

Wheathampstead Parish Council

28 May 2009, 19.30h

Present Councillors:	I Begg	Chairman
	A Brewster	
	J Burgess	
	G Clark	
	N Clements	
	D Hills	
	N Page	
	T Reason	
	K Stammers	
	J Turner	
	S Walford	
	A Waterfield	
	Julia Warren	Clerk to the Parish Council
	Press	0
	Public	3

295-09 ELECTION OF CHAIRMAN

Resolved: That Councillor Begg was elected Chairman

296-09 ELECTION OF VICE-CHAIRMAN

Resolved: That Councillor Brewster was elected Vice-Chairman

297-09 APOLOGIES

None.

298-09 PUBLIC SPEAKING

Mr E Habib spoke of his horror and shock at what he termed the unsightly poly-tunnels on the allotment fields. He stated that he was supported in his concerns by residents of Necton Road, Sheepcote Lane and Marford Road and urged Wheathampstead Parish Council to remove these structures and delete reference to poly tunnels from the allotment regulations.

Mr Habib had raised similar concerns at the Allotments Committee on 21 May and was referred back to this response (Minute 274-09). Subsequent to the Annual Parish Meeting advice had been sought from SADC planning department and detailed feedback on interpretation of the building restrictions and permitted

development was awaited by the Parish Council.

Mr R Adams spoke of his concerns regarding NATS and the implications for Wheathampstead should a major accident occur on the Lower Luton Road. He wished to record his support for High Street regeneration citing the off-licence premises; and suggested a compromise regarding poly tunnels which he believed assisted growing but should be green in colour.

299-09 SPECIFIC DECLARATIONS OF INTEREST

Councillor Begg declared a personal and prejudicial interest in Minute 310-09 and left the meeting during discussions of this plan.

Councillor Clark declared a personal interest in Minute 310-09, as she is on Plans North of the District Council Planning Authority. The way she votes at Parish Council will not necessarily be the way she votes at District Council. She further declared a personal interest in Minute 310-09 plan 5/09/0958

Councillor Clements declared a personal interest in Minute 310-09 plan 5/09/0773

300-09 MINUTES OF COUNCIL

The Minutes of the meetings held on 30 April 2009 were approved

Resolved: To confirm the Minutes of the meetings held on 30 April 2009 to be a true and fair account and for these to be signed by the Chairman.

301-09 MINUTES OF COMMITTEE MEETINGS

The following committee reports were received and receipted:

Village Day Committee	5 May 2009
Allotments Committee	7 May, 21 May 2009
Memorial Hall Committee	7 May 2009
Pump Committee	18 May, 26 May

In receiving the draft minutes of the Village Day Committee of 5 May Members noted and approved the amendment that Councillor Clements had traditionally given standing apologies for the meeting, attending only when parking was discussed, and that Councillor Burgess specifically updated the task assignment brief (Minute 263-09). It was further agreed that it would be clearly minuted that Councillor Turner had left the Memorial Hall Committee meeting and in so doing handed the chair to the vice-chairman during discussions relating to the Horticultural Society in which she had declared a personal interest.

Resolved:	To receipt the amended reports of the following committees:	
	Village Day Committee	5 May 2009
	Allotments Committee	7 May, 21 May 2009
	Memorial Hall Committee	7 May 2009
	Pump Committee	18 May, 26 May

302-09 COMMITTEE STRUCTURE

At its meeting on 30 April 2009 (Minute 236-09) Council requested a report detailing how committee structure option 4 might operate in order to determine its future committee structure. This was discussed at length but as no clear resolution of structure became apparent, a further informal meeting to discuss structure changes was agreed, date to be confirmed prior to June Council. As an interim measure the former committee structure would be retained.

- Resolved:**
- 1 To note the report**
 - 2 Clerk to arrange an informal meeting of councillors to discuss committee structure changes with a view to confirmation at Council**
 - 3 That the current structure be retained short term until a revised structure was agreed**

303-09 APPOINTMENT TO COMMITTEES

Until a revised structure could be agreed, as at Minute 292-09 the following appointments were made.

