for yellow lining, volunteer support for winter salting, correspondence with HCC (including Mill Quay footbridge, Wick Av rail, High Street and Transport consultation), Christmas tree and Christmas lighting and floral matters (excluding Minute 1490(3))were approved.

Consideration was given to encouraging volunteers to use the salt spreader, the Clerk to approach WEB (for businesses), WDPS and other community minded individuals and groups to encourage participation. This had been featured in the Winter pump and was to be advertised by posters on the notice boards. A supply of salt was held in the Forge for salting public areas such as car park and footways.

The Clerk was to chase further HCC regarding the installation of the handrail on Wick Avenue and of new saltbins in the Village including one at the junction of Sheepcote Lane/Marford Road. Members noted that a business previously operating from Sheepcote Lane had folded because access prevented deliveries of supplies and processing of orders.

Councillor Clements was thanked for his draft response to the Local Transport Plan consultation. This was approved for the Clerk to submit.

Mr Nall-Cain had supplied a splendid Christmas tree for the churchyard (for which he had been thanked). The Christmas Lights Up event with Polar Express, Rotary Club Santa and WEB organised late night business opening, fun fair etc had taken place earlier in the evening. Children from the Top Hat Stage School Wednesday event had sung, the giant pass- the parcel taken place and various community groups had advertised their presence. Santa, assisted by the Clerk, had presented prizes to the winners of WEB's poster competition, donated by the Bull and St Albans Arena Theatre. The police had facilitated the road closing and all in all the Village had fun. All involved were to be thanked particularly WEB.

The Chairman of Highways and Public Transport Committee at Minute 1490-10(3) was to arrange a meeting regarding access to Tesco and the lay-by adjacent to the store. The Parish Council had been in regular contact with Tesco in the period prior to planning approval and to present including discussion regarding loading. Subsequent to the Highways meeting senior Tesco representatives had met with interested parties, including HCC and police, on site to assess the situation. Councillor Brewster had been invited to attend. She reported that in years past the former Fine Fare Store had had use of the rear car park for delivery access. Parts of this had subsequently been sub-let to residents and others. This compounded with changes to health and safety rules for delivery vehicles, such as the need for a clear arc in when turning, meant that rear access was unlikely to be possible. Councillor Turner proposed, seconded by Councillor Brewster, and it was agreed, that a further meeting convened by the Parish Council be postponed pending the response from this meeting.

- Resolved**
- 1 To approve the recommendations of the Highways & Public Transport Committee of 2 November excluding minute 1490-10(3) The meeting proposed at Minute 1490-10(3) to include representatives from Tesco, SADC, HCC, police (transport) and WPC be postponed pending a response from the meeting of these organisations convened by Tesco which Cllr Brewster (Parish & District Cllr) attended.**
 - 2 To encourage volunteer participation in use of salt spreader
Clerk to chase HCC regarding installation of rail on Wick Avenue and salt bins**
 - 3 To submit the response to the Local Transport Plan consultation**
 - 4 To thank all concerned for a successful and growing Lights Up event**

1526-10 Pump Committee Recommendations

The recommendations of the Pump Committee were considered and approved. It was noted that 3 adverts may need updating, the Clerk to contact the businesses concerned. In the event that additional paid advertising was requested, Councillor Waterfield, seconded by Councillor Turner proposed that the Pump Committee be authorised to permit these

- Resolved**
- 1 To note and approve the report and recommendations of the Pump Committee**
 - 2 Clerk to contact businesses identified regarding amending their adverts**
 - 3 To authorise additional paid advertising should an enquiry be made**

1527-10 Rights of Way & Commons Committee Recommendations

The recommendations of the Rights of Way & Commons Committee were considered and with the exception of Minute 1516-10(3) the Chairman proposed, and it was agreed, that these be approved.

With regard to Minute 1516-10(3) it was confirmed that the Environment Agency had given approval for the position of the new willows (Minute 1459-10(3)); Councillor Turner proposed, seconded by Councillor Reason, and it was agreed that the two willows for the Meads be planted as soon as possible. Members debated the positioning of the lime tree, it was agreed that this matter be resolved by the Rights of Way Committee.

- Resolved**
- 1 To note & approve the recommendations of the Rights of Way & Commons Committee**
 - 2 To note the approval of the Environment Agency to plant the willow trees within 8m of the banks of the River Lea**
 - 3 To plant the willows asap**
 - 4 To refer consideration of the lime tree on Rectory Field to the Rights of Way and Commons Committee**

1528-10 St Albans District Council changes to Planning process

Members considered the proposals that Plans North meetings be relocated from Harpenden to St Albans and that the Planning service be improved using electronic media. Consultation information has been previously circulated including Councillor Clark's draft response. Members agreed to support Harpenden Town Council's opposition to the move from Harpenden to St Albans, Harpenden being more easily physically accessible. Concerns regarding improvements to the planning system including paperless plans were raised, Wheathampstead parish Council, probably in common with many other parishes, did not have the technological means to display electronic versions of planning documents either at the meeting or prior to it. Councillor Turner proposed, seconded by Councillor Brewster and agreed that the response as drafted be sent.

