

Wheathampstead Parish Council

24 September 2009, 19.30h

Present	Councillors:	I Begg	Chairman
		J Burgess	
		G Clark	
		N Clements	
		D Hills	
		N Page	
		T Reason	
		K Stammers	
		J Turner	
		S Walford	
		A Waterfield	
		Julia Warren	Clerk to the Parish Council
		Press	0
		Public	9

559-09 APOLOGIES

All present .

560-09 PUBLIC SPEAKING

Mr R Adams spoke about his correspondence with the Planning Inspectorate regarding the Education Development site. He outlined his concerns for any archaeological relics at the site.

Mr Gatward reiterated the thoughts previously given both verbally and in writing to the Memorial Hall Committee on 3 September. He believed that the recycling facility was unsightly and intrusive, especially in the new trial position and also unnecessary as St Albans District Council provided excellent recycling facilities through the village

561-09 SPECIFIC DECLARATIONS OF INTEREST

Councillor Clark declared a personal interest in Minute 577-09, as she is on Plans North of the District Council Planning Authority. The way she votes at Parish Council will not necessarily be the way she votes at District Council.

Councillor Stammers declared a personal interest in Minute 567-09 as family members are girl guides.

Councillor Begg declared a personal interest in Minute 577-09 application 5/09/1766 (10 the Hill) as the applicant was a former tenant.

562-09 MINUTES OF COUNCIL

The Minutes of the meetings held on 27 August 2009 were approved

Resolved: To confirm the Minutes of the meetings held on 27 August 2009 to be a true and fair account and for these to be signed by the Chairman.

563-09 MINUTES OF COMMITTEE MEETINGS

The following committee reports were received and receipted:

Pump Committee	3 September 2009
Memorial Hall Management Committee	3 September 2009
Personnel Committee	22 September 2009

In receiving the draft minutes of the Memorial Hall Committee of 3 September Members noted the updated report from the Clerk regarding recycling facilities

In receiving the draft minutes of the Personnel Committee of 22 September Members noted that the recommendations would be taken in closed session due to the confidential nature of matters to be discussed (Minute 580-09).

Resolved:

To receipt the Minutes noting the updated reports of

Pump Committee	3 September 2009
Memorial Hall Management Committee	3 September 2009
Personnel Committee	22 September 2009

564-09 RECYCLING BINS

The experimental repositioning of the recycling bins in the Memorial Hall car park had been discussed at Minute 534-09. This had been referred to full Council for consideration and was discussed at length. Members deliberated on the need for the facilities, their specific location, and how neighbouring councils managed their services. The consensus was that a change in number of bins and location was required, but a timescale was not agreed pending further information from SADC particularly in relation to future facilities on the Hill Dyke Estate. It was noted that both personal and commercial use was apparently being made of the facilities, concerns were raised over business use.

Councillor Turner put forward the motion that the Parish Council advise SADC that it would be removing its permission for the use of the Memorial Hall Car Park as a location for recycling bins, and that these bins should be removed by 31 December 2009 at the latest.

Councillor Page's amendment 'subject to consultation' was not accepted.

The motion was NOT carried.

Members considered that additional factual information should be ascertained prior to decisions to remove the facilities. The chairman put forward a motion to delay making a decision until all relevant information had been obtained and considered. This was carried.

- Resolved:**
- 1 To invite the Head of Environmental and Regulatory Services to the next Council Meeting**
 - 2 To consider the recycling facilities at the Memorial Hall once information obtained from SADC**

Post meeting note: due to annual leave the Head of Environmental and Regulatory Services was unavailable for the October meeting but agreed to attend in November 2009.

565-09 VILLAGE DAY 2010

2010 marks the 950th anniversary of the Wheathampstead Charter being granted by Edward the Confessor to the Abbey of St Peter at Westminster. Council was asked to consider whether Village Day 2010 should be a more extensive celebration than in previous years, and to seek election of a Village Day Committee Chairman for 2010.

Under Standing Order 70 County Councillor Maxine Crawley, present at this meeting, confirmed that village wide celebrations for the 2010 Village Day may be an appropriate consideration for her 'locality grant.'

- Resolved**
- 1 To elect Councillor Waterfield Chairman of the Village Day Committee**
 - 2 That the Village Day Committee consider events such as a firework display and musical evening.**
 - 3 That the Village Day Committee consider applying for the locality grant**
 - 4 That the Village Day Committee set up a working group for 2010**

566-09 WEB (WHEATHAMPSTEAD FOR ENTERPRISING BUSINESSES) REQUEST

A request, as circulated, had been made by WEB for storage. Council was considered a number of locations including the Memorial Hall, Forge and Butterfield Road changing pavilion. None appeared suitable for WEB's requirements and Members believed they were unable to assist at this point of time.

