

**LONDON COLNEY PARISH COUNCIL**  
**MINUTES OF THE COUNCIL MEETING HELD IN THE SPORTS PAVILION, MORRIS**  
**PLAYING FIELD, ON FRIDAY 4 DECEMBER 2015, COMMENCING AT 7.00pm**

MINUTE NO.	DETAIL	ACTION
	<p><b>PRESENT</b>            Councillors: M. MacMillan (in the Chair), C Flynn, K Gardner, J Hopkins, N Mahony, A Osborne, H Pakenham, J Quagliozi, D Gordon (with apologies for late arrival 8.24pm)</p> <p><b>IN ATTENDANCE</b>            Mrs I Casper Parish Clerk</p> <p>3 members of the public</p> <p>PC Pete Austin &amp; PCSO Kirsty Gilling</p>	
	<p>The evening had begun at 6.30pm with festive refreshments. The Chairman welcomed members of the public and Councillors.</p>	
<p style="text-align: center;"><b>227/15</b></p>	<p><b>DECLARATIONS OF INTEREST</b></p> <p>No declarations were made.</p>	
<p style="text-align: center;"><b>228/15</b></p>	<p><b>APOLOGIES</b></p> <p>Apologies for late arrival were received and accepted from Councillor D Gordon.</p>	
<p style="text-align: center;"><b>229/15</b></p>	<p><b>MINUTES.</b></p> <p>The minutes of the meeting of the Parish Council held on 6 November 2015 which had been previously circulated were taken as read and it was <b>resolved</b> that the minutes be approved and signed by the Chairman as a true record of that meeting.</p>	
<p style="text-align: center;"><b>230/15</b></p>	<p><b>MATTERS ARISING</b></p> <p>a) <b>Update from SADC on the Cotlandswick Leisure Centre</b>            Apologies had been received from Mr Shwe (SADC), there being no other officer available to</p>	

	<p>attend this meeting the item is deferred to the January meeting.</p> <p><b>b) Update on the crossing at St Anne’s Road</b> Councillor Gordon had had a site meeting with Mr Hollinrake (HCC), the costs of reinstating the white lining will be £540. Councillor Gordon will use funds from her Locality Budget to expedite this work.</p> <p><b>c) Update on the overgrown land adjacent to Glebe allotments</b> The Chairman had written to the St Albans Diocesan Board of Finance regarding the overgrown land adjacent to Glebe allotments. A letter of response had been circulated to all members. Members were extremely disappointed with the response which informs the Council that the land will not be cut back until 2016 (last cut 2014). It was agreed that a two year programme is insufficient. It was agreed to invite a members of the SADBFB to a meeting with the Chairman.</p> <p>A member of the public had written to the Chairman on this subject and Councillor MacMillan will arrange to meet him.</p>	
<p><b>231/15</b></p>	<p><b>CORRESPONDENCE</b></p> <ol style="list-style-type: none"> <li>1. Noted receipt from Broxbourne Borough Council details of Hertfordshire Police and Crime Panel: next meeting to be held on Thursday 12 November 2015</li> <li>2. Noted receipt of Message from Sarah Wren, Chief Executive for Hertfordshire Independent Living Service - Meals on Wheels Week 2015 - 9-15th November 2015</li> <li>3. Noted receipt from HAPTC details of Highways Together Question Time Friday 20th November 12-1.30pm</li> <li>4. Noted receipt from SADC REMINDER - Advanced Planning 2 Seminar on Tuesday 10th November - 7pm - 9pm</li> <li>5. Noted receipt from Agrivert - odour reports</li> <li>6. Noted receipt from SADC details of Urban and</li> </ol>	

