

**LONDON COLNEY PARISH COUNCIL**  
**MINUTES OF THE ANNUAL COUNCIL MEETING HELD IN THE SPORTS PAVILION,**  
**MORRIS PLAYING FIELD, ON FRIDAY 7 JULY 2017, COMMENCING AT 7 pm**

MINUTE NO.	DETAIL	ACTION
	<p><b>PRESENT</b>            Councillors: M MacMillan (Chair), K Gardner, D Gordon, H Pakenham; A. Osborne; J Quagliozi; C Flynn &amp; N Mahoney</p> <p><b>IN ATTENDANCE</b>            Lionel Thatcher, Locum Parish Clerk &amp; Jean Addington, Book Keeper</p> <p>The Chairman welcomed everyone to the meeting.</p>	
131/17	<p><b>APOLOGIES</b>            Apologies were received from Councillor J Hopkins, who had a hospital appointment.</p>	
132/17	<p><b>DECLARATIONS OF INTERESTS</b>            None other than those previously reported.</p>	
133/17	<p><b>MINUTES</b> of the Council meeting held on 2 June 2017 were read, approved and signed as a true record of that meeting, subject to it being noted that Councillor Gordon did give her apologies.</p>	
134/17	<p><b>MATTERS ARISING</b> from the minutes.            Napsbury Pavilion streetlight and CCTV.            The Locum Clerk reported that the CCTV had been installed, but it was not as ordered. The contractors appear to have installed a temporary system which does not cover the areas required. The Grounds and Maintenance Manager will meet with them in order to resolve the matter.</p>	<b>GMM</b>
135/17	<p><b>CORRESPONDENCE</b>            A letter has been received (attached) from Mr Ken Peak of London Colney Village Concern expressing his disquiet at development in the village.            Councillor Gordon said that St Albans District Council is, of course, the planning authority but if there are any queries then she is happy if people approach either her or Councillor Gardener, both members of this Council and St Albans District Council or Councillor Mary Maynard.            Councillor Pakenham will speak with Mr Peak  <i>Councillor Mahoney joined the meeting</i></p>	

136/17	<p><b>COMMUNITY SAFETY REPORT</b>  Unfortunately no PCSOs were available to attend tonight's meeting, but they had contacted the Clerk and provided a 'phone number where anyone could reach them, should there be any enquiries for them.</p>	
137/17	<p><b>QUESTION TIME</b>  No members of the public were present</p>	
138/17	<p><b>COMMUNITY MANAGER'S REPORT</b>  The Chairman read the report, which had been circulated. The major event had, been Larks in the Parks last weekend. This had been a tremendous success and been held in good weather. The attendance was better than previous years. Councillor Gardener queried the number of visitors quoted in the report at 12.15pm. It is shown as 150, but should that be 1500?  The Chairman thanked all for their hard work and said that he would like to provide the staff with a gratuity, particularly the grounds, office and bar staff. He was thinking of a total of around 10% of the profit which, he said, was some £3200. This was agreed.</p>	
139/17	<p><b>GROUNDS MANAGER'S REPORT</b>  The report has been circulated as a part of this bundle.</p> <p>Councillor Gardener said that there is a 'shed' or storage box by the river car park in which sandbags are stored. She is concerned that the area is overgrown and will be difficult to get at in a hurry.</p> <p>Councillor Gordon asked why the ice machine needed repair. The Chairman said that it is very slow and not working well. It needs looking at. Could ice be put into freezers in anticipation of busy events?</p> <p>Councillor Gordon said that the Caledon Centre needed outside repairs and improvements.</p> <p>Councillor Pakenham said that she and Councillor Hopkins had inspected Shenley Lane allotments on 25 June and that they were in good order.</p>	
140/17	<p><b>GRANTS</b>  No applications have been received.  The Locum Clerk said that the Scouts had asked what proportion of the receipts from the Firework Night they might receive and whether they could provide food.</p>	

	<p>Councillor Pakenham said that last time they didn't wish to be involved due to organisational problems.</p> <p><i>Councillor Quagliozi joined the meeting.</i></p> <p>Councillor Flynn was concerned about food and safety. The Chairman said that there are three organisations who receive 50% of the receipts and, if they provide 3 or 4 people as stewards, should receive £300 to £400. He said he didn't mind the Scouts providing food providing they met the required standards and had a risk assessment. We need to know what food they will be providing and must have an answer by the end of August.</p>	
<p><b>141/17</b></p>	<p><b>FINANCE</b></p> <p>The Book Keeper presented a statement of expenditure since the last meeting.</p> <p>Councillor Gordon mentioned item 4610 relating to Traffic Enforcement, which was considerably overspent. The Chairman said that this was due to a mix-up in communication with St Albans District Council which resulted in them providing many more hours of coverage than was required. The overspend will have to be covered from reserves.</p> <p>Councillor Gordon said that at the Car Parking Working Party of 4 July an agenda item asked for a report and there might be an opportunity to change, perhaps by sharing with other areas.</p> <p>Councillor Gardener said she has asked for up to date figures relating to the scooter part of the enforcement. Councillor Flynn said that we should get back a portion of the fines imposed and wondered whether two CEOs have to work together. Could they not go separate ways? The Chairman asked whether we could look at using them for 10 hours a week and Councillor Gardener enquired whether we could specify which hours they worked here.</p> <p>Councillor Gardener confirmed that item 5015 Entertainment does not yet include 'Larks'. Councillor Pakenham said she was disappointed at the amount raised at 'Larks' for tea and coffee, given the amount of work entailed.</p>	
	<p><b>Annual Governance Statement.</b></p> <p>The Locum Clerk read the statements and the form was completed and duly signed by the Chairman and Clerk.</p> <p>Annual Return</p> <p>The Clerk presented the Annual Return for 2016/2017 which was then signed by the Chairman and himself.</p>	

