

**Wheathampstead Parish Council
Parish Council Meeting
28 July 2011, 19.30h**

Present	Councillors	I Begg	Chairman
		A Brewster	
		J Burgess	
		G Clark	
		N Clements	
		D Davies	
		D Hills	
		D Johnston	
		J Shardlow	
		P	
		Woodhams	
			Clerk to the Council
		J Warren	
			0
		Press	4
		Public	

2078 -11 Apologies

Apologies were received and accepted from Councillors M Fletcher and T Reason (personal reasons),

2079-11 Public Speaking

Ms Bell spoke of the passion of the 300 household strong Wheathampstead Preservation Society to improve the Village. She outlined a proposal for a new Village Garden adjacent to the Mill Quay. This, she said, had support in principal from the landowners. The vision was a public garden with a stunning view of the river, Village Sign and High Street. Initial thoughts were for a tasteful railed fence, for safety but which would not to impede visibility. She circulated photographs and a design and asked that Council consider supporting the project with £8,000 from the EDF compensation monies.

Thee Chairman proposed, and it was agreed, that discussion of EDF monies followed next.

2080-11 EDF Contractor's compensation

Members had agreed to consider the use of the £20,000 compensation money obtained by errant felling of the willow trees by EDF's contractors. Besides the idea to support a new Village garden as at Minute 2078-11, in no particular order suggestions received to date included:

- Solar panels on the Memorial Hall roof

A quotation had been received and put to Council in December 2009. The project had not been undertaken as grant funding had been withdrawn. Quotations (specification dependent) then ranged

from £84,700 for a large scale array to £36,000, however prices were known to have dropped considerably in two years. It was known that a recent local 4Kw installation of 17 panels cost £17,000, although it may not be comparable as roof types varied. Members noted that after the initial capital cost electricity produced was free and there was an anticipated return for selling excess electricity to the grid 8% index linked for 25 years.

- Replacement of the dilapidated and redundant structures associated with the weir and sluice to reduce flood risk.

Mr Holden had estimated £10,000 for this project to install a siphon

- Rectory Copse – assessment and management

Councillor Burgess' estimate for treework, based upon the 2005 John Cromer Report amounted to £12,000

- Shelter adjacent to Marford football field

Councillor Begg had estimated £4,243 for installation of a spectator shelter

- Refresh signs and noticeboards round village

This was agreed to be taken as a small project. Estimated cost £100 for paint. Councillor Burgess had restored the Caesars Road and Memorial Hall boards. Councillors Johnston, Shardlow and Woodhams offered to assist with further boards.

- Heritage Bus Stops

It was reported that the Passenger Transport Unit had a facility to part fund the replacement of bus shelters with Parish and Borough councils. Once a request was received, funds would be bid for by the PTU and if successful, available in the next financial year. This grant from the budget could go directly to the Parish, or to Herts Highways for the works to be carried out.

This was subject to the grant and budget being approved, although the PTU were quite positive about securing some funding for the shelters. Currently, it was understood there was no limit to what value one could bid for in terms of this 50/50 funding arrangement.

The PTU recommended two designs for wooden shelters from their main suppliers costing approximately £5400 and £6,600 excluding delivery.

- Bridge over River Lea

Councillor Brewster had been in contact with Thames Water regarding sewerage and a DDA compliant design. Involvement from Hertfordshire County Council was expected to be necessary. An indicative estimate had been requested following the Rights of Way committee on 11 July.

Discussion ensued including specific agreement of Chairman and Councillor Shardlow that the insurance monies should be used for public amenity rather than subsumed into general reserves as suggested by former councillor Stammers.

Councillor Clements proposed, seconded by Councillor Clark, and it was agreed that a working group be set up to consider and short list the options above (excluding noticeboards which would be a

small project). The Chairman proposed an amendment that the options be published in the form of an article in the Pump inviting resident feedback.

All councillors were invited to join the Amenity working group.

- Resolved**
- 1 To publish an article in the Pump inviting resident feedback upon suggested use for the compensation monies**
 - 2 To form an Amenity working group potentially including all councillors to consider and shortlist the options**
 - 3 That refurbishment of the noticeboards be undertaken as a small project – budget estimate £100**

2081-11 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 2103-11. The way they vote at Parish Council will not necessarily be the way they vote at District Council. Councillor Brewster further declared a personal interest in Minute 2021-11 application 5/11/1549 being neighbour and Councillor Clements declared a personal interest in Minute 2021-11 application 5/11/1606 being neighbour; neither entered into discussions regarding these submissions. Cllr Begg declared a personal and prejudicial interest in 2103-11-consultation of change of use in the planning system. The matter was deferred to the August Council meeting and not discussed.

