

**LONDON COLNEY PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING HELD ON WEDNESDAY 6 JUNE 2018
CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY, 7PM**

PRESENT: Councillors M MacMillan, K Gardner, D Gordon, M Mortuza, H Pakenham, A Osborne and J Quagliozi (arrived 7.20pm).

IN ATTENDANCE: E Payne, Interim Clerk
Members of the Public

104/18. APOLOGIES

There were no apologies. Cllr Mahony was absent.

105/18. MEMBERS DECLARATIONS OF INTEREST

Item 115/18 – Cllrs Gardner and Gordon declared a personal, non-pecuniary interest as Members of St Albans District Council's Plans South Committee.

No other declarations were received that had not already been notified.

106/18. MINUTES

The minutes of the Annual Meeting of the Council meeting held on 9 May 2018 were received and approved as a true record of the meeting.

107/18. MATTERS ARISING NOT APPEARING ON THE AGENDA

There were no items.

108/18. COMMUNITY SAFETY REPORT

PCSO Daniels reported on the Police Priority Setting Forum meeting held on 4 June 2018. The priorities set for the forthcoming quarter were speeding and the use of mobile phones (Kings Road and Barnet Road); fly tipping; and Anti-Social Behaviour including motorbikes.

The overnight parking by HGVs on A1081 was discussed and Cllr Gordon reported bollards had been installed to protect pedestrians. Sgt Williams will be invited to attend the next Council meeting.

109/18. CORRESPONDENCE

109/18.1 Consultation on Primary Support in St Albans Area

Members received a letter regarding a consultation on a proposal to alter the current provision of the primary behaviour support service in the St Albans area including the closure of the Primary Support Base at Bowmansgreen Primary School. Members discussed whether the closure was due to the service being rationalised or a cost cutting exercise. Cllr D Gordon will contact the Head of the school for more information and their opinion on the consultation. She will provide her response to the next Council meeting. Members queried why their previous consultation response had not been taken into account.

Standing Orders were suspended 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.

110/18. QUESTION TIME

110/18.1 Mr Peak queried why the play area in Allsop Close was not being repaired and maintained that the area was not suitable because of its isolation. He proposed that an outdoor gym would be a better use of the space. Cllrs supported this proposal and would introduce the proposal to District Council Officers. This play area is owned and maintained by the District Council and Cllr Gardner was able to advise Mr Peak that she was already liaising with Officers for the use of S106 funds on play provision. Cllr Gordon reported that residents were keen to keep the area as a play park and the broken swings were being replaced.

110/18.2 Mr Peak reported that the river is blocked at Broad Colney lakes between the river and the lake. He queried about the progress on the sale of the site. Cllr Gardner reported that she had received complaints about the maintenance of the site now that it had been sold and would make enquiries at the District Council regarding the progress of the sale.

111/18. MINUTES

111/18.1 Emergency Human Resources Working Party – 1 May 2018

Members received the notes of this meeting. The following recommendation was considered by Members and it was **RESOLVED** that:

The position of Groundsman be advertised at Salary Scale 4, SCP 20, £19,430 pro rata, 30 hours per week for 3 months.

111/18.2 Finance Committee – 10 May 2018

Members received the minutes of this meeting. It was **RESOLVED** that the following are adopted by the Council:

- a) Complaints Procedure***
- b) Scheme of Financial Delegation***
- c) Document Retention and Disposal Policy***
- d) Information and Data Protection Policy***
- e) Removable Data Policy***
- f) Social Media and Electronic Community Policy***

111/18.3 Events & Community Working Party – 15 May 2018

Members received the notes of this working party meeting. There were no recommendations.

111/18.4 Environment & Neighbourhood Working Party – 22 May 2018

Members received the notes of this working party meeting. The following recommendations were **RESOLVED**:

- a) A floral display planter will be installed on Chester Gibbons Green***
- b) Floral displays are installed on the railings at the Caledon Community Centre***
- c) Quotations are sought for tree works to be undertaken on the willows on Riverside.***

112/18. FINANCE

112/18.1 Annual Governance Statement 2017/18

Members received the Annual Governance Statement and it was **RESOLVED** to:

Approve the Annual Governance Statement for 2017/18.

112/18.2 Accounting Statements 2017/18

Members received the Accounting Statements for 2017/18 and it was **RESOLVED** to:

Approve the Annual Accounting Statements for 2017/18.