Resolved: Clerk to write to WEB expressing regret that no suitable storage facilities were available

567-09 GUIDES REQUEST

Members were asked to consider the letter previously circulated from the 1st Wheathampstead Guides regarding their use of the Memorial Hall including storage facilities. It was agreed that this required consideration by the Memorial Hall Committee as part of its review of storage more generally

Resolved: Clerk to advise 1st Wheathampstead Guides that this would be referred to the next Memorial Hall Committee

568-09 SCOUTS REQUEST

Members were asked to consider the letter from the 1st Wheathampstead Scouts regarding planning permission for the storage unit at the Scout Hut in Meads Lane. It was noted that the Scouts paid ground rent so ownership of the land would be protected for the Parish Council. As landlords no objection to a planning application at this stage was for seen, subject to necessary approvals from the Planning Authority

Resolved: Clerk to write to 1st Wheathampstead Scouts stating that as landlords WPC did not at this point object to their seeking planning approval for the container unit

569-09 REMEMBRANCE DAY 2009

Members were asked to consider the purchase of a poppy wreath for Remembrance Day 2009 (LGA 1972 s137 applies).

Resolved: To purchase a poppy wreath for Remembrance Day 2010

570-09 SUBSCRIPTION TO DIS

Members were asked to consider subscribing to the Direct Information Service (DIS) from NALC (Minute 514-09) (LGA 1972 s111 applies).

Resolved: To consider subscribing to this at the budget meeting.

571-09 SUBSCRIPTION TO PARISH ONLINE

Members were asked to consider subscribing to this mapping service. The Clerk expanded upon the written report previously circulated and confirmed that neighbouring Kimpton PC would also be subscribing. This service would enable mapping of all council owned property and land, and be a useful tool when considering planning applications (LGA 1972 s111 applies).

Resolved: To subscribe to Parish Online at an annual cost of £70

572-09 PLANNING CONSULTATION – EMERGING CORE STRATEGY

Members were asked to consider a corporate response to the Local Development Framework planning consultation on 'Shaping Our Community'. A variety of responses had been circulated. It was agreed that subject to no further amendment the Clerk forward them by the deadline of 28 September as separate entities for the consultation process

Resolved: Clerk to forward response

573-09 PARISH CHARTER

A response to St Albans District Council regarding the draft Parish Charter had been requested. Details including St Stephen's PC response had been circulated. Councillor Clements reported that this had been discussed at the St Albans Association of Parish and Town Councils. It was agreed that a sub committee comprising councillors Brewster, Clark and Clements together with the Clerk submit a response on behalf of WPC.

Resolved: That a Subcommittee of councillors Brewster, Clark and Clements together with the Clerk submit a response for WPC

574-09 VOLUNTEER ASSISTANCE

Councillor Burgess was thanked for the voluntary projects he had undertaken including renovation of benches and painting.

As agreed at minute 460-09 a template for small projects had been circulated for consideration and approval. Projects submitted through this process would be considered and approved by Council/appropriate committee, or delegated to Chairman and Vice chairman of Council/Committee plus Clerk if time constrained.

David Johnston and a group of volunteers had suggested clearing the overgrown vegetation from the former station platform to reveal this piece of village history.

Resolved:

- 1 To approve the project template and process**
- 2 To set up a site visit at the former railway station with Councillor Page and volunteers week commencing 28 September**

575-09 AUDIT

Members were asked to approve the amendments to the Annual Return as agreed with BDO Auditors following the write-off of £538 approved at minute 519-09.

Resolved: **To approve amendments to the Annual Return as agreed with BDO Auditors and that these be initialled by the Clerk.**

576-09 ACCOUNTS FOR PAYMENT

The schedule of accounts for payment amounting to £ 16,162.48 had been circulated.

The payment to Neptune Outdoor furniture was queried as Minute 455-09 approved the purchase of one bench for Nomansland and refurbishment of benches at Nomansland, Old 16th Green and East Meads total approximating £835. Councillor Page explained that both existing benches at Nomansland had been successfully refurbished so a new bench had been located at Melissa Field. Refurbishment costs were dependent upon work involved. Council approved the invoice for a new bench at Melissa Field, refurbishment of benches at Old 16th Green, East Meads and Nomansland and resiting of one seat on Marshalls Heath

Resolved:

- 1 To approve the invoice for £1,284 +vat to Neptune Outdoor Furniture Ltd**
- 2 To pay the accounts per September 2009 schedule amounting to £16,162.48 Nett**

Councillor Burgess left the meeting

577-09 PLANNING

Councillor Clark, as chairman of Planning Committee, took the chair for this Minute.

