

**LONDON COLNEY PARISH COUNCIL  
MINUTES OF THE COUNCIL MEETING HELD ON FRIDAY 12 JANUARY 2018  
SPORTS PAVILION, MORRIS PLAYING FIELD, 7PM**

MINUTE NO.	DETAIL	ACTION
	<p><b>PRESENT</b> Councillors: M MacMillan (Chair), K Gardner, H Pakenham, A Osborne, Cllr Quagliozi (arrived at 7.20pm)</p> <p><b>IN ATTENDANCE</b> Emma Payne, Clerk to the Council</p>	
01/18	<p><b>APOLOGIES</b> Apologies were received from Cllr Hopkins (health), Cllr Gordon (health) and Cllr Flynn (no reason was given).</p> <p>Cllr Mahoney was absent.</p>	
02/18	<p><b>DECLARATIONS OF INTERESTS</b> Item 226/17 – Cllrs Gardner declared a personal, non-pecuniary interest as a Member of St Albans District Council’s Plans South Committee.</p> <p>No other declarations were received that had not already been notified.</p>	
03/18	<p><b>MINUTES</b> The minutes of the Council meeting held on 1 December 2017 were received and approved as a true record of the meeting.</p>	
04/18	<p><b>MATTERS ARISING.</b></p> <p>a) <b>The London Colney Village Club</b> Members were advised that the London Colney Village Club is not showing as a registered charity with the Charities Commission but there is a registered company with Companies House called The London Colney Village Club (Property Holding) Limited. It was proposed and <b>RESOLVED</b> that:</p> <p><i>The Clerk make enquiries with the Charities Commission regarding the London Colney Village Club and it’s cessation as a charity.</i></p> <p><i>7.20pm – Cllr J Quagliozi arrived</i></p>	
05/18	<p><b>CORRESPONDENCE</b></p> <p>a) <b>1<sup>st</sup> London Colney Scouts - Request to use Walsingham Way Play Area</b></p>	

	<p>A request was received from 1<sup>st</sup> London Colney Scouts to use Walsingham Way Play Area for an event to celebrate the group's centenary on Saturday 16 June 2018. Members considered the request and approved the request. They asked that the Scout group provide the Clerk with public liability insurance and risk assessments before the event proceeded. It was also considered that a letter should be sent to residents who overlook the recreation ground advising them of the event and that a litter pick was undertaken when the event had concluded. A letter to the 1<sup>st</sup> London Colney Scouts congratulating them on their centenary will be sent by the Chairman. It was <b>RESOLVED</b> that:</p> <p><b><i>Permission is given to the 1<sup>st</sup> London Colney Scouts for the use of Walsingham Way Recreation Ground on Saturday 16 June 2018 for their centenary celebration.</i></b></p> <p><b>b) Inspiring Libraries: The Next Phase 2018-21</b> Members received correspondence from Herts County Council regarding the next phase of consultation on the future of the library service within the county. Members expressed concerns that this could be perceived as a cost cutting exercise. A response will be drafted by Cllr Pakenham and Cllr Gordon for ratification at the next meeting.</p>	<p>DG/HP</p>
<p>06/18</p>	<p><b>COMMUNITY SAFETY REPORT</b> PCSO Debbie Daniels presented a verbal report to the meeting. PC Holly Bird will attend the next meeting. The Safety Neighbourhood Team had attended several schools to talk about road safety about children riding their bikes on the road without helmets which had been well received. There will be a follow up in a couple of months. Things had been quiet over Christmas and the New Year period.</p> <p>The Priority Setting Forum had identified speeding as a priority and this will be addressed in Barnet Road. The dates for the PSF in 2018 are: Thursday 8<sup>th</sup> March, Monday 4 June, Thursday 20 September and Thursday 13 December and are held at St Albans Fire Station.</p>	
<p>07/18</p>	<p><b>QUESTION TIME</b></p> <p>Mr Peak addressed the meeting regarding the excessive amount of litter that was generated from the Waterside Industrial Estate which ended up in the River Colne and Broad Colney Lakes.</p> <p>Members thanked Mr Peak for taking the time to litter pick and a date for a Spring litter pick will be arranged at the next Environment &amp; Neighbourhood Committee meeting. The Clerk will invite the industrial estate to take part in the litter pick.</p> <p>The Environment Agency will be approached regarding considering installing mitigation similar to that in Haseldine Road to help the litter issue.</p>	<p>CLERK</p>