2082-11 Minutes of Council

The Chairman proposed and it was agreed that the Minutes of the meeting held on 30 June be approved.

- Resolved** **To confirm the Minutes of the meeting held on 30 June 2011 to be a true and fair account and for these to be signed by the Chairman.**

2083-11 Minutes of Committee Meetings

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

Rights of Way Committee	11 July 2011
Village Day Committee	12 July 2011
Planning Committee	19 July 2011
Playing Fields & Youth Committee	19 July 2011
Memorial Hall Committee	26 July 2011

Resolved	To receipt and adopt the draft Minutes of Rights of Way Committee	11 July 2011
	Village Day Committee	12 July 2011
	Planning Committee	19 July 2011
	Playing Fields & Youth Committee	19 July 2011
	Memorial Hall Committee	26 July 2011

2084-11 Rights of Way Committee Recommendations

The Chairman proposed, and it was agreed, that the recommendations of the Rights of Way Committee were approved. With regard to Minute 2030/4-11, it was agreed that the paint colour for the Forge be agreed by the Chairman and Vice chairman of the Rights of Way Committee and the Clerk who would meet on site with Cllr Burgess.

In respect of Minute 2031/1-11 removal of signage was capped at £50.

With regard to Minute 2032-11, a crinkle crinkle serpentine path - it was agreed that the budget for this be discussed at August Parish Council. The Clerk would establish when the next Diocesan Glebe Committee met and submit a request for consideration

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|-----------------|----------|---|
| Resolved | 1 | To approve the recommendations of the Rights of Way and Commons Committee of 11 July |
| | 2 | With regard to Minute 2030/4-11, it was agreed that the paint colour for the Forge be agreed by the Chairman and Vice chairman of the Rights of Way Committee and the Clerk. |
| | 3 | In respect of Minute 2031/1-11 removal of signage was capped at £50. |
| | 4 | With regard to Minute 2032-11, a crinkle crinkle serpentine path - it was agreed that the budget for this be discussed at August Parish Council. The Clerk would establish when the next Diocesan Glebe Committee met and submit a request for consideration |

Post meeting decision: the paint match pot colour was not identically tinted to the paint subsequently purchased, but it was trade quality paint rather than domestic paint. The Chairman and Vice Chairman of Rights of Way agreed that the paint now purchased was an acceptable colour and that this be used to paint the exterior Forge walls

Ms Bell and Mr Brett left the meeting.

2085-11 Village Day Recommendations

The Chairman proposed, and it was agreed, that the recommendations of the Village Day Committee of 12 July were approved with the exception that at Minute 2045-11 the booking of attractions were subject to no more than 10% increase in charges; and that site booking fees charged would be re-considered by the new committee. The next Village Day Committee would look at detail for submission to Council regarding possible Sunday evening entertainment on the Marford Fields (Minute 2046/1-11), and costs and specification for possible purchase of a public address system (Minute 2043/1-11).

- Resolved**
- 1 To approve the recommendations of the Village Committee of 12 July with the exception that at Minute 2045-11 the booking of attractions were subject to no more than 10% increase in charges; and that site booking fees charged would be re-considered by the new committee.**
 - 2 The next Village Day Committee to look at detail for submission to Council regarding possible Sunday evening entertainment on the Marford Fields (Minute 2046/1-11), and costs and specification for possible purchase of a public address system (Minute 2043/1-11).**

2086-11 Planning Committee Recommendations

The Chairman proposed, and it was agreed, that the recommendations of the Planning Committee were approved

Resolved To approve the recommendations of the Planning Committee of 19 July 2011

2087-11 Playing Fields and Youth Committee Recommendations

The Chairman proposed, and it was agreed, that the recommendations of the Playing Fields and Youth Committee were approved

Resolved To approve the recommendations of the Playing Fields and Youth Committee of 19 July 2011

2088-11 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 2072/2, it was agreed that Thursday evening use of the Memorial Hall be reconsidered by the Memorial Hall Committee at its next quorate meeting.

Councillor Johnston was to submit a small project proposal for 2071/5-11 to improve drainage on the field – car park entrances.