- Resolved**
- 1 To note the proposals of St Albans District Council to relocate Plans North from Harpenden to St Albans, and for electronic improvements to the Planning System.**
 - 2 To respond as drafted.**

1529-10 Planning

Councillor Clark took the Chair for this item

Under delegated powers (minute 1114-10) decisions made:

5/10/2538 77 Necton Road Single storey side extension with insertion of 6 rooflights

Resolved **RECOMMEND: Refusal**
Because the total amount of development over time reduces the amount of amenity space overall

5/10/2555 5 Meads Lane, Wheathampstead Single storey front extension and extension of porch roof

Resolved **RECOMMEND: No objection**

The following plans were considered:

Proposed by Cllr Waterfield, seconded by Cllr Turner and agreed

5/10/2197	Garages adjacent to 10-26 Housden Close, Wheathampstead	Demolition of existing garages and erection of five, two bedroom flats (affordable) to include altered vehicle and pedestrian access, parking spaces, cycle and bin stores (resubmission following withdrawal of 5/09/1501)
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Resolved **RECOMMEND: No objection**
However Parish Council is concerned about the reduced parking for existing flats and advises that the nearby bus route does not operate in the evenings. We would also refer the planning department to the work being undertaken on use of garage sites in the area by Overview and Scrutiny.

Proposed by Cllr Waterfield, seconded by Cllr Turner and agreed

5/10/2521	Little Amwell, Amwell Farm, Down Green Lane, Wheathampstead	Outbuildings for storage
5/10/2637	The Larches, Firs Drive, Gustard Wood, Wheathampstead	Single storey detached garage, conversion of existing habitable room and alterations and insertion of openings
5/10/2621	3 Marshalls Heath Lane, Wheathampstead	2 storey rear extension with Juliette balcony and two new side windows

Proposed by Cllr Turner , seconded by Cllr Clemensts and agreed

5/10/2631	The Grove, Pipers Lane, Harpenden	Insertion of mezzanine floors over kitchen and living room, two rooflights above mezzanine floor, removal of windows and insertion of double doors with steps to SW elevation, glazed side entrance with arch aperture, partial removal of roof to reveal window following demolition of side porch.
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5/10/2644 The Grove, Pipers Lane, Harpenden Listed Building Consent – Glazed sliding partition door to living room, internal partition wall to first floor void to create storage area, insertion of mezzanine floor over kitchen and living room. Internal staircase to mezzanine floor, two rooflights above mezzanine floor, removal of windows and insertion of double doors with steps to SW elevation, glazed side entrance with arch aperture, partial removal of roof to reveal window following demolition of side porch.

Resolved RECOMMEND: No objection

1530-10 Review of Standing Orders

The April 2010 Special Council agreed at Minute 1027-10 to remove all delegated powers from committees and revise Standing Orders to reflect the changes. NALC had recently produced a revised model whose format differed from the previous version upon which WPC's new standing orders would be based. An annotated draft version had been circulated for consideration and adoption, for which the Clerk was thanked. The Council Chairman proposed and it was agreed that Standing Orders and Financial Regulations be reviewed and approved at the January Meeting. Councillors were to submit observations on highlighted points/suggestions to vary to the Clerk prior to the meeting.

Resolved To review and approve Standing Orders and Financial Regulations at the January meeting

1531-10 Budget Review 2010-11

The expenditure report to October with known commitments excluding forward projects had been circulated and was discussed. It was noted that it needed to be clarified with regard to the Memorial Hall lighting budget, showing cooker expenditure attributed to main hall lighting and stage lights budget committed as a forward project. The Council Chairman proposed and it was agreed that this report was noted.

Resolved To note the report

1532-10 Accounts for Payment

The revised schedule of accounts for payment in November had been circulated. The Clerk informed the meeting that T Potts had not submitted an invoice for refreshments for the sailors' working group who, in conjunction with volunteers from the CMS, had cleared the area by the crinkle crinkle wall on the Heritage Trail. T Potts wished to sponsor the event and were thanked for their generosity.

Members were asked to consider an invoice received from Councillor Page for printer cartridges. It was agreed that this should not be paid. At Minute 1466-10 Members had agreed not to pay parish councillor allowances and at Minute 827-10 members had agreed not to reimburse councillor expenditure not previously authorised.

