

**Wheathampstead Parish Council
Parish Council Meeting
30 June 2011, 19.30h**

Present	Councillors	A Brewster	Chairman
		J Burgess	
		G Clark	
		N Clements	
		D Davies	
		D Hills	
		D Johnston	
		T Reason	
		J Shardlow	
		P Woodhams	
		J Warren	Clerk to the Council
		Press	0
		Public	1

Councillor Brewster, Vice chairman, in the absence of the Chairman, took the chair

1996 -11 Apologies

Apologies were received and accepted from Councillors I Begg and M Fletcher (personal reasons),

1997-11 Public Speaking

None

1998-11 Specific Declarations of Interest

Councillors Brewster and Clark, being District Councillor members of the Plans North Committee of the District Council Planning Authority and Councillor Clark also a member of the Licensing Committee, each declared an interest in Minute 2015-11. The way they vote at Parish Council will not necessarily be the way they vote at District Council. Councillor Clark also declared a personal and prejudicial interest in Minute 1991-11 discussed at Minute 2006-11 (relating to her husband's quotation for repainting bus shelters) and withdrew from the meeting during this discussion. Councillor Clements declared a personal interest in Minute 2021-11 being a PPG member.

1999-11 Minutes of Council

The Chairman proposed and it was agreed that the Minutes of the meeting held on 26 May be approved.

Resolved **To confirm the Minutes of the meeting held on 26 May 2011 to be a true and fair account and for these to be signed by the Chairman.**

2000-11 Minutes of Committee Meetings

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

Memorial Hall Committee	13 June 2011
Heritage Trail Working Group	19 May 2011
Village Plan Committee	13 June 2011
Village Day Committee	16 June 2011
Planning Committee	21 June 2011
Allotments Committee	24 June 2011
Highways & Public Transport Committee	28 June 2011

Resolved	To receipt and adopt the draft Minutes of Memorial Hall Committee	13 June 2011
	Heritage Trail Working Group	19 May 2011
	Village Plan Committee	13 June 2011
	Village Day Committee	16 June 2011
	Planning Committee	21 June 2011
	Allotments Committee	24 June 2011
	Highways & Public Transport Committee	28 June 2011

2001-11 Memorial Hall Committee Recommendations

The Chairman proposed, and it was agreed, that the recommendations of the Memorial Hall Committee were approved. With regard to Minute 1952-11, it was agreed that the Council apply to St Albans District Council to replace the requirement for a Designated Premises Supervisor with a Management Committee comprising three members of the Memorial hall Committee. The current members would be Councillors Clark, Johnston and Reason. The Artskool teacher would be loaned an internal key to access the Hewitt Room (Minute 1953-11) and the Memorial Hall Committee would consider planting the flower bed adjacent the library (Minute 1954-11).

- Resolved**
- 1 To approve the recommendations of the Memorial Hall Committee of 13 June including:**
 - **Loaning of an internal key to the teacher of the Parish Council funded Artskool**
 - **Consideration by the Memorial Hall committee of planting the flower bed by the library.**
 - 2 An application to be made to SADC for three members of the Memorial hall committee to comprise a Management Committee to replace the current DPS**

2002-11 Village Plan Committee & working group Recommendations

The Chairman proposed, and it was agreed, that the recommendations of the Village Plan Committee were approved. These included a public consultation exercise at the forthcoming Village Day in respect of revising the Village Plan in line with the neighbourhood development planning aspirations of the Localism Bill.

Resolved To approve the recommendations of the Village Plan Committee of 13 June including a public consultation exercise at the forthcoming Village Day in respect of revising the Village Plan in line with the neighbourhood development planning aspirations of the Localism Bill.