- Resolved**
- 1 To approve the recommendations of the Memorial Hall Committee of 26 July**
 - 2 Thursday use of the Memorial Hall to be considered by the next quorate Memorial Hall Committee for submission to Council.**
 - 3 Councillor Johnston to submit a small project request to cut drainage channels on the grass edge to the field – car park entrances**

2089-11 Committee Structure and representation

Members noted that the Special Council meeting, as agreed in May, to consider council structure including delegated powers, roles of councillors and office staff would be on 9 August. The Chairman proposed, and it was agreed, that this take the form of a working group chaired and facilitated by Councillor Reason. Council would subsequently approve its recommendations. Members unable to attend would forward suggestions for discussion to the Clerk, who would attend.

- Resolved**
- To hold a special informal working group of Council on 9 August to consider the responsibilities of the parish council, delegated powers to its staff and members and to revise the committee structure.**

2090-11 West crinkle crankle wall

Councillor Burgess, seconded by Cllr Begg, proposed that a new working group comprising councillors and community volunteers (including St Helens Church representatives) be set up to look at use of the area adjacent to the West Crinkle Crankle Wall – Rectory Copse (previously the Fernery). The working group would report direct to Council and comprise councillors Brewster, Burgess, Johnston, Shardlow and Woodhams (and absent councillors Reason and Fletcher if they so wished). This was agreed.

Resolved **To form a new West Crinkle Crankle Wall Working Group comprising community volunteers and councillors Brewster, Burgess, Johnston, Reason, Shardlow and Woodhams**

Mr McNeill left the meeting

2091-11 Election of Village Day chairman

The Chairman reported that Lisa Hobden had offered to chair the Village Day meetings. Councillor Shardlow, seconded by Cllr Begg, proposed, and it was agreed – that the Village Day Committee become the Village Day Working Group, chaired by Ms Lisa Hobden and clerked by the Parish Council Clerk/Deputy Clerk.

Resolved **That the Village Day Committee become the Village Day Working Group, chaired by Ms Lisa Hobden and clerked by the Parish Council Clerk/Deputy Clerk**

2092-11 Litter bins

It had been reported that our contractor had advised that 5 litter bins were in a very poor state of repair and could do with urgent replacement, a further 3 could do so with replacement very soon. Bins did not fall under a particular committee responsibility and had not been provided for in the budget for 2011-12.

Councillor Clark proposed, seconded by Cllr Begg, that 2 bins be replaced per year on a rolling programme, funded from reserves. This was agreed. These would be the variety which were driven in and pole mounted (Estimated cost per bin for removal and installation up to £325).

Resolved **2 bins be replaced per year on a rolling programme (estimated cost 2011-12 £650)**

2093-11 Consideration of Special Constable on Horseback

It was reported that the Nomansland Joint Committee had suggested the Parish Council consider funding a special constable to patrol Nomansland on horseback (£250 pa plus £1,000). Councillor Brewster, seconded by Cllr Begg, proposed that more information be sought and the matter brought back to Council.

Resolved **To consider funding a special constable on horseback at a later Parish Council meeting**

2094-11 Leases, Licences and Special agreements

Councillor Clark, seconded by Councillor Brewster proposed that a sub-committee with full delegated powers be set up to consider leases, licences and special agreements, and that following its initial meeting the football licences for 2011-12 be issued. The sub-committee would comprise councillors Brewster, Davies, Johnston and Woodhams. The motion was unanimously agreed.

Resolved **To set up a sub-committee with full delegated powers to consider leases, licences and special agreements, and that following its initial meeting the football licences for 2011-12 be issued. The sub-committee would comprise councillors Brewster, Davies, Johnston and Woodhams.**

2095-11 Additional time

The Chairman proposed, and it was agreed, that standing order 1z be suspended as 22.30 approached and additional time be agreed

Resolved **To suspend Standing Order 1z and permit the meeting to continue into additional time**

2096-11 Queen Elizabeth II Fields Challenge

The Chairman proposed, and it was agreed that this be deferred to a later meeting.

Resolved **To defer to a later meeting**

2097-11 Marshall's Heath

Rights of way committee had reviewed the management plan for areas managed by the Parish Council. A site meeting was scheduled to fine tune the plan. It was noted that some works planned, including those for Marshall's Heath had been delayed as decisions made too late to implement prior to the growing season. It was agreed that the Chairman of Rights of Way and Commons Committee, with the Clerk respond appropriately to the letter from local residents of Marshall's Heath.