<p><b>142/17</b></p>	<p><b>PLANNING MATTERS</b>  The following applications were considered-</p> <p>5/2017/1639: 29 Manor Rd  Single storey rear extn. No comment</p> <p>5/2017/1641: 14 White Horse Lane – s/s side &amp; rear extn &amp; reposition front door. No comment</p> <p>5/2017/1531: Berkeley House, Barnet Rd  Convert offices to dwellings. Comment: Concerns over traffic &amp; insufficient parking.</p> <p>5/2017/1602: Berkeley House, Barnet Rd – variation of condition 2. Comment as above.</p> <p>5/2017/1688: 139 Shenley Lane – part single, part 2 storey front, side &amp; rear extn. No comment.</p> <p>5/2017/1629: 41 Harvey Rd  Single storey rear extn with rooflights. No comment</p> <p>5/2017/1741: 48 Collyer Rd  Single storey side &amp; rear extn with rooflights. No comment</p> <p>5/2017/1743 : 90 Napsbury Ave  Part single, part 2 storey rear extn. Alter openings, following removal of conservatory. No comment</p> <p>5/2017/206 High St – Single storey front, part single, part 2 storey rear extn, alter openings, replace roof tiles, roof lantern &amp; rendering. No comment.</p> <p>5/2017/1649: 62a Kings Rd  Loft conversion with dormer window. Recommend refusal due overdevelopment &amp; out of keeping with surroundings.</p> <p>5/2017/1791: 46 North Cottages, Napsbury  Part single, part 2 storey rear extn with rooflights. No comment.</p> <p>5/2017/1344: 93 Five Acres  Single storey rear extn, part single storey front &amp; side extn, new porch &amp; rooflights. No comment.</p> <p>Councillor Gordon reminded members that, should they have any concerns over any application, they can contact her or Councillor Gardener and ask them to have the application ‘called in’.</p>	
<p><b>143/17</b></p>	<p><b>MINUTES</b>  The minutes of the Finance Committee of 5 July were received.</p> <p>Several points arose –</p> <ul style="list-style-type: none"> <li>• Hanging Baskets. It was agreed to look at providing both hanging baskets/planters and free-standing ones.</li> <li>• The Chairman suggested naming the two rooms at the Caledon Centre ‘The Margaret Hopkins Suite’.</li> <li>• Where a discount in fees is applied to the benefit of charities, to record that discount as part of a grant to charities, at the year end.</li> </ul>	<p><b>CLERK</b></p>

144/17	<p><b>MEMBERS' POINTS OF INFORMATION</b></p> <p>The Chairman said that, together with Councillor Pakenham, the grounds and Maintenance Manager and the Locum Clerk, he had today visited the former Leisure Centre at Perham Way. Whilst much of the buildings would be of little use, there is one brick-built building and some land which could be used by this Council and he thought it worth pursuing.</p> <p>Clearly, the key to acquiring this will be the price and should the County Council obtain planning approval for residential development there, that will put it out of reach.</p> <p>It was agreed to approach a housing association as a possible partner and to consider an online petition in support of the purchase by this Council. Councillor Gordon will investigate the intentions of the County Council.</p> <p>Should purchase be feasible, then a loan could be raised by means of the Public Works Loan Board.</p>	
145/17	<p><b>REPORTS FROM COUNCILLORS ON OTHER AUTHORITIES</b></p> <p>Councillor Gordon referred to the County Adult Care Panel response to West Herts Hospital Trust regarding facilities in the west of the County. There was a great debate upon whether a new site should be found or whether Watford and St Albans sites should be refurbished.</p> <p>The attraction of an entirely new hospital is understandable, but if funding is not available to progress this, then patient services and safety will be put at risk.</p> <p>Councillor Gardener said that advice for residents of tower blocks was being produced.</p> <p>Councillor Pakenham said that fly tipping on garage block sites had been reported to St Albans District Council, but they are taking an awfully long time to board up garages.</p>	
146/17	<p><b>REPORTS OF EXTERNAL MEETINGS ATTENDED</b></p> <p>Councillor Pakenham will attend meetings of St Albans and District Association of Local Councils, but has not heard of any meetings recently. The Locum Clerk will investigate.</p>	Clerk
147/17	<p><b>IT WAS RESOLVED</b> to exclude the Press and public from the next item in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.</p>	
148/17	<p><b>REPORT OF WORKING PARTY RE s106 MONIES</b></p> <p>Councillor Gordon reported on a meeting between St Albans District Council officers, herself and members of the</p>	

	<p>Napsbury Residents' Association to discuss projects suitable for s106 expenditure.</p> <p>The Chairman expressed concern that this Council had not been consulted or included and said that in addition to needing a considerable amount of money to take forward the Perham Way project, should that come to fruition, he thought that some leisure/play facilities needed developing to the south of the village.</p>	
<b>149/17</b>	<p><b>APPOINTMENT OF TEMPORARY CLERK</b></p> <p>Councillor Pakenham said that interviews had been held and an offer made to one person, subject to references. However, the lady concerned had later telephoned and said that she did not think the job would suit her, so she declined the offer.</p> <p>There was discussion on the way forward and it was agreed to re-advertise with a closing date two weeks hence. The Locum Clerk will leave at the end of this month as he is opposed to the appointment of anyone with no local council experience as temporary Clerk.</p> <p>It was agreed to consider applications from current members of this Council's office staff</p>	
<b>150/17</b>	<p><b>NEXT MEETING</b></p> <p>The next meeting of the Council will be held at Morris Pavilion, White Horse Way, London Colney on Friday 8 September 2017, commencing at 7pm.</p> <p>There being no further business, the meeting closed at 2115 hours.</p>	

Signed: .....

Date: .....