The Chairman proposed, and it was agreed, that the revised list of accounts as circulated be passed for payment

Resolved **1 To thank T Potts for their generous support**
2 To pay the revised list of accounts per
November 2010 schedule amounting to
£14,986.87

1533-10 Schedule of meeting for 2011

The Council Chairman proposed and it was agreed that the schedule of meetings as previously circulated and amended be approved

Resolved **To approve the schedule of meetings for 2011**

1534-10 Disposal of assets

As agreed at Minute 1255-10 unwanted assets including the printer and plastic planter seats had been advertised in the Pump. No bids had been received. The Council Chairman proposed and it was agreed that the Clerk dispose of them

Resolved **Clerk to arrange for disposal of planter seats and printer**

1535-10 Christmas office closure

The Council Chairman proposed and it was agreed that the Parish Council Office be closed to the Public from 29-31 December 2010 inclusive. Provision would be made for the hall hire booking on 1 January 2011 (Min 700-09)

Resolved **To close the Parish Council office to the public between Christmas 2010 and New Year 2011**

1536-10 St Albans District Council offer of legal support

The St Albans City and District Parish Charter aimed to improve joint working between the three government tiers: County, district and parish, so that services are more efficient and responsive to the needs of local communities by providing best value and quality. To this end councillors were asked to consider the offer to buy into legal support from SADC. Members considered the offer, including the nature of often specialist legal support sought and potential conflicting interests between the government tiers. The Council Chairman proposed and it was agreed that for the time being legal advice be purchased through the Council's independent legal advisor and not to buy into support from St Albans District Council.

Resolved Not to buy into St Albans District Council legal support

1537-10 Small Projects

The Clerk confirmed that Councillor Burgess had received the letter regarding the necessity to follow procedures and obtain prior approval for tasks involving Council assets (Minute 1473-10(2)).

Councillor Burgess's offer to teak oil the new memorial bench outside the Memorial Hall was accepted. Councillor Brewster proposed, seconded by Councillor Waterfield and agreed, that he could temporarily remove the seat to oil it (budget no more than £50).

Resolved

- 1 To note the report**
- 2 To authorise Councillor Burgess to temporarily remove the new seat by the Memorial Hall in order to treat it with teak oil (budget £50)**

1538-10 Consultations and meetings

Councillors objected strongly to the proposed plans to reduce library opening hours, and agreed that the Clerk respond to this effect.

Consideration was given to attendance at the NALC Larger Council's conference for clerks and councillors on 1 December (cost £211.50 per delegate). Councillor Clements indicated that had the date been different he would have wished to attend. Members agreed that no-one attend.

It was agreed that the Clerk attend the HAPTC Peer Review for larger Councils in January (cost £35).

The Council Chairman proposed and it was agreed that these motions be carried.

- Resolved**
- 1 To note the reports**
 - 2 Clerk to respond to consultation on the future proposal for the library and archive service deploring the reductions**
 - 3 Not to attend the NALC Larger Councils Conference on this occasion**
 - 4 Clerk to attend the Peer Review for Larger Councils (35)**

1539-10 Reports from Councillors on Meetings Attended

Councillor Clements reported that he and the Clerk had attended the Highways Transport Plan consultation meeting on 4 November and the Let's Talk session hosted by HAPTC in Woolmer Green on 23 November. They had also attended a planning meeting for the Parish Conference and the Conference together with Councillors Brewster, Clark and Reason.

Councillor Brewster reported upon the Playbuilder meeting attended with the Clerk and Councillor Clark. The Caesars Road playarea would be redeveloped using funding from the Department for Education (Playbuilder grant) Councils and a donation from St Helens Church following St Peter's centenary celebrations. It was agreed that WPC would contribute by assisting with clearing and preparing the area utilising the unpaid workers through the Probation Service.

Councillor Brewster also reported on her walkabout meeting on the Hillydyke Estate particularly reviewing the garages, and the meeting with Sandridge Parish Council and the Woodland Trust. A grant application had been made to the Big Lottery for accessibility to Nomansland.

- Resolved**
- 1 To note the reports**
 - 2 Clerk to contact Probation Services regarding the use of unpaid workers**

1540-10 Exclusion of Press & Public

The Chairman proposed and it was agreed:

- Resolved**
- To exclude the press and public, as publicity would be prejudicial to the public interest due to the confidential nature of the business to be discussed (LGA 1972 Sch 12A Part 1)**

1541-10 Planning Enforcement Action

The Chairman proposed and it was agreed that the Clerk respond to SADC stating that Wheathampstead Parish Council leases the land off the Marford Road from Hertfordshire County Council and administers it under Allotment Law. In 2008 the Parish Council gave permission for the polytunnel on allotment plot in question, a temporary structure to be removed upon relinquishing the plot. Wheathampstead Parish Council believe it to be a waste of public funds to carry out enforcement action to remove the polytunnel.

- Resolved**
- 1 Clerk to respond to SADC regarding planning enforcement**
 - 2 To readmit press and public**

The Chairman declared the meeting closed at 22.17.

Dated this day of 2010

Chairman