Resolved

- 1 To note the report**
- 2 Chairman of Rights of Way and Commons Committee with Clerk to respond appropriately to the letter from local residents of Marshall's Heath**

2098-11 Heritage Trail

It was reported that consent had been received for all planned Heritage Trail plaques. Councillor Brewster proposed, seconded by the Chairman, and approval was given for the use of Wheathampstead Parish Council logo on all Heritage Trail items including associated literature and the website.

Resolved

- 1 To note the report**
- 2 To approve the use of the Wheathampstead Parish Council logo on Heritage Trail items**

2099-11 Postal collections

Councillor Clark proposed, seconded by Cllr Shardlow, and it was agreed that Wheathampstead Parish Council respond to residents' concerns regarding the change to the latest Village postal collection to 4.45pm and write to the postal service asking for a review of collection times. A later time was believed to be more helpful to local businesses

Resolved **To write to the Postal service asking that the final postal collection time be reviewed**

2100-11 Small Projects

These had been considered at minutes 2080-11 and 2088-11

Resolved **To note the report**

2101-11 Budget Review

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

Resolved **To note the report**

2102-11 Consultations, training and meetings

The Chairman proposed and members formally approved the request for

- the Clerk to attend the SLCC Annual Conference taking Action on the ACT 14-16 October (£365 early bird rate)
- Deputy Clerk to attend HAPTC Finance for Councils: *an overview of financial methods and procedures relating to Parish or Town Councils* – 14 Sept (£30)
- Any councillors who wished to and notified the Clerk accordingly to attend HAPTC Finance for Councils as above (evening) (£30 pp)
- Councillor Woodhams to attend Play areas safety inspection (£100 plus £60 pp for RPII (Register of Play Inspectors) exam)
- All new and existing Members and Parish Clerks to attend SADC Code of Conduct training , 12 Sept, Harpenden.

Consultation responses on Business Rates retention and Open Public Spaces (deadline Sept) were deferred to the August Council meeting.

Councillors were ask to submit thoughts upon the County Council consultation on 'how will your child get to school' to the Clerk as soon as possible for inclusion in a consolidated response. Details and questions had been circulated, deadline for reply was 15 August. It was noted that all the services that serve the village were category A meaning they were not proposed to be withdrawn. However, where there were surplus seats not required by those with statutory entitlement the rules would change. The buses would no longer accept fares on the day – children/young people would be required to obtain pre-paid tickets and not be able to use the Herts Saver Card. The threshold for requiring payment for the journeys would also be means tested.

- Resolved**
- 1 To approve the Clerk's attendance at the SLCC Annual Conference (£365 early bird rate) .**
 - 2 To approve the Deputy Clerk's to attendance at HAPTC Finance for Councils (£30)**
 - 3 To approve the councillors' attendance at HAPTC Finance for Councils (£30pp)**
 - 4 To approve Councillor Woodhams attendance at Play areas safety inspection (£160)**
 - 5 All new and existing Members and Parish Clerks to attend SADC Code of Conduct training, 12 Sept**

Cllr Clark took the chair for planning matters.

2103-11 Planning Matters including consultation on change of use in Planning System

As part of the Plan for Growth, the Government announced that there would be a review of how change of use is handled in the planning system. The key aim of this review was to look at the scope for further liberalisation and how we might remove the barriers to change of use to help facilitate growth. This paper was the first stage of that review and was intended to promote discussion and serve as an invitation to interested parties to submit evidence of any issues with the operation of the current system and areas for possible change. A draft response had been circulated.

The Chairman declared a personal and prejudicial pecuniary interest if this matter were discussed as he owned a High street property potentially affected by this. In light of the latest of the hour and deadline for submission (1 September 2011) he proposed that consideration of this be deferred to the August council Deadline 1 Sept 2011. Members agreed to defer this item.

Under delegated powers (minute 1114-10) decisions made – recommendation of no objection:

5/11/0648	Verge opposite 2 Gustard Wood, Wheathampstead	10 metre high vent column
5/11/1482	The Old Rectory, King Edward Place,	Listed Building Consent – Replacement timber windows
5/11/1134	Overstrand, The Hill, Wheathampstead	Extension of time limit for implementation of planning permission 5/2007/1777 dated 10/09/2007 granted at appeal for loft conversion with two rear dormer windows
5/11/1162L B	Maxfield House, 17 Gustard Wood,	Listed Building Consent – Removal of timber floor finish, application of damp proofing and new tiled finish.
5/11/1005	15 Brownfield Way, Gustard Wood	Extension of time limit for implementation of planning permission 5/2008/1080 for demolition of garage and car port and erection of part single, part two storey side and rear and single storey front extensions and alterations to roof and openings
5/11/1236	46 The Broadway, Gustard Wood, Wheathampstead	First floor side and rear extension
5/11/1326	12-13 Gustard Wood, Wheathampstead	Single storey rear extension (resubmission following refusal of 5/2011/0355)