- Resolved**
- 1 That as an interim measure the committee structure including chairmen be**
 - Allotments Committee (3 cllrs)**
Cllrs Clark, Turner, Walford
Chairman: Cllr Walford
Quorum: 3
 - Finance Committee (12 cllrs)**
Full Council
Chairman: Chairman (Cllr Begg)
Quorum: 4
 - Highways & Public Transport Committee (6 cllrs)**
Cllrs Begg, Clark, Clements, Hills, Reason, Stammers
Chairman: Cllr Clements
Vice Chairman: Cllr Hills
Quorum: 3

Memorial Hall Management Committee (4 cllrs)**Cllrs Brewster, Clark, Stammers, Turner,
Chairman: Cllr Turner****Vice Chairman : Cllr Clark****Quorum: 3****Personnel Committee****Cllrs Begg, Brewster, Stammers (3 cllrs)****Chairman: Chairman (Cllr Begg)****Quorum: 3****Plans Committee (12 cllrs)****Full Council****Chairman: Cllr Clark****Vice Chairman: Cllr Clements****Quorum : 4****Playing Fields & Youth Committee (8 cllrs)****Cllrs Begg, Brewster, Burgess, Page,
Reason, Stammers, Walford, Waterfield****Chairman: Cllr Brewster****Vice Chairman: Cllr Begg****Quorum: 4****Pump (Newsletter) Committee (3 cllrs)****Cllrs Brewster, Clark, Reason, Stammers,
Walford****Chairman: Cllr Clark****Quorum: 3****Rights of Way & Commons Committee (7 cllrs)****Cllrs Burgess, Hills, Page, Reason,
Stammers, Walford, Waterfield****Chairman: Cllr Page****Quorum: 3****Village Day Committee (5 cllrs)****Cllrs Brewster, Burgess, Clements, Reason,
Waterfield****Chairman: Cllr Waterfield****Quorum: 3****Village Plan Committee (5 cllrs)****Cllrs Begg, Brewster, Burgess, Clements,
Waterfield****Chairman: Cllr Begg****Quorum: 3****Police Liaison (Internal non public committee) (5 cllrs)****Cllrs Begg, Brewster, Clements, Hills,
Turner****Chairman: Cllr Turner****Quorum: N/A**

304-09 APPOINTMENT TO OUTSIDE ORGANISATIONS

Requests to appoint councillors to James Marshall Foundation (2 councillors) and Nomansland Joint Committee had been received. Nominations and appointments to other outside bodies were also agreed

- Resolved:**
- 1 To appoint to the following:
The James Marshall Foundation
Cllrs Clements & Reason for a period of four years until 2013
(Cllrs Turner & Mrs A Atton previously appointed to 2011)
Hertfordshire Association of Parish & Town Councils
Cllr Clements
St Albans Association of Local Councils
Cllr Clements**
 - 2 To defer appointment to the Nomansland Joint Committee, to June 2009, pending clarification of its membership structure by St Albans District Council**

305-09 FOLLY FIELDS PLAY AREA REFURBISHMENT

The refurbishment of the Folly Fields utilising an aggregates grant of £7,500 from COMMA had been completed and the play area officially opened on 15 May 2009. Noviello's Ices sponsored this celebration providing ice-creams for all participants. The equipment was chosen in consultation with the residents association.

Resolved: To note the report

306-09 TESCO UPDATE

It was reported that Councillors Brewster and Clark had met with a representative of Tesco at a meeting facilitated by WEB. Parking and specifically the loading/parking bay were discussed. Ownership of this piece of land had now been ascertained and Tesco hope to be moving to Wheathampstead in the next few months

Resolved: To note the report

307-09 RECTORY MEADOW LEASE

The subgroup of Councillors Page, Stammers and Turner set up by Council at Minute 189-09 to respond to the amendments to the lease had now met and their comments received and approved

Resolved: That the Clerk, on behalf of Council, respond to St Albans Diocesan Board of Finance's solicitor, copying the Parish Council's solicitor as recommended by Councillors Page, Stammers and Turner.

308-09 'WEDGE' LANDSCAPING

The Council's solicitor at Minute 135-09 (February) had asked for Council direction on planting of the "wedge" shaped land lying between the Development site and the retained playing fields. It was subject to the Landscape Specification and Management Plan which was Schedule 2 of the Landlord's works to be carried out. It was the area which would form the car parking area and "nature reserve" in due course. It had now become clear that amendment to the specification of planting was advised to the Parish Council as a courtesy.

Resolved: To note the report.

309-09 HEARTWOOD FOREST

SADC had circulated a briefing paper on the Heartwood Forest prior to a meeting with the chairman and chief executive of the Woodland Trust. This document aimed to identify the opportunities and challenges the new forest would bring to the Council and to look at partnership working.

