

**LONDON COLNEY PARISH COUNCIL  
MINUTES OF THE COUNCIL MEETING HELD ON FRIDAY 9 MARCH 2018  
SPORTS PAVILION, MORRIS PLAYING FIELD, 7PM**

MINUTE NO.	DETAIL	ACTION
	<p><b>PRESENT</b> Councillors: M MacMillan (Chair), K Gardner (Vice Chair) (arrived 6.20pm), D Gordon, H Pakenham and A Osborne (arrived 6.20pm)</p> <p><b>IN ATTENDANCE</b> Emma Payne, Clerk to the Council</p>	
36/18	<p><b>APOLOGIES</b> Apologies were received from Cllr Hopkins (health).</p> <p>Cllr Mahoney &amp; Cllr Quagliozi was absent.</p>	
37/18	<p><b>DECLARATIONS OF INTERESTS</b> Item 53/18 – Cllrs Gardner and Gordon declared a personal, non-pecuniary interest as Members of St Albans District Council’s Plans South Committee.</p> <p>Item 57/18 – Cllrs Pakenham and Gordon declared a personal, non-pecuniary interest as they are related to the Bar Manager. They took no part in the discussion.</p> <p>No other declarations were received that had not already been notified.</p>	
38/18	<p><b>MINUTES</b> The minutes of the Council meeting held on 2 February 2018 were received and approved as a true record of the meeting.</p>	
39/18	<p><b>MATTERS ARISING.</b> There were no matters arising from the previous minutes.</p>	
40/18	<p><b>It was proposed by Cllr MacMillan, seconded by Cllr Gordon and RESOLVED that:</b></p> <p><i>Item 14 – Grant Application, be discussed at this point in the agenda</i></p> <p><b>GRANT APPLICATION</b> Members received a request for funding for Thomas Miller to attend the Special Olympics Equestrian Great Britain team, competing in Abu</p>	

	<p>Dhabi in 2019. Members considered the request and it was <b>RESOLVED</b> that:</p> <ul style="list-style-type: none"> <li><i>i. A grant of £200 is awarded to Thomas Miller</i></li> <li><i>ii. A free hire of the Caledon Community Centre for a fund raising event is made available.</i></li> </ul>	
41/18	<p><b>CORRESPONDENCE</b></p> <p><b>a) CPRE Letter to SADC re Local Plan</b> Members received a copy of a letter sent to the Chief Executive of St Albans City &amp; District Council from the Chief Executive of CPRE Herts regarding the Local Plan consultation. Members thought the letter was well written and an article, based on the letter, should be included in the next edition of the newsletter.</p> <p><b>b) SADC Community Safety Partnership Consultations</b> Members received correspondence from SADC regarding this consultation. Members considered that they would like to see the full text of the consultation before making any comment. The Clerk was instructed to obtain a copy of the survey for distribution to Members.</p>	<b>CLERK</b>
42/18	<p><b>COMMUNITY SAFETY REPORT</b> PCSO Daniels was not able to attend the meeting.</p>	
	<p><b><i>Standing Orders were suspended in order for the Council to receive questions and observations from Members of the Public affecting the parish and/or its inhabitants. Any motions arising from the matters raised cannot be considered at this meeting but may be referred to a future meeting for consideration.</i></b></p>	
43/18	<p><b>QUESTION TIME</b> Mr Copley enquired why it was taking so long to fix the bus shelter in Shenley Lane. There is currently a broken Perspex panel which had been removed by the Grounds Maintenance staff but had not yet been replaced. The Chairman asked the Clerk to ensure that the bus shelter panel was replaced by Friday 23 March 2018.</p> <p>Mr Copley commented on the lack of grass, growing on the banks of Lowbell Lane lakes. He enquired whether the area could be grass seeded. The Clerk will investigate with the Grounds Maintenance Manager and action if appropriate.</p>	<b>CLERK</b>  <b>CLERK</b>
44/18	<p><b>MINUTES</b></p> <p><b>a) Environment &amp; Neighbourhood – 23 January 2018</b> Members received the minutes of this committee. There were no recommendations and the minutes were noted.</p>	

	<p><b>b) Finance Committee – 13 February 2018</b> Members received the minutes of this committee. There was one recommendation regarding a review of the Financial Regulations and this would be considered as a separate agenda item.</p>	
45/18	<p><b>FINANCE</b></p> <p><b>a) 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 28 February 2018</b> Members received the Expenditure report for the period ending 28 February 2018. It was <b>RESOLVED</b> to:</p> <p><i>Note the report and approve the payments for the period ending 28 February 2018</i></p> <p><b>c) Monthly Receipts for the Period Ending 28 February 2018</b> Members received the Receipts report for the period ending 28 February 2018. It was <b>RESOLVED</b> to:</p> <p><i>Note the report.</i></p>	
46/18	<p><b>OFFICER’S REPORTS</b></p> <p><b>a) Grounds Maintenance Manager’s Report</b> Members received a report from the Grounds Maintenance Manager. There were no comments arising from the report.</p> <p><b>b) Community &amp; Events Manager’s Report</b> Members received a report from the Community &amp; Events Manager. Members noted that the ticket sales for Tom Jones were slow but that the event would proceed.</p>	
	<p><b>6.20pm - Cllrs Gardner and Osborne arrived</b></p>	
47/18	<p><b>MEETING SCHEDULE 2018/19</b> Members received a proposed schedule for Council meetings to be held during 2018/19. It was <b>RESOLVED</b> that:</p> <p><i>From May 2018, all Parish Council meetings will be held on Wednesday evenings at the Caledon Community Centre with committee meetings scheduled for other dates.</i></p>	
48/18	<p><b>FINANCIAL REGULATIONS</b></p>	