112/18.3 Internal Auditor's Report 2017/18

Members received an end of year report from the Internal Auditor. It was **RESOLVED** that:

- a) Members approve the Internal Audit Report 2017/18***
- b) The following recommendations from the Internal Audit Report are actioned by the Clerk:***
 - i. Sports facilities fees should be reviewed and approved by the Council and minuted accordingly, in accordance with 9.3 of the Financial Regulations.***
 - ii. A formal agreement in respect of the sports facilities should be completed and signed, by the hirer, for either an individual booking or a block booking.***

112/18.4 Expenditure Year to Date

Members received a report on the Council's expenditure for the year to date. It was **RESOLVED** to:

Note the report and approve the payments for the period ending 30 May 2018

112/18.5 Monthly Expenditure for the Period Ending 30 May 2018

Members received a report on the Council's expenditure for the period ending 30 May 2018. It was **RESOLVED** to:

Note the report and approve the payments for the period ending 30 May 2018

112/18.6 Monthly Receipts for the Period Ending 30 May 2018

Members received the Receipts report for the period ending 30 May 2018. It was **RESOLVED** to:

Note the report.

113/18. OFFICER'S REPORTS

113/18.1 Grounds Maintenance Manager's Report

Members received the report and the following comments were made:

- a) When are the toilets in the pavilion at Morris Recreation Ground opened for weekend users of the recreation ground?**

- b) Councillors questioned communications about the booking of the funfair for Shenley Lane recreation ground and the Clerk apologised to Members for any inconvenience or embarrassment this may have caused.
- c) Members enquired how much additional work had been undertaken by the Grounds Staff to enable the funfair to use the site. The Clerk will report to the next Council meeting.

113/18.2 Events Officer's Report

Members received the report from the Events Officer. The following comments were made:

- a) Larks in the Park – There are two World Cup football matches scheduled for 3pm on the day of the event. Will these be shown in the lounge bar?
- b) Larks in the Park - The Events Officer will email all Councillors regarding the health and safety training.
- c) Sponsorship – Members queried the format of sponsorship of the war memorial which needed to be sympathetic to the site.
- d) Remembrance Sunday – Members asked if the choir who performed at the previous WW1 commemoration event could be asked to perform a Remembrance Sunday parade.

113/18.3 Safeguarding Policy and Procedure

Members received a proposed Safeguarding Policy and Procedure. An amendment to the title with the inclusion of 'Children' was made and it was **RESOLVED** that:

A Safeguarding Children Policy and Procedure are adopted.

114/18. MEMBER'S POINTS OF INTEREST RECEIVED IN ADVANCE

There were no points of interest received from Members in advance of the meeting.

115/18. REPORTS FROM COUNCILLORS ON OTHER AUTHORITIES

- 115/18.1 Cllr Gordon reported that Cadent had not completed the reinstatement of Shenley Lane following the recent gas main works.

116/18. REPORTS OF EXTERNAL MEETINGS ATTENDED

- 116/18.1 **Joint Meeting between Colney Heath Parish Council and London Colney Parish Council**

Members received a verbal report from Cllr Pakenham and MacMillan on the inaugural joint meeting between the parish councils. A press release had been issued but had not appeared in the papers. A further meeting would be held on 13 June 2018.

117/18. PLANNING

117/18.1 Applications Received

5/2018/0719 - The Old Stable 122 St Anne's Road London Colney AL2 1NX
Variation of Condition 2 (approved plans) to install rear solar panels to both dwellings to planning permission 5/2017/3610 dated 05/03/2018 for Two, four-bedroom semi-detached dwellings with habitable roofspace, associated landscaping and parking following demolition of existing buildings (part retrospective)
LCPC Comment: No comment

5/2018/0990 - 3 Severnvale London Colney AL2 1TE
Single storey rear, two storey side extensions, rooflights, front and rear dormer windows and alterations to openings following demolition of existing garage and gym
LCPC Comment: No comment

5/2018/1043 - 94 St Annes Road London Colney AL2 1NY
Certificate of Lawfulness (proposed) - Demolition of existing conservatory and construction of a single storey rear extension
LCPC Comment: No comment

5/2018/1071 - 76 Manor Road London Colney AL2 1PW
Single storey front extension
LCPC Comment: No comment

5/2018/1174 - 17 Shenley Lane London Colney AL2 1LW
Single storey front, side and rear extension and front canopy
LCPC Comment: No comment

5/2018/0939- Land R/O 165-169 High Street & Accessed Via Willoughby Court London Colney
Detached chalet bungalow with associated parking and landscaping following demolition of existing garage
LCPC Comment: Object on grounds of over development of site. Ask District Councillor to call in if minded to grant.