2003-11 Village Day Recommendations

The Chairman proposed, and it was agreed, that the recommendations of the Village Day Committee were approved including, Temporary Events Notice for Saturday and Sunday events, Tennis Club's strawberry and Pimm's stall, purchase of banners (£41.25 + £465), rosettes (£274.50), climbing wall (£400), lucky programme prize and tug of war (Minute 1968-11). Vehicles would not be permitted to park at the Girls' School, but could drop off those involved with the floats; all to assist during the weekend particularly with the sale of programmes

Resolved To approve the recommendations of the Village Day Committee of 21 June including

- **Temporary Events Notice for Saturday and Sunday events,**
- **Tennis Club's strawberry and Pimm's stall,**
- **purchase of banners (£41.25 + £465),**
- **rosettes £274.50),**
- **climbing wall (£400),**
- **lucky programme prize**
- **tug of war**
- **Vehicles would not be permitted to park at the Girls' School, but could drop off those involved with the floats;**
- **all to assist during the weekend particularly with the sale of programmes**

2004-11 Planning Committee Recommendations

The Chairman proposed and it was agreed that the recommendations of the Planning Committee of 21 June be approved.

Resolved To approve the recommendations of the Planning Committee of 21 June 2011.

2005-11 Allotments Committee

The Chairman proposed and it was agreed to approve the recommendations of the Allotments Committee including poultry regulation changes and termination of the current tenancy for Glebe 6. The plot would be covered in black plastic and re-let.

- Resolved**
- 1 To approve the recommendations of the Allotments Committee of 24 June 2011 including poultry regulation changes and termination of the current lease for tenancy for Glebe 6.**
 - 2 Contractor to cover plot Glebe 6 with black plastic to prevent further plant growth, plot to be re-let.**

2006-11 Highways and Public Transport Committee

The Chairman proposed and it was agreed that the recommendations of the Highways and public Transport Committee including fencing around Loufenway and East Lane Car Park be approved.

- Resolved**
- To approve the recommendations of the Highways and public Transport Committee regarding**
- fencing around Loufenway and East Lane Car Park**
 - repainting of 5 bus shelters at £880 be approved.**
 - Response to St Albans District Council regarding East Lane Car Park and roundabout sponsoring**
 - Response to Hertfordshire County Council regarding street light consultation and Marford Crossing**
 - Actively support the Christmas Lights-Up event**
 - Thank volunteers**

2007-11 Small Projects

A progress report detailing completed projects and new submissions had been circulated. Councillor Burgess and Mr Mc Neill were thanked for the works undertaken to date in respect of authorised small projects. Approval was given for the washing and painting of the Meads Bridge (approval had been given by Thames Water) estimated cost £100, restoration of the bench on the Hill near the Four Limes (Hertfordshire Highways had given permission to remove the ivy overhanging the road), painting of Caesars Road and Memorial Hall entrance notice board poles and Memorial Hall railings (landrover green), and installation of the kerbing to the grass bank by the Memorial Hall main entrance. Subject to approval by St Albans District Council the steel bar at Caesars Road play area would also be painted green.

The notice board outside the Memorial Hall and would be considered as part of the review and potential redesign of the building, its entrance and surrounds. This would also take into account health and safety matters and changes relevant to the new Marford Road Crossing planned for 2012. Installation of a gate at the entrance to Marford Road was not agreed at this time.

Pruning of trees on the Meads was referred to the Rights of Way and Commons Committee.

Approval was given to installation of the Westwood Brothers Forge sign and an alarm at the Forge (£75).

The above were proposed by the Chairman and agreed.

- Resolved**
- 1 To note the report**
 - 2 To thank Councillor Burgess and Mr McNeill for small projects undertaken**
 - 3 To approve washing and painting of the Meads Bridge, removal of ivy and restoration of the bench on the Hill near the Four Limes, painting of Caesars Road notice board poles and Memorial Hall board green and steel bar at Caesars Road play area (subject to SADC approval), installation of Westwood Brothers Forge sign and alarm on the Forge**
 - 4 To refer pruning of trees on the Meads to the Rights of Way Committee**

2008-11 Heritage Trail plaques

A report detailing proposed wording and siting of the Heritage Trail plaques and the consent forms to be completed by the owners of the appropriate building had been circulated. The Chairman proposed and members agreed to approve the plaques for the Parish Council's sites - River Lea and Railway Station

- Resolved**
- 1 To note the report**
 - 2 To approve the plaques for the Wheathampstead Parish Council owned sites - River Lea and Railway Station**

2009-11 Football Pitch Repairs and Line marking

The Chairman proposed and it was agreed to approve £1790 on pre-season pitch repairs and initial line marking.