	<p>Members received the Council's Financial Regulations with proposed revisions following recommendations outlined in the interim Internal Auditor's report. It was <b>RESOLVED</b> that:</p> <p><b><i>Financial Regulations V8 are adopted for implementation by the Council.</i></b></p>	
49/18	<p><b>CCTV PROTOCOL</b></p> <p>Members received a reporting outlining how CCTV images at Caledon Community Centre and Napsbury are recorded, stored, processed and made available when a request is received by a Member of the Public. It was <b>RESOLVED</b> that:</p> <p><b><i>The CCTV Protocol outlined in the report is adopted for implementation by the Council.</i></b></p>	
50/18	<p><b>MEMBER'S POINTS OF INFORMATION RECEIVED IN ADVANCE</b></p> <p>There were no items received.</p>	
51/18	<p><b>REPORTS FROM COUNCILLORS ON OTHER AUTHORITIES</b></p> <p>Cllr Gardner reported that she had attended the Police Priority Setting Forum held on 8 March 2018. The following had been agreed as priorities for the Safer Neighbourhood Teams:</p> <ul style="list-style-type: none"> <li>• fly tipping with more support from the District Council being sought;</li> <li>• antisocial behaviour lorry movements including lorry parking and</li> <li>• antisocial motorbike usage.</li> </ul> <p>Speeding has been removed from the agenda but the speeding which occurs from 0730-0900 in certain areas is a concern but is difficult to enforce due to shift changes.</p> <p>Cllr Gordon reported that she was disappointed that she had not been notified of the meeting dates as she would have attended. The Clerk was asked to write to the Safer Neighbourhood Team asking to be included in the meeting notifications which could then be distributed to Members.</p> <p>Cllr Pakenham asked Cllr Gardner if there was an update in the air pollution figures which had been discussed at the SADC Scrutiny Meeting and she was advised that this information is being updated and would be distributed at a later date.</p> <p>Cllr Gordon was asked if there was an update on the future of Ridgeview which may have been discussed at the SADC Cabinet meeting held on 27 February 2018. The Clerk was asked to enquire with SADC Officers regarding the situation regarding this site.</p>	<b>CLERK</b>

52/18	<p><b>REPORTS OF EXTERNAL MEETINGS ATTENDED</b> There were no external meetings attended to be reported.</p>	
53/18	<p><b>PLANNING</b></p> <p><b>a) Planning Applications Received as of 2 March 2018</b> 5/2017/3659 - Land R/O 14 Summerfield Close London Colney Outline application (all matters reserved) - Two semi-detached, three bedroom dwellings Comment: Object on the grounds of over development of the site, lack of parking provision and access to the site</p> <p>5/2018/0031 - 8 Telford Road London Colney AL2 1PQ Single storey side and part single, part two storey rear extensions Comment: No objection</p> <p>5/2018/0215 - Bramley Cottage Waterside London Colney AL2 1RB First floor side extension and raising and alterations to the roof from hip and valley to crown roof with gable sides to facilitate habitable loft accommodation, rear dormer window with balcony and rooflights to front and rear, alterations to openings Comment: Members were keen to ensure that SADC were aware of the property's position within the Conservation Area and that any proposals were in keeping with the Conservation Statement.</p> <p>5/2018/0321 - 55 Morris Way London Colney AL2 1JN Single storey front and rear extension, conversion of garage with new pitched roof and alterations to openings Comment: No objection</p> <p>5/2018/0450 - 54 Azalea Close London Colney AL2 1UA Loft conversion with side rooflights Comment: No objection</p> <p><b>b) Planning Decisions advised as of 2 March 2018</b> 5/2017/3651 - 31 North Cottages Napsbury St Albans AL2 1AW Prior Notification - Single storey rear extension 4.3m depth x 3.75m height x 2.95m in height to the eaves SADC Decision: NCS Prior approval not required</p> <p>5/2017/3505 - 4 Rosemary Drive London Colney AL2 1UD Single storey rear extension and alterations to openings SADC Decision: DC4 Refusal</p> <p>5/2017/3137 - 14 Rosemary Drive London Colney AL2 1UD Loft conversion and alterations to openings SADC Decision: DC3 Conditional Permission</p> <p>5/2017/3198 - 5 Shenley Lane London Colney AL2 1LP</p>	

	<p>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 SADC Decision: DC3 Conditional Permission</p> <p>5/2017/3578 - 61 Harper Lane Shenley Radlett WD7 9HF Prior Notification - Single storey rear extension 6m depth x 2.9m height x 2.9m in height to the eaves SADC Decision: NCS Prior approval required and refused</p> <p>5/2017/1794 - 8 Willowside London Colney AL2 1DP Single storey extension and porch to side elevation, new conservatory to rear elevation SADC Decision: DC3 Conditional Permission</p> <p>5/2017/3589 - 31 North Cottages Napsbury St Albans AL2 1AW Certificate of Lawfulness (proposed) - Loft conversion with rear dormer window, two front and one side rooflight and insertion of side window SADC Decision: Certificate of Lawfulness Approved</p> <p>5/2017/3593 - 98 Harper Lane Shenley Radlett WD7 9HL Conversion of existing dwelling into five, two bedroom and two, one bedroom flats, conversion of detached outbuildings to two, two bedroom dwellings and associated landscaping and parking SADC Decision: DC3 Conditional Permission</p> <p>5/2017/3643 - The Colney Fox 1 Barnet Road London Colney AL2 1BL Advertisement consent - Display of three externally illuminated fascia signs, one internally illuminated lantern, one non-illuminated fascia sign and two non-illuminated hoarding signs SADC Decision: AC3 Advert - Conditional Permission</p>	
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