5/2018/1118 - 353 High Street London Colney AL2 1EA
Single storey side and rear extension following demolition of existing garage and conservatory
LCPC Comment: No comment

5/2018/1209 - 23 Five Acres London Colney AL2 1JB
Single storey rear extension with rooflights to form annexe following demolition of conservatory
LCPC Comment: No comment

117/18.2 Tree Works

TP/2018/0219 TPO 1293 - 17 Farm Crescent London Colney AL2 1UF
Trees standing in communal grounds and area A1 of TPO adjoining rear garden: T1 and T2 Sycamore - Cut back off boundary fence line and balance trees, removing 3m in height to avert the risk of snap out T3 - Oak - Cut back off boundary fence line and remove deadwood.
LCPC Comment: No comment

117/18.3 Decisions

5/2017/3276 - Telford Road Garages Telford Road London Colney
Discharge of Condition 13 (Hard and Soft Landscaping Scheme) to planning permission 5/2014/0163 dated 22/08/2014 for Demolition of garages and erection of five, two-bedroom affordable houses and two, one bedroom apartments over garages with associated parking and amenity space
SADC Decision: Discharge of Condition – Approved

5/2017/3659 - Land R/O 14 Summerfield Close London Colney
Outline application (all matters reserved) - Two semi-detached, three-bedroom dwellings
SADC Decision: DC3 Conditional Permission

5/2018/0433 - 2 Coombes Road London Colney AL2 1ND
New front porch with canopy over, two storey side and single storey rear extensions with rooflights at 2 Coombes Road London Colney Hertfordshire AL2 1ND
SADC Decision: DC3 Conditional Permission

5/2018/0578 - 1 Lovett Road London Colney AL2 1UE
Conversion of garage and loft space to habitable accommodation, new opening to front gable, extension to existing driveway
SADC Decision: DC3 Conditional Permission

5/2018/0510 - The Willows Land at the junction of Lowbell Lane with Barnet Road London Colney
Variation of Condition 13 (sustainable drainage system) of planning permission 5/2017/2611 dated 13/11/2017 to incorporate drainage system report for Variation of Condition 24 (approved plans) of planning permission 5/2013/2724 dated 18/06/2014 for Change of use of site from Class B1(a) (office) to Class C3 (residential) to create seven detached dwellings comprising one three bedroom, five four bedroom and one, five-bedroom detached houses with associated parking and landscaping
SADC Decision: DC3 Conditional Permission

5/2018/0565 - 61 Harper Lane Shenley Radlett WD7 9HF
Single storey rear extension
SADC Decision: DC3 Conditional Permission

5/2018/0579 - 75 White Horse Lane London Colney AL2 1JW
Loft conversion with side and rear gable roof extension and front rooflight and first floor rear extension (resubmission following refusal of 5/2017/3235)
SADC Decision: DC3 Conditional Permission

5/2018/0603 - Lowbell Lane with Barnet Road London Colney
Discharge of Conditions 21 (verification report) and 22 (discovery of contamination) of planning permission 5/2017/2611 dated 13/11/2017 for Variation of Condition 24 (approved plans) of planning permission 5/2013/2724 dated 18/06/2014 for Change of use of site from Class B1(a) (office) to Class C3 (residential) to create seven detached dwellings comprising one three bedroom, five four bedroom and one, five bedroom detached houses with associated parking and landscaping at The Willows Land at the junction

5/2018/0483 - 50 Alexander Road London Colney AL2 1HT
Certificate of Lawfulness (proposed) - Lowering of front garden area to provide parking for three cars
SADC Decision: Certificate of Lawfulness Refused

5/2018/0577 - 1 Lovett Road London Colney AL2 1UE
Certificate of Lawfulness (proposed) - Loft conversion including insertion of roof windows
SADC Decision: Certificate of Lawfulness Approved

5/2018/0759 - 14 Alexander Road London Colney AL2 1JF
Certificate of Lawfulness (proposed) - Hip to gable, rear dormer window, three rooflights to front elevation
SADC Decision: Certificate of Lawfulness Approved

5/2018/0775 - 14 Beningfield Drive London Colney AL2 1UJ
Conversion of garage to habitable accommodation, alterations to openings
SADC Decision: DC3 Conditional Permission

5/2018/0926 - 31 Morris Way London Colney AL2 1JJ
Single storey front, two storey side and part first floor rear extensions
SADC Decision: DC3 Conditional Permission

117/18.4 Cllr Gardner reported that she had called in planning application 5/2018/1319 Land Adj to 179 - 187 High Street London Colney Hertfordshire

117/18/5 Cllr Gardner reported that she had not been notified the Planning Committee meeting where the planning application 5/2018/3659 Land R/O 14 Summerfield Close London Colney Hertfordshire had been considered and she was making a complaint to the relevant department.

118/18. CONFIDENTIAL ITEMS

To resolve to exclude the Press and the public from the following items in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

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