- Resolved**
- To approve pitch repairs and initial line marking of football pitches (£1,790)**

2010-11 Leases and Appointment of Land Agent

Members noted that the football & tennis club leases were due for update and review and agreed to appoint professional assistance for this matter. Clerk to contact McNeill Lowe and Palmer, a local land agent, to assist with this task.

The request from the Tennis Club to repay expenses incurred for an emergency plumber was declined as it was within the clubhouse and their responsibility.

- Resolved**
- 1 To obtain professional assistance to review and update leases**
 - 2 To write to the Tennis Club regarding plumbing.**

2011-11 Budget Review

The Chairman proposed, and it was agreed to note the budget report which had been previously circulated

- Resolved**
- To note the report**

2012-11 Annual Return 2010-11 & Governance Statement

The draft annual return with governance statement and accounts had been previously circulated. This was discussed and unanimously approved including line by line confirmation of the governance statement. Proposed by Councillor Reason, seconded by Councillor Davies.

- Resolved**
- That the Chairman and Clerk sign the Annual Return sections 1 and 2 as presented on behalf of Council.**

2013-11 Consultations, training and meetings

The Chairman proposed and members formally approved the request for the Clerk to attend the Public Finance in East Anglia conference on 30 June on the Big Society, leadership & communication (£65), and for all interested to attend the Parish Conference on 4 July and Code of Conduct training 18 July. The Clerk reported on the current status of the Localism Bill and potential impact of the Big Society upon Wheathampstead Parish Council.

- Resolved**
- 1 To approve the Clerk's attendance at the Public Finance in East Anglia conference on 30 June on the Big Society, leadership & communication (£65) and note the report.**
 - 2 To approve attendance at Parish Conference (4 July) and Code of Conduct Training (18 July) and for all who sought to attend**

Cllr Clark took the chair for planning matters.

2014-11 Additional Time

The Chairman proposed, and it was agreed, that 20 minutes extra time be agreed as 22.30hours approached

- Resolved To approve 20 minutes additional time.**

2015-11 Planning Matters

The following plans were considered

5/11/1266	Garages adj. to 40 Beech Crescent, Wheathampstead	Demolition of existing garages and erection of two, two bedroom dwellings with associated parking and landscaping (resubmission following withdrawal of 5/2009/1173)
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Councillor Brewster proposed, seconded by Councillor Shardlow that the Parish Council's response to SADC be no objection but that the Parish Council had concerns regarding the use of front garden for parking.

- Recommendation No objection but concern regarding the use of front garden for parking**

5/11/1273	Garages adj. to 25 Allen Close, Wheathampstead	Demolition of 10 garages and erection of one, three bedroomed bungalow (resubmission following withdrawal of 5/2009/1624)
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Councillor Burgess proposed, seconded by Councillor Hills that the Parish Council's response to SADC be no objection but that the Parish Council had concerns at the loss of parking amenity and increased use of vehicles this development would create.

Recommendation **No objection but that the Parish Council had concerns at the loss of parking amenity and increased use of vehicles this development would create.**

5/11/1251 5 Croftwell, Single storey side and rear extension,
Harpenden new roof to front bay window &
garage extension

Councillor Burgess proposed, seconded by Councillor Woodhams that the Parish Council's response to SADC be no objection

Recommendation **No objection**

5/11/1270 Garages adj. to Demolition of existing garages and
10-26 Housden erection of four, two bedroom flats
Close, (affordable) (resubmission following
Wheathampstead withdrawal of 5/2010/2197)

Councillor Brewster proposed, seconded by Councillor Johnston that the Parish Council's response to SADC be refusal on the grounds that removal of at least 10 parking spaces would create problems and that Juliette balconies would overlook gardens in Hillydyke and Wright Close