	<p>Potential Small Scale Green Belt Changes and Housing Capacity</p> <ol style="list-style-type: none"> <li>7. Noted receipt from TRO8700 Temporary Closing of Morris Way, London Colney</li> <li>8. Noted from SADC Watercourse maintenance programme 2016/17 and consultation event</li> <li>9. Noted receipt from HCC – Details of Hertfordshire Compact</li> <li>10. Noted receipt from Scouts and Leaders of 1<sup>st</sup> London Colney a thank you card for support received from LCPC towards their expedition</li> <li>11. Noted receipt of a letter re the road surface in front of the Green Dragon the River Colne.</li> </ol>	
<b>232/15</b>	<p><b>COMMUNITY SAFETY REPORT</b></p> <p>PC Austin had informed the Clerk that the police may be late in arriving. Agreed that this item will be moved down the agenda and taken when the police arrive.</p>	<b>CLERK</b>
<b>233/15</b>	<p><b>QUESTION TIME</b></p> <p>The Chairman suspended Standing Orders and invited members of the public to ask questions.</p> <p>A member of the public reported that a case of arson had happened recently in the village.</p> <p>Mr Peak reported that people are sleeping overnight in cars in one of the car parks. There is a lack of housing in the village and he drew attention to a vacant building adjacent to the Sainsbury's site.</p> <p>Members discussed this building and Councillor Gardner said SADC are going to use the building for temporary accommodation for families in the interim before it is developed by Sainsbury's.</p> <p>It was agreed that the Clerk contacts SADC and informs the officers that people are sleeping rough in the car park.</p> <p>The matter will also be reported to the local PCSO's</p> <p><i>Councillor Gordon arrived during this item 7.24pm.</i></p> <p>Mr Copley asked for information on the refurbishment of the Tennis Courts and the falling over of the Christmas Tree.</p> <p>Tennis Courts - Works to the Courts are due to be finished in</p>	

	<p>the New Year. It was agreed that the Grounds Maintenance Manager will give a report on these works to the next PC meeting.</p> <p>Christmas Tree – Agreed the Chairman will investigate and report to members.</p> <p>Standing Orders were re-instated.</p>	
<p><b>234/15</b></p>	<p><b>COMMUNITY DEVELOPMENT MANAGER’S REPORT.</b></p> <p>In the Community Development Manager’s absence the Chairman presented a written report from the Assistant to the Community Events Manager. (Hard copies circulated round the table).</p> <p>All of the Council events held in November had been successful and the Chairman said it was good news that the events organized by the Council are in demand.</p> <p>Forthcoming events to note are:</p> <ul style="list-style-type: none"> <li>i) Children’s Christmas Party – Sunday 6 December.</li> <li>ii) Carol Singing at Sainsbury’s on 16<sup>th</sup> and 17<sup>th</sup> December 6.30pm – 8pm.</li> <li>iii) Children’s Pantomime – ‘Mother Goose’ on Sunday 17 January</li> <li>iv) Burns supper on Saturday 23 January.</li> </ul> <p><b>The report and November finances were noted</b></p>	
<p><b>235/15</b></p>	<p><b>GROUNDS &amp; MAINTENANCE MANAGER’S REPORT</b></p> <p>In the absence of the Grounds Maintenance Manager the Chairman presented the report which had been previously circulated.</p> <p>It was noted that a rotivator will be purchased in the New Year.</p> <p>On the day of the Christmas Lights Up the wind was very strong and blew the LCPC owned gazebos over. Two were damaged beyond repair.</p> <p>The Christmas Tree also fell in the wind. (See minute 233/15).</p> <p>Caledon Community Centre – A few years ago Consultants surveyed the building and It was agreed to re look at the report.</p>	