The following plans were considered:

5/09/1144	St Albans High School for Girls, Wheathampstead House, Codicote Road	Erection of pergola
5/09/1738	2B East Mount, Wheathampstead	Rear conservatory
5/09/1718CE	6 Burton Close, Wheathampstead	Certificate of Lawfulness (existing) – Front porch
5/09/1773	6 Cherry Tree Lane, Wheathampstead	Demolition of side extension and erection of single storey side and rear extension (amendment to planning permission 5/08/20037 dated 22/10/2008)

Resolved: **Recommendation: No objection**

5/09/1766	10 The Hill	Two storey rear extension
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Resolved: Recommendation: **NO OBJECTION**
So long as the integrity and stability of footpath (FP48) to the rear of the property is maintained.

5/09/1567	88 Marford Road	Vehicle crossover
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Resolved: Recommendation: This is a steep north facing slope **No Objection** as long as highways engineers approve

The following plans were considered

5/09/1719	36 Brewhouse Hill	Vehicle crossover and driveway
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Resolved: **Recommend Approval**

578-09 ADDITIONAL TIME

Resolved: **To approve additional time to complete agenda items as the time approached 22.30**

579-09 REPORTS FROM COUNCILLORS ON MEETINGS ATTENDED

Councillor Begg reported on the NALC conference 'Putting People First' attended by Chairman and Clerk. Representatives of many town and parish councils were present.

It presented a useful networking opportunity with a plethora of exhibitors to permit familiarisation with, and comparison of, products and services available to parish councils.

A lighthearted debate, with serious undertones, considering the way parish councils work and their fitness for purpose concluded the Friday sessions. The need for change was emphasised.

Satellite sessions covered issues as parish councils' role in assisting the community through recession, participatory budgeting and planning.

Councillor Brewster reported on her attendance at the SALTEX exhibition at Windsor with the Clerk. This had provided a valuable opportunity to view and try out, in particular, play facilities. She further reported that she had won the lucky draw for a flymobile roundabout. This was received on behalf of WPC (LGA 1972 s139) and would benefit children from around 8 years through their teens.

Council resolved to approve mileage claims, as advised by HAPT at a rate of 40p per mile, for councillor travel on parish approved business outside the parish boundaries. For councillor Brewster this meant from Wheathampstead-Sandridge boundary to Windsor return.

Councillor Clements reported on a number of meetings including regarding Christmas lights, with HAPTC, highways and the St Albans Association of Local Councils. At this latter meeting he and the Clerk were advised of the Vibrant Towns grant available through HCC for innovative projects which would generate additional footfall and benefit the economy.

- Resolved**
- 1 To note the reports**
 - 2 To approve councillor mileage expenses at 40p per mile for approved travel beyond the parish boundaries**

580-09 EXCLUSION OF PRESS AND PUBLIC

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

581-09 PERSONNEL MATTERS

The minutes of the Personnel Committee of 22 September were discussed, including approval of job descriptions and contracts for cleaner/caretaker and deputy clerk to the Council. It was agreed that Mrs Casper be appointed deputy clerk with effect from 1 October 2009.

It was noted that as staff were now paid by bank standing order these would need amendment.

- Resolved**
- 1 To approve contracts and job descriptions for cleaner/caretaker and deputy clerk to the council**
 - 2 That Mrs Casper's appointment as deputy clerk be effective from 1 October 2009**
 - 3 That bank standing orders for salary payment be amended**

Councillor Stammers left the meeting.

582-09 MARFORD PLAYING FIELDS TREES

A petition had been received from a number of residents of the west side of Necton Road whose gardens faced the Marford Playing Fields between the car park and tennis club. They requested the removal of predominantly horse chestnut trees. Councillor Page had visited the complainants and also conducted a site visit with the District Arborist. From an amenity viewpoint the trees formed an important screen separating the Marford Field from the Necton Road properties. This screen enhanced the rural appearance of the Marford Field to users. It also screened noise, nuisance and light from the field for the benefit of Necton Road residents. Councillor Page considered that it was generally agreed that a tree screen along this line was desirable, the only issues were the quality of the present screen and the best way to achieve a successful planned maintenance regime.

It was agreed that those councillors available meet on site to consider further the trees and report back to Council.

- Resolved**
- That Councillor Page meet with those councillors available on site during the week commencing 28 September to further consider a maintenance programme and report back to Council/Rights of Way and Commons Committee**

The Chairman declared the meeting closed at 22.43.

Dated this day of 2009

Chairman