08/18	<p><b>MINUTES</b></p> <p>a) <b>Events &amp; Community Committee – 7 November &amp; 7 December 2017</b> Members received the minutes of this committee and it was noted that there were no recommendations.</p> <p>b) <b>Finance Committee – 29 November and 20 December 2017</b> Members received the minutes of this committee and noted the recommendation item 5.1.5 in relation to the budget made in the minutes 20 December 2017.</p>	
09/18	<p><b>FINANCE</b></p> <p>a) <b>Expenditure Year to Date</b> Members received a report on the Council's expenditure in the year to date. It was <b>RESOLVED</b> to:</p> <p><i>Note the report and approve expenditure for the year to date.</i></p> <p>b) <b>Monthly Expenditure for the Period Ending 31 December 2017</b> Members received the Expenditure report for the period ending 31 December 2017. It was <b>RESOLVED</b> to:</p> <p><i>Note the report and approve the payments for the period end 31 December 2017</i></p> <p>c) <b>Monthly Receipts for the Period Ending 31 December 2017</b> Members received the Receipts report for the period ending 31 December 2017. One receipt was queried and the Clerk will investigate and report back to Cllr Pakenham. It was <b>RESOLVED</b> to:</p> <p><i>Note the report.</i></p>	CLERK
10/18	<p><b>OFFICER'S REPORTS</b></p> <p>a) <b>Budget 2018/19</b></p> <p>Members received a report on the proposed budget for the Council for 2018/19. Members were advised that the council tax base had increased by 42 properties and it was now 3,434. The proposed precept would equate to a 3.48% increase on a Band D property or £73.67 per annum, an increase of £2.50 per annum.</p> <p>It was <b>RESOLVED</b> that:</p> <p><i>i. The Council's budget for 2018/19 is set at £357,732</i> <i>ii. The Council's precept is set at £255,180.</i></p> <p>b) <b>Memorial Policy</b></p>	

	<p>Members received a proposed memorial policy to set out guidelines for residents who wish to plant a memorial tree or erect a bench on parish council land. Members considered that costs should not be agreed in advance as some memorial applications may be for residents of the village who had made a contribution to community life and this would be reflected in the charge of the memorial. All applications would be considered at a Council meeting and the Council's decision is final and this should be reflected in the policy. Subject to these amendments it was <b>RESOLVED</b> that:</p> <p><b><i>The Memorial Policy is agreed and implemented.</i></b></p> <p><b>c) Grant Application – Citizen’s Advice Bureau</b>  Members received an application from Citizen’s Advice for a grant towards the outreach service provided in London Colney Library. Members were advised that a previous grant of £1000 had been made in April 2017 and at the time of the award, Citizen’s Advice had been advised that, depending on the funds available, a further grant application could be made for consideration. Members were advised that there is currently an underspend on the grant funding stream of £1,500. It was <b>RESOLVED</b> that:</p> <p><b><i>A grant of £250 is awarded to Citizen’s Advice under Local Government Act 1972, s142</i></b></p> <p><b>d) Youth Connexions – Morris Recreation Ground</b>  Members received a verbal report regarding the free use of the pavilion at Morris Recreation Ground. They were advised that there had been a struggle to get young people to the sessions but Youth Connexions are keen to continue to see if they can attract more young people to attend. It was <b>RESOLVED</b> that:</p> <p><b><i>Youth Connexions can use the pavilion at Morris Recreation Ground free of charge until the end of the Summer term.</i></b></p> <p><b>e) Broad Colney Lakes</b>  Members received a verbal report that the Council had been unsuccessful in its bid to purchase the site.</p> <p><b>f) Grounds Maintenance Manager’s Report</b>  Members received a report from the Grounds Maintenance Manager. It was noted that one of the heaters in the Morris Recreation Ground pavilion had failed and Members queried when the heating had been installed.</p> <p>Members were advised that the communal areas in the Caledon Community Centre were to be decorated w/c 15 January 2018. Members requested that a snow shovel was available at the Caledon Community Centre for snow clearance and that the grit bin was topped up.</p> <p><b>g) Community &amp; Events Manager’s Report</b></p>	<p><b>GMM</b></p> <p><b>GMM</b></p>
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	<p>Members received a report from the Community &amp; Events Manager and the success of the Christmas lights switch on event was noted. Members were keen to repeat this event provided that the costs were reasonable. The children's Christmas party had been well attended despite the snow which had added something to the event. The Twixmas event had been well received and Cllr MacMillan's soup recipe was requested for inclusion in the next parish newsletter. The report should be amended to note that Kirsta Johnston had not joined the Carol Singers.</p> <p><b>7.55pm – There was an adjournment for 10 minutes and the meeting restarted at 8.05pm</b></p>	CEM
11/18	<p><b>HERTSMERE BOROUGH COUNCIL</b></p> <p>Members considered further ways to protest against the proposal of Hertsmere Borough Council to develop a garden village on the outskirts of the parish. It was agreed to organise a march to Hertsmere BC offices at Borehamwood to coincide with a Council meeting on Wednesday 28 February 2018. The Clerk was instructed to obtain prices for two coaches to pick up from the Caledon Community Centre and take to Borehamwood. A leaflet promoting the event will be produced once details and costs have been finalised. A protest around the Bell roundabout will be organised for a date two weeks prior to the march at Borehamwood (w/c 12 February 2018). Cllr Pakenham reported that there is a South West Group where all District and Borough Councils participate as part of their Duty to Co-Operate and the Clerk will enquire if there is a published statement of the aims and objectives of this group.</p>	CLERK  CLERK
12/18	<p><b>ASSET OF COMMUNITY VALUE – FIELD ADJACENT TO MORRIS RECREATION GROUND</b></p> <p>Members discussed the registering the field adjacent to Morris Recreation Ground as an Asset of Community Value as it is a site identified in the latest SHLAA as a site for development. It was <b>RESOLVED</b> that:</p> <p><b><i>An application is made to register the field adjacent to the Morris Recreation Ground as an Asset of Community Value.</i></b></p>	
13/18	<p><b>MEMBER'S POINTS OF INFORMATION RECEIVED IN ADVANCE</b></p> <p><u>Councillor E-mail Addresses</u></p> <p>Cllr Pakenham requested that the Clerk look into the feasibility and costs for Councillors having Parish Council email addresses using the Council's domain name. It was considered that this is a facility that other councils offer, it keeps personal and council email addresses separate and is more professional. The Clerk reported that she had made preliminary enquiries with the Council's IT provider and that there was a charge of £4.50 per email address per month. Members considered that not all councillors would use this facility as they</p>	