	<p>It was agreed that a schedule of maintenance works completed and outstanding was kept.</p> <p>Members agreed to the planting of 4 new trees and that this item goes to the Environment and Neighbourhood Committee.</p> <p>It was agreed that the Environment and Neighbourhood Committee look at the feasibility of planting a Christmas Tree.</p> <p>Trees on the High Street – It was agreed that the Clerk writes to Mr Branch (SADC) regarding replacement of the trees that were chopped down by SADC contractors.</p> <p>It was noted that Mr Waters (Agrivert) is looking for environmental projects in the village to support.</p> <p>The report was noted.</p>	
<p><b>236/15</b></p>	<p><b>GRANTS</b></p> <p>Members reviewed a grant request from St Peter’s Church to help with the upkeep of the village churchyard.</p> <p><b>Proposed and resolved:</b></p> <ul style="list-style-type: none"> <li><b>i) A grant of £250 is paid out of this year’s budget with another payment of £250 in April from the 2016 /17 budget</b></li> <li><b>ii) A meeting is arranged between the Chairman of the Council and the Vicar to discuss the situation.</b></li> <li><b>iii) <i>It should be suggested to the church that they form a committee to manage the upkeep of the churchyard to form a sustainable solution but that ground-staff may be asked to step in once or twice a year</i></b></li> </ul>	
<p><b>237/15</b></p>	<p><b>Welcome Pack for New Councillors</b></p> <p>A welcome pack for new councillors was circulated round the table.</p> <p>It was agreed that Councillor Flynn reviews the contents of the pack and reports back to the council at its next meeting.</p> <p>Members were also asked to forward (by email) any suggested amendments to Councillor Flynn and the Clerk.</p> <p>It was agreed that the Clerk circulates a template for names, addresses and emails for the parish magazine.</p>	

	<i>PC Pete Austin and PCSO arrived 7.50pm</i>	
<b>238/15</b>	<p><b>Staff Handbook</b></p> <p>Copies of the Staff Handbook were circulated. It was agreed that members forward any comments and amendments to the Clerk for final approval in January.</p>	
	It was agreed to take the Community Safety Report as the next item.	
<b>239/15</b>	<p><b>COMMUNITY SAFETY REPORT</b></p> <p>PC Pete Austin and PCSO Kirsty Gilling attended the meeting and PC Austin gave a verbal report.</p> <p>This evening police had been involved in a fly tipping operation in conjunction with officers from the Environment Agency to check trade waste licenses. Four cases are going forward to be processed.</p> <p>Councillor Gordon had put this item forward at a Police Priority Setting Forum.</p> <p>This is the season for burglaries and there has been a spike in these crimes in Hertfordshire as a whole. PC Austin reminded members and the public to be mindful of the basic prevention tips.</p> <p>PCSO Gilling advised people to close their curtains at night and avoid putting presents under the tree if they can be seen through windows.</p> <p>OWL – This system is connected to Neighbourhood Watch and PC Austin advised people to sign up to OWL and left some forms with the Clerk.</p> <p>Councillors MacMillan and Gordon had met Mrs Cane the new Neighbourhood Watch Coordinator for London Colney.</p> <p>Pc Austin will investigate the rough sleepers in the car park and the report of drug dealing in a different area of the village.</p> <p>The Chairman thanked PC Austin and PCSO Gilling for attending the meeting.</p>	

<p><b>240/15</b></p>	<p><b>FINANCE</b></p> <p><b>a)To receive and approve expenditure since the last Council meeting.</b> Members reviewed the expenditure since the last Council meeting item by item.</p> <p><b>Proposed and resolved that the expenditure since the last Council meeting is approved.</b></p> <p><b>b) To review the Year to date Income and Expenditure against budget.</b> Members reviewed the year to date Income and Expenditure against budget. It was agreed that the Clerk investigates if the Christmas rope lights can be installed at Haseldine Road.</p> <p><b>Proposed and resolved that the Year to date Income and Expenditure against budget is approved.</b></p> <p><b>c) To receive the Interim Report 2015/16 from the Internal Auditor.</b> Members reviewed the Interim Report 2015/16 from the Internal Auditor</p> <p><b>Proposed and resolved that the Interim Report 2015 /16 from the Internal Auditor is received and noted.</b></p> <p><b>d) To receive and consider a draft budget for 2016 /2017.</b> Members reviewed a draft budget for 2016/2017, Councillor Gordon talked through the budget which gives a slight increase of 2.9% on the precept which is proposed at £234160. The increase is mainly to maintain the LCPC owned buildings. Members were asked to contact Councillor Gordon or the Clerk if they had any amendments to the budget. Councillor Flynn advised members that he had negotiated a rate discount with SADC in 2009 and he offered to write to the district council about the rate for the Caledon Community Centre. It was agreed that Councillor Flynn writes to the District Council over this matter but that the clerk would also follow up the matter. The Chairman proposed using monies from balances to implement some maintenance works at the Caledon Centre</p>	<p><b>CLERK/BOOKEPER</b></p>

