

**LONDON COLNEY PARISH COUNCIL**  
**MINUTES OF THE COUNCIL MEETING HELD ON WEDNESDAY 6 MARCH 2019**  
**CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY, 7.30PM**

**PRESENT:** Councillors M MacMillan, K Gardner, D Gordon, T Lillico, M Mortuza, H Pakenham, S Pearl and A Osborne

**IN ATTENDANCE:** E Payne, Clerk  
PCSO Debbie Daniels  
Member of the public

**232/19. APOLOGIES**

Absent was Cllr Mahoney.

**233/19. CO-OPTION**

Nominations for co-option to fill the vacancy on the parish council were received. There was one candidate, Mr. Stephen Pearl. It was **RESOLVED** to:

***Co-opt Mr Stephen Pearl to London Colney Parish Council***

**234/19. MEMBERS DECLARATIONS OF INTEREST**

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

**235/19. CHAIR'S REPORT AND URGENT ITEMS (FOR INFORMATION ONLY)**

235/19.1 The Chairman reported that new automatic doors had been installed at the community centre which had been funded by the bequest from the late Miss Hopkins.

235/19.2 The Chairman asked Cllr Gordon to address the meeting regarding the secondary school transfer situation.

Cllr Gordon reported that 29 children from London Colney had not been allocated a secondary school place. The development of the new secondary school in Harpenden has had a knock on effect. This is the first year that Samuel Ryder has a cohort from its onsite primary school. The S106 funds allocated from the Napsbury development were diverted by HCC to Sandringham School. It should have been allocated to Samuel Ryder or Marlborough which are schools attended by London Colney children.

The Chairman will write to Cllr Terry Douris, expressing the Council's concerns on the current situation and seeking reassurances that this situation will not occur in future years. Members considered the current situation is disingenuous, where parents are asked to choose 4 schools for their children to attend, with no guarantee of getting any of them.

**236/19. MINUTES**

The minutes of the Council meeting held on 6 February 2019 were received and approved as a true record of the meeting.

**237/19. MATTERS ARISING NOT APPEARING ON THE AGENDA**

**237/19.1 Morris Recreation Ground – Yew Trees**

Members were advised that these trees had now been trimmed.

**237/19.2 Riverside Willow Trees**

Quotations were still being sought for this work to be undertaken.

**237/19.3 Food Hygiene Certificates**

Members were advised that the food hygiene qualification expired in July 2020 and any training would be met from the 2020/21 budget.

**237/19.4 Easter Bonnet Lunch – Tuesday 16 April 2019**

Members were advised that following their request to hold an Easter lunch, a date had been added to the programme. Members asked that the name of the event was changed to reflect a more inclusive nature.

**238/19. COMMUNITY SAFETY REPORT**

PCSO Debbie Daniels attended the meeting and reported on public safety matters including theft from motor vehicles which is epidemic across the county. She is undertaking a knife safety initiative with year 6 children in the village and will be visiting lunch club to discuss crime prevention.

**239/19. CORRESPONDENCE**

There was no correspondence to receive.

**240/19. QUESTION TIME**

A member of the public complained that the notice boards were not fit for purpose. They are too high and not updated regularly. He enquired where the Shenley Lane notice board was.

The resident was advised that there is a programme of replacing the notice boards across the village and the old style board had been removed from Shenley Lane with a new style board to be installed in the vicinity of the bus shelter in Shenley Lane, at one of the entrances to Napsbury where residents using the park would be able to view the notices. The notice board in Haseldine Road will be removed.

**241/19. MINUTES**

**241/19.1 Human Resources – 28 February 2019**

Members received the minutes of this meeting. There was one recommendation to adopt the revised version 10 of the staff handbook. It was **RESOLVED** to:

*Adopt Version 10 of the Staff Handbook*

**242/19. FINANCE**

**242/19.1 To note Parish Council expenditure year to date.**

This report was received. Members noted that the Miscellaneous income code contained the Margaret Hopkins Bequest and this would be removed to a separate account code.

**242/19.2 Expenditure for the period 01/02/19 – 28/02/19**

Members received this report and it was **RESOLVED** to:

*Approve the expenditure for the period 01/02/19 – 28/02/19*

**242/19.3 Receipts Received for the period 01/02/19 – 28/02/19**

Members received this report and it was noted.

## **243/19. OFFICER'S REPORTS**

### **243/19.1 Grounds Maintenance Manager's Report**

Members received a report from the Grounds Maintenance Manager. Members noted that Community Payback will be undertaking work in the village commencing 9 March 2019. There were no other comments.

### **243/19.2 Events Officer's Report**

Members noted the report from the Events Officer and its contents were noted. Members received a proposed line up for Larks in the Parks and it was agreed in principle. Members asked the Events Officer to contact the Kathleen Murray School of Dance and ask if Irish dancing demonstration could be arranged. Similarly a Tai Kwon Do demonstration would be interesting.

### **243/19.3 Grant Application**

Members received a grant application from Over 60's Bingo Club. It was **RESOLVED** to:

***Award a grant of £100 to Over 60's Bingo Club to purchase bingo books***

### **243/19.3 Risk Register**

Members received a proposed risk register for the Council's activities. Members discussed the controls in place and amendments were made to item 1.3.10, Staffing & Employment where risk assessments were needed. Members considered that a timescale was required to mitigate the risk and this item was amended to reflect a timescale for risk assessments to be implemented by September 2019. It was **RESOLVED** to:

***Adopt the Risk Register***

### **243/19.4 Review of Internal Audit and Control**

Members received a report on the review of internal audit and control. It was **RESOLVED** to:

***Adopt the Internal Audit and Control Report.***

## **244/19. MEMBER'S POINTS OF INTEREST RECEIVED IN ADVANCE**

There were no points of interest received.

## **245/19. REPORTS FROM COUNCILLORS ON OTHER AUTHORITIES**

245/19.1 Cllr Gordon reported on her attendance at two full council meetings – County and District. HCC had resolved to increase their proportion of Council Tax by 2.99%. Members were advised that 40% of the County's budget is spent on adult social care.

The development of a new hospital had been ruled out and the future role of Watford, Hemel Hempstead General Hospital and St Albans City Hospital were being considered.

245/19.2 Cllr Gardner reported on a presentation by the Boundary Commission on the District Council's wards with London Colney Ward being inequitable and some action may need to be undertaken.

There are proposals to change the Council Tax paid on empty properties to discourage properties being left empty, with the tax paid doubling if the property is left empty for more than 12 months.

She had sat on a working party to consider the process for residents applying for a dropped kerb. It is very bureaucratic for council tenants to apply versus owner occupier.

The Scrutiny Committee is looking at the implications of parking in relation to planning applications, especially the knock on effect to the surrounding area of development.

**246/19. REPORTS OF EXTERNAL MEETINGS ATTENDED**

Cllrs MacMillan, Gordon and Pakenham had attended the 50<sup>th</sup> birthday celebrations for the London Colney Library which is now operated as a community library on Tuesdays and Thursdays. Cllr Gordon had awarded them a grant from her locality budget to assist with projects they want to undertake.

Cllr Gordon and Pakenham had attended the open day at the London Colney mosque.

**247/19. 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.