

## LONDON COLNEY PARISH COUNCIL

### MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON WEDNESDAY 15 MAY 2019 CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY, 7.00PM

**PRESENT:** Councillors K Gardner (Chair), H Pakenham (Vice Chair), D Gordon, T Lillico, N Mahoney, M Mortuza (arrived 1930), H Pakenham, S Pearl, L Winstone

**IN ATTENDANCE:** E Payne, Clerk  
3 Members of Public

#### 1/19. ELECTION OF CHAIRMAN

Cllr Katherine Gardner was proposed for the position of Chairman by Cllr MacMillan, seconded by Cllr Gordon. There being no other nominations it was **RESOLVED** that:

*Cllr Katherine Gardner is elected to the position of Chairman*

#### 2/19. ELECTION OF VICE CHAIRMAN

Cllr Helen Pakenham was proposed for the position of Vice Chairman by Cllr MacMillan, seconded by Cllr Gordon. There being no other nominations it was **RESOLVED** that:

*Cllr Helen Pakenham Gardner is elected to the position of Vice Chairman*

#### 3/19. APOLOGIES

Apologies were received from Cllr Mahony (no reason specified).

#### 4/19. MEMBERS DECLARATIONS OF INTEREST

4/19.1 Cllr Gordon declared a non-prejudicial, non-pecuniary interest as her partner is an allotment tenant.

4/19.2 Cllr Gardner declared a non-prejudicial, non-pecuniary interest as a member of the District Council's Planning Referral Committee and Plans South Committee.

4/19.3 Cllr Pakenham declared a non-prejudicial interest as a member of the District Council's Plans South Committee.

#### 5/19. MINUTES

The minutes of the Council meeting held on 3 April 2019 were received and approved as a true record of the meeting.

#### 6/19. MATTERS ARISING NOT APPEARING ON THE AGENDA

##### 6/19.1 Watford FC Training Ground Planning Application

The Clerk was asked if a response had been received from Hertsmere BC regarding the letter of objection from the planning department. Members were advised that no response had been received.

##### 6/19.2 Bags of Help

The Clerk advised Members that she had made further enquiries regarding this grant fund and had discovered that it was not a relevant grant stream for the parish council as it supported charities who covered a wider geographic area.

**7/19 APPOINTMENTS FOR COMMITTEES/WORKING PARTIES AND AGREE TERMS OF REFERENCE**

**7/19.1 Finance Committee**

Membership of this committee will be:

Cllr Dreda Gordon (Chair)

Cllr Helen Pakenham

Cllr Malcolm MacMillan

Cllr Tony Lillico

The terms of reference were amended to change the name of the committee to 'Finance and General Purposes'.

**7/19.2 Events and Community Committee**

Membership of this committee will be:

Cllr Malcolm MacMillan (Chair)

Cllr Helen Pakenham

Cllr Katherine Gardner

Cllr Liz Winstone

Cllr Stephen Pearl

The terms of reference were amended to reflect the increased membership of the committee from 4 to 5 and the number of co-opted members was reduced from 4 to 2.

**7/19.3 Environment and Neighbourhood Committee**

Membership of this committee will be:

Cllr Mohammed Mortuza (Chair)

Cllr Helen Pakenham

Cllr Norman Mahony

Cllr Liz Winstone

Co-opted: Mr Andy Osborne

The terms of reference were amended to amend the number of co-opted members from 4 to 2 and include the Neighbourhood Plan Working Party as reporting to this committee.

**7/19.4 Human Resources Committee**

Membership of this committee will be:

Cllr Helen Pakenham (Chair)

Cllr Norman Mahony

Cllr Malcolm MacMillan

Cllr Liz Winstone

The terms of reference were amended to increase the number of meetings from 5 to 6.

**7/19.5 Neighbourhood Plan Working Party**

Cllr Dreda Gordon

Cllr Helen Pakenham

Cllr Tony Lillico

Terms of reference for this working party will be agreed at the first meeting.

**7/19.6 Stand Up for the Colneys Working Party**

Membership of this working party will be deferred until after Colney Heath Parish Council hold their Council meeting.

## 8/19. APPOINTMENT TO REPRESENTATIVES TO OUTSIDE BODIES

Members were appointed to the following outside bodies:

London Colney Youth Project	Cllr Dreda Gordon
St Albans District Association of Local Councils	Cllr Mohammed Mortuza
La Farge/Colney Liaison	Cllr Norman Mahony
	Cllr Dreda Gordon

## 1930 – CLLR MOHAMMED MORTUZA ARRIVED

## 9/19. COMMUNITY SAFETY REPORT

PCSO Daniels was not able to attend the meeting. The Clerk presented a verbal report in her absence, including a report on a complaint made by a member of the public regarding drug dealing in the car park at Morris Recreation Ground. The member of the public had been encouraged to report this to the police. The Clerk had been advised by the Police that they were aware of the issue. Members expressed concern that the Police had not advised the Council (the landowner) that there was a problem. If the Police were aware of the issue, then why wasn't something being done? The District Councillors will raise the matter at the next Priority Setting Forum meeting for the Safer Neighbourhood Team meeting.