Recommendation **REFUSAL**
Concerns that removal of at least 10 parking spaces would create problems and that Juliette balconies would overlook gardens in Hillydyke and Wright Close

Cllr Brewster took the Chair

2016-11 Queen's Jubilee June 2012

Members had been asked to consider whether and how to commemorate the event in June 2012. Councillor Johnston proposed, seconded by Councillor Brewster and it was agreed, that the public be consulted on this matter at Village Day and it then be brought back to Council

Resolved **To consult the public at Village Day and then consider at a future Council meeting**

2017-11 School Achievement Awards

The Chairman proposed and it was agreed to approve payment for achievement awards for Beech Hyde and St Helen's School (£100)

Resolved **To approve the school achievement awards (£100)**

2018-11 Dying oak tree

The Chairman proposed and it was agreed to approve payment of the quotation for £410 to remove a dying oak tree from Mellissa Field which had been received. The tree has been examined by a tree specialist and it is advised that this work be carried out. St Albans District Council had been notified and had confirmed that it was not subject to a Tree Preservation Order.

Resolved To approve the felling of the dying oak tree on Mellissa Field (£410)

2019-11 Accounts for Payment

The revised schedule of accounts for payment in June had been circulated. The Council Chairman proposed, and it was agreed, that the revised list of accounts as circulated and amended be passed for payment.

Resolved To pay the revised list of accounts per June 2011 schedule amounting to £33,780.50

2020-11 Additional time

The Chairman proposed, and it was agreed, that a further 15 minutes extra time be agreed as 22.45hours approached

Resolved To approve a further 15 minutes additional time.

2021-11 Requests

Consideration was given to a number of requests, details previously circulated

- Scouts Request to let off fireworks in the playing fields adjacent to the Scout Hut - 2 November
- Beech Hyde /St Helens Schools PTAs request for bonfire party on Marford Fields
- 10k
- Wheathampstead Patient Participation Group (PPG) Pilates – storage for foam pieces
- St Helen's Church youth activities
- wall around the War memorial

The Chairman proposed and it was agreed to

- permit the annual Scouts fireworks display (subject to provision of risk assessment and insurance),
- to obtain further information regarding the Beech Hyde/St Helens PTAs request for a bonfire party regarding its location so as to avoid either lasting damage to the ground or conflict with the scouts,
- to consider the 10k request at a later meeting as time had pressed on
- to approve the PPG request to store foam 'pillows' used by the weekly pilates sessions in plastic sacks under the small tables in the store room,
- to grant aid £350 towards a children's art and kite making workshop at the St Helen's Church Flower Festival from the Youth budget

Councillor Clements proposed, seconded by Councillor Burgess, and unanimously agreed

- to grant aid £1613 towards repairs to the boundary wall to the War Memorial from reserves.

- Resolved**
- 1 To permit the annual Scouts fireworks display (subject to provision of risk assessment and insurance),**
 - 2 to obtain further information regarding the Beech Hyde/St Helens PTAs request for a bonfire party regarding its location so as to avoid either lasting damage to the ground or conflict with the scouts,**
 - 3 to consider the 10k request at a later meeting as time had pressed on**
 - 4 to approve the PPG request to store foam 'pillows' used by the weekly pilates sessions in plastic sacks under the small tables in the store room,**
 - 5 to grant aid £350 towards a children's art and kite making workshop at the St Helen's Church Flower Festival from the Youth budget**
 - 6 to grant aid £1613 towards repairs to the boundary wall to the War Memorial from reserves**

2022-11 Reports from Councillors on Meetings Attended

Councillor Clark had circulated her report on District in Bloom and the WEB meetings attended. The DIB meeting had considered entries and also ambiguities in the rules. The number of entries had been disappointing. At the WEB meeting on 21 June she had been asked that WPC consider a different format for advertising in the Pump. She had referred this to the office and Pump Committee Chairman.

Resolved

To note the report

The Chairman declared the meeting closed at 23.05h.

Dated this day of 2011

Chairman