	<p>already had other Council domain name email addresses and therefore the costs would be reduced. It was <b>RESOLVED</b> that:</p> <p><b><i>Costings for email addresses for London Colney Parish Councillors to be evaluated and reported to the Finance Committee for possible implementation from 1 April 2018.</i></b></p>	
14/18	<p><b>REPORTS FROM COUNCILLORS ON OTHER AUTHORITIES</b></p> <p>Cllr Gardner reported on the SADC Local Plan consultation events. Parish Councillors are encouraged to attend the events so they are able to comment when approached by residents.</p> <p>Members discussed the air quality in the area and Cllr Gardner was asked to enquire with the District Council if the air quality in the village was monitored and if so, are there any reports.</p>	KG
15/18	<p><b>REPORTS OF EXTERNAL MEETINGS ATTENDED</b></p> <p>Cllr Pakenham reported that she and the Clerk had attended a briefing on the Local Plan at SADC on Thursday 11 January 2018. Members were advised that HCC have identified additional potential development sites in the District and wanted to know if any sites in London Colney were included.</p>	CLERK
16/18	<p><b>PLANNING</b></p> <p><b>a) Planning Applications Received as of 22 December 2017</b></p> <p>5/2017/3198 - 5 Shenley Lane London Colney AL2 1LP Change of use from Class A1 (retail) to Class C3 (dwelling house) and two storey side extension to create two self-contained flats with associated parking Comments: No objection.</p> <p>5/2017/3235 - 75 White Horse Lane London Colney AL2 1JW Loft conversion with side and rear gable roof extensions and front rooflights and single storey and first floor rear extensions Comments: No objection.</p> <p>5/2017/3318 - 31 Alexander Road London Colney AL2 1HS Single storey front extension Comments: No objection.</p> <p>5/2017/3393 – The Old Stable 122 St Anne’s Road London Colney AL2 1NX Non Material Amendment - Addition of conservatories to Plots 1 &amp; 2 to planning permission 5/2016/1468 dated 10/08/2016 for Two, four bedroom semi-detached dwellings with habitable roof space, associated landscaping and parking following demolition of existing buildings Comments: No objection</p>	

	<p>5/2017/3505 - 4 Rosemary Drive London Colney AL2 1UD Single storey rear extension and alterations to openings</p> <p>5/2017/3515 - 5 Royal Mews Alexander Road London Colney AL2 1FH Garage conversion Comment: Members raised concerns about the loss of parking a garage conversion would mean in the area which already suffers from a lack of parking provision.</p> <p>5/2017/3540 - 20 Beningfield Drive London Colney AL2 1UX Loft conversion with two new windows to existing gable (resubmission following approval of 5/2014/3540 dated 23/12/2014) Comment: Members commented that there had been a lot of this type of application made and provided the conversion was made in line with the conservation area then they had no objections.</p> <p><b>b) Planning Applications Received as of 5 January 2018</b> Members noted that there were no planning applications received.</p> <p><b>c) HCC Consultation on Draft Minerals Local Plan</b> Members considered the Draft Minerals Plan and referred this to the Environment &amp; Neighbourhood Committee for consideration.</p>	
17/18	<p><b>MINUTES – CONFIDENTIAL MATTERS</b></p> <p>The Confidential Minutes from 1 December 2017 were received and approved with no comments.</p>	
18/18	<p><b>DATE OF NEXT MEETING</b></p> <p>The next meeting of the Council will be held at Morris Pavilion, White Horse Way, London Colney on Friday 2 February 2018 at 7pm.</p> <p>There being no further business, the meeting closed at 2040 hours.</p>	

Signed .....

Date .....