Members expressed concerns that there is currently only one PCSO on duty as the other PCSO is currently on maternity leave.

**Post meeting note: PCSO Latoyah Henry has joined the St Albans SNT in London Colney.**

## 10/19. CORRESPONDENCE

There was no correspondence received.

## 11/19. QUESTION TIME

11/19.1 A member of the public asked why an outside contractor had been engaged to clean up after the Gypsy & Traveller incursion Lane when the parish council had grounds staff who could have undertaken the clean-up. The Clerk advised the Chairman that an outside contractor had been used because they had the relevant expertise, experience, PPE and relevant waste transfer licence to undertake the clean-up, none of which the parish council had access to.

11/19.2 A member of the public enquired if there was a representative appointed to an Agrivert liaison group. The Clerk responded that she had made enquiries and had been advised that no such group existed.

## 12/19. PARISH COUNCIL STRATEGIC PLAN

Members received a report with a proposal that the Council formulates and implements a strategic plan for the duration of the Council term. The report set out the benefits of adopting a plan including aligning resources for optimal results, prioritising financial needs and agreeing actions for progression of the Council. The report included a proposed timetable for the formulation and implementation of the plan with input of items for inclusion being derived from the Council's committees. It was **RESOLVED** to:

***Formulate and implement a first draft of a strategic plan for consideration at Council meeting held on 17 July 2019.***

## **13/19. OFFICER'S REPORTS**

### **13/19.1 Grounds Maintenance Manager's Report**

Members received a report from the Grounds Maintenance manager and noted its contents. Members are concerned about the condition of the path over the footbridge across the river and the Clerk was asked to obtain quotations for repairs urgently.

Members discussed the amount of work that was involved in the preparation of the cricket table at Napsbury Park. They were concerned that the amount of work involved was not proportionate with the amount of income received. Similarly, there was some work that related directly to the allotments which could be recouped from allotment rents. It was **RESOLVED** that:

***A cost vs income analysis for Napsbury cricket and allotments sites is presented to the next meeting.***

Members raised concerns about the poor condition of the swims and surrounding area at Lowbell Lane Lake. Members were advised that the Grounds Maintenance Manager had been liaising with the Barnet & District Angling Club about volunteer work parties and the Clerk would pursue this matter.

### **13/19.2 Community & Events Officer's Report**

Members received a report from the Community & Events Officer on future events. It was noted that the Chantry Island pilgrimage was missing from the report and this would be resolved at the Events & Community meeting being held on 21 May 2019. Members enquired about the newsletter editorial group and was advised that the newsletter is included in the next committee meeting as an agenda item.

### **13/19.3 Grant Applications**

Members received grant applications from Citizens Advice St Albans District and St Peter's Church.

#### **a) Citizens Advice St Albans District**

Members received a grant application from Citizens Advice St Albans District for £1,000 towards the cost of offering an outreach service in London Colney. Members noted the number of residents who had used the service which they considered was quite low but appreciated that some of their cases may have been complex ones which needed more time to resolved. It was noted that Cllr Dreda Gordon has supported the service with a grant from her locality budget and the Clerk was instructed to mention to CASTAD to make a further application to Cllr Gordon. It was **RESOLVED** to:

***Citizens Advice St Albans District are awarded a grant of £1,000 under Local Government Act 1972, S 142 (2A).***

#### **b) St Peter's Church**

***Cllr Stephen Pearl declared a personal, non-prejudicial interest in this item as his wife is a member of the PCC. He took no part in the discussion and left the room when the resolution was passed.***

Members received a grant application from St Peter's Church for £3,600 for grounds maintenance. Members noted the costs relating to the maintenance of the churchyard. Members were not able to support the full amount applied for; however, the Clerk was

asked to instruct the applicant to contact Cllr Gordon about making an application to her locality budget. It was **RESOLVED** that:

***St Peter's Church Parochial Church Council is awarded a grant of £480 under Open Spaces Act 2016, ss 9 & 10.***

Members asked that this item was included for further discussion at the Finance Committee meeting scheduled for 23 May 2019.

**14/19. MEMBER'S POINTS OF INTEREST RECEIVED IN ADVANCE**

There were no points of interest received in advance.

**15/19. REPORTS FROM COUNCILLORS ON OTHER AUTHORITIES**

Cllr Gordon reported that following the district council elections, there is no overall control by any one party. SADC Council meeting is scheduled for 22 May 2019.

**16/19. REPORTS OF EXTERNAL MEETINGS ATTENDED**

There were no external meetings attended.

**17/19. 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.