5/11/1327	12-13 Gustard Wood, Wheathampstead	Single storey rear extension and alterations to openings
5/11/1421	15 Dawes Lane, Wheathampstead	Loft conversion with two side dormer windows and rooflights
5/11/1461	62 Necton Road, Wheathampstead	part single, part two storey side and rear extension and alterations to openings
5/11/1423	238 Lower Luton Road	Rear dormer window extension and alterations to openings.
5/11/1569	10 Croftwell, Harpenden	Single storey rear extension at first floor level

Under delegated powers (minute 1114-10) decisions made – recommendation of REFUSAL As the wall crosses into the buffer zone agreed on the planning permission for the site

5/11/1013	Plot 65, Former Wheathampstead Education Centre	Erection of 1.8 m wall with timber gate
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Under delegated powers (minute 1114-10) decisions made – recommendation of REFUSAL Overdevelopment of site

5/11/1284	The Folly, 153 Lower Luton Road Wheathampstead	Erection of three, four-bedroom two storey terraced dwellings (amendment to 5/2010/0473)
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Under delegated powers (minute 1114-10) decisions made – recommendation of REFUSAL Overdevelopment in the Green Belt

5/11/1615	Dane Farm, Bower Heath, Harpenden	Single storey rear extension, demolition of detached garage and removal of boiler house (resubmission following refusal of 5/2011/1069)
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The following plans were considered

5/11/1560	Dane Farm, Heath Harpenden	Spring Bower Lane, Harpenden	Prior approval – construction of agricultural building
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Councillor Begg proposed, seconded by Councillor Hills that the Parish Council's response to SADC be no objection.

Recommendation

No objection

5/11/1606	116 Hill, Wheathampstead	Brewhouse	Side & rear extension and alteration to openings
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Councillor Clements DECLARED a personal interest in this application (neighbour) and took no part in the discussion.

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

Recommendation

No objection

5/11/1549 & 5/11/1622C A	Hyde House, Firs Drive, Gustard Wood, Wheathampstead	Two storey side extension, raising of roof to create second floor accommodation, front dormer windows and alterations to openings following demolition of existing extensions
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Councillor Brewster DECLARED a personal interest in this application (neighbour) and took no part in the discussion.

Councillor Begg proposed, seconded by Councillor Shardlow that the Parish Council's response to SADC be refusal on the grounds that The application is out of scale and character with other dwellings in the street scene; the design fails in compatibility with the roof form of the original building; it is felt that the amenity of adjoining properties could be harmed. SADC Local Plan Policy 72 refers

Recommendation

REFUSAL

The application is out of scale and character with other dwellings in the street scene.

The design fails in compatibility with the roof form of the original building.

It is felt that the amenity of adjoining properties could be harmed.

Policy 72 refers

Cllr Begg took the Chair

2104-11 Queen's Jubilee June 2012

Members had been asked to consider whether and how to commemorate the event in June 2012. The Chairman proposed, and it was agreed that the results of the responses from the Village Day consultation (Minute 2016-11) plus any subsequent suggestions would be discussed at a later meeting.

Resolved

To defer discussion to a future Council meeting

2105-11 Accounts for Payment

The revised schedule of accounts for payment in July 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 July 2011 schedule amounting to £22,289.69**

2021-11 Requests

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

- 10k (referred from June Minute 2021-11)
- **Folly residents' bonfire request**

The Chairman proposed and it was agreed to

- permit the Folly Residents' Association bonfire request (subject to provision of risk assessment and insurance)
- Clerk to respond to the 10 k request advising the current advertised fee structure.

Resolved

- 1 To permit Folly Residents' Association Bonfire request (subject to provision of risk assessment and insurance),**
- 2 Clerk to respond to the 10k request and to advise the current advertised fee structure**

2022-11 Reports from Councillors on Meetings Attended

Councillors Johnston and Clark had previously circulated reports on the St Albans Association of Local Councils Meeting and WEB meeting respectively. Councillor Clements circulated an additional note to the SADALC meeting at which he had stepped down as chairman.

Resolved **To note the report**

The Chairman declared the meeting closed at 23.15h.

Dated this **day of** **2011**

Chairman