	<p>and Morris Way Pavilion.</p> <p>The Clerk had received details from SADC of the Grant from District to Parishes re LCTS.</p> <p>There are two options:  Option 1 giving a grant of £27643  Option 2 giving a grant of £29074</p> <p><b>Proposed and resolved:</b></p> <ul style="list-style-type: none"> <li>i) <b>The draft budget 2016 2017 giving a precept of £234160 was accepted and will be put before the Council for approval in January.</b></li> <li>ii) <b>Monies from balances are to be used for maintenance works at the Caledon Centre and Morris Way Pavilion</b></li> <li>iii) <b>The Clerk to inform SADC that the Council prefer Option 2 of the Grant from District to Parishes - £29074.</b></li> </ul>	
<p><b>241/15</b></p>	<p><b>TOWN PLANNING MATTERS</b>  <i>Councillors K Gardner and D Gordon declared a non-pecuniary interest in minute 240/15 both being District Councillors who sit on the planning committee.</i></p> <p>Current applications  The following decisions will be forwarded to SADC Planning Dept.</p> <p>5/2015/2906 - Discharge of Conditions 3 (tree/natural feature protection), 4 (protection of trees) and 5 (retention of hedges/hedgerows) of planning permission 5/2015/0608 dated 21/04/2015 for Two storey side and rear extension and single storey front extension at 349 High Street London Colney Hertfordshire AL2 1EA  <b>Proposed and resolved – Objection. Conditions are set for a purpose. Conditions to be kept rather than discharged.</b></p> <p>5/2015/2960 - Partial garage conversion, loft conversion to include two bullseye windows and bifolding doors to rear at 29 Farm Crescent London Colney, Hertfordshire AL2 1UG  <b>Proposed and resolved – No comment</b></p>	<p><b>CLERK</b></p>
<p><b>242/15</b></p>	<p><b>MINUTES</b></p> <ul style="list-style-type: none"> <li>a) The minutes of the Finance Committee of 11 November 2015 were received and noted.</li> <li>b) The minutes of the H R Committee of 18 November 2015</li> <li>c) The minutes of the Events and Community Committee</li> </ul>	

	<p>of 23 November 2015 were received.  <b>Proposed and resolved that all the recommendations including Item 5 to support the Over 50's Exercise Class for the January to March tem 2016 at a cost of £400 were approved</b>  The minutes were then noted.</p> <p>d) The minutes of the Environment and Neighbourhood Committee of 24 November 2015 were received and noted.</p> <p>e) The minutes of the finance Committee of 1 December 2015 were received and noted.</p>	
<b>243/15</b>	<p><b>MEMBER ITEMS</b></p> <p>There were no members items received.</p>	
<b>244/15</b>	<p><b>Reports from local Councillors on other local authorities.</b></p> <p>Councillor Gardner reported that the draft SLP went before the Full District Council on Wednesday 2 December, it will go out for consultation in 2016.</p> <p><i>Three members of the public left the meeting 8.30pm.</i></p> <p>Councillor Gordon reported on St Albans on the move and there will be a consultation in January re Shenley Lane.</p> <p>Regarding implementing a 20mph speed limit, it is general practice in Hertfordshire that Councillors pay for surveys and works involved.</p> <p><b>The verbal reports were noted.</b></p>	
<b>245/15</b>	<p><b>EXTERNAL MEETINGS</b></p> <p>Councillor MacMillan had attended a meeting of the Agrivert Liaison Committee. Recently there has only been one month when odours were not controlled. Mr Waters has invited Councillor MacMillan to look around the site.</p>	
<b>246/15</b>	<p><b>IT WAS RESOLVED TO EXCLUDE</b> the Press and the public from the following item in accordance with the Public Bodies (Admissions to Meetings) Act 1960.</p> <p><b>Staffing</b>  Members discussed staffing matters.</p>	

<b>247/15</b>	<b>NEXT MEETING</b>  The next meetings of the Council will take place on Friday 8 January 2016 at the Morris Pavilion, White Horse Lane, London Colney.  There being no other business the Chairman closed the meeting at 9.07pm.	
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