Resolved:

- 1 To note the report**
- 2 That the Clerk write to SADC supporting the idea of partnership working with the Woodland Trust**

310-09 ALLOTMENT RULES, REGULATIONS & TENANANCY AGREEMENT

The amended rules, regulations, guidance and tenancy agreement as recommended by the Allotments Committee for approval were discussed taking into consideration Mr Habib's comments at Minute 288-09

Resolved:

- 1 To approve the amended rules, regulations and tenancy agreement as recommended by the Allotment Committee at Minute 267-09**
- 2 That laminated copies of the guidance to the rules and regulations be put on the allotment notice boards.**

311-09 USE OF COUNCIL FACILITIES

The use of Council facilities including correspondence received (and previously circulated) was considered. Greyhound Compassion had hired the Hall facilities previously at a rate of £35 (current year equivalent £37) – namely the week day meeting session rate, rather than the higher weekend full rate. No price had been agreed upon booking and the minimum standard charge applied. Given the circumstances it was agreed that the true rate of £265 be discounted to £37.

Wheathampstead 89ers had requested to use the lower Marford Football pitch for a match on the morning of Village Day. This was agreed subject to their parking away from Necton Road and the Memorial Hall and their being clear around noon.

It was reported that SADC had now taken on play rangers who would be working with young people in Wheathampstead over the summer period.

- Resolved:**
- 1 That Greyhound compassion should be charged £37**
 - 2 That the Wheathampstead 89ers be permitted to play a football match on the morning of 12th July subject to timing and parking restrictions as agreed**
 - 3 To note the use of play rangers for play and sport in the park**

312-09 FARMERS' MARKET

A request had been received from SADC to move the Farmers' monthly market from East Lane Car Park to the Memorial Hall.

- Resolved:** **That councillors Brewster, Clark, Clements and Turner together with the Clerk and representatives from WEB and the Harpenden Farmers Market meet with SADC to explore this further.**

313-09 FAX

Members considered the need to replace the broken office fax machine either with a fax to email facility or new machine.

- Resolved:** **That the fax machine would not be replaced**

314-09 IT – WEBSITE UPDATE

It was reported that a dedicated website for the Parish Council was being built in partnership with SADC. Currently WPC uses the facility helpfully provided by local resident Brian Joyce to access his village website. Negotiations were ongoing for this project with the IT department of the District Council. The aim was to have a basic website running to be launched at Village Day on 12 July 2009.

Resolved: To note the report

315-09 CCTV

Councillor Stammers advised that as part of the licensing arrangements CCTV had been installed throughout the Memorial Hall. It was not clear whether sound was included in the system.

Resolved:

- 1 Clerk to ascertain how the CCTV operates.**
- 2 Chairman and vice-chairman of Memorial Hall Committee to check the CCTV system**

316-09 HR PROCEDURES

Internal processes were briefly discussed

Resolved: To defer further discussion until July.

317-09 VOLUNTEER ASSISTANCE

The use of volunteers to assist with council activities was discussed.

Resolved: Clerk to contact Laura Cronshaw, Director of St Albans CVS for advice

318-09 BANK BALANCES

It was reported that as at 30 April 2009 the balances, unadjusted for outstanding cheques:

Brocket View Drainage Account	4, 243.68
Current Account	5, 000.00
Premium Account	331, <u>688.35</u>
	<u>340, 932.03</u>

Resolved: To note the report.

319-09 ACCOUNTS FOR PAYMENT

The schedule of accounts for payment amounting to £26,677.28 had been circulated.

Resolved: 1 To pay the accounts per May 2009 schedule amounting to £26,677.28 Nett

320-09 PLANNING

Councillor Clark, as chairman of Planning Committee, took the chair for this Minute. The chair was briefly handed to vice chairman Cllr Clements for 5/09/0958 in which Cllr Clark declared a personal interest.

The following plans were considered:

5/09/0773	10 Hilltop	front porch & loft conversion with 3 dormer windows & insertion of roof light to front elevation
5/09/0850	6 Castle Rise	erection of single storey outbuilding
5/09/0731	2b East Mount	Single storey rear extension and covered side passage
5/09/079A	22 High Street	Display of one externally illuminated fascia sign
5/09/0958	5 Tudor road	Single storey front extension & alterations to garage roof
5/09/0932	Paddock View, Ayres End Lane	Rear conservatory
5/09/0895A	54 High Street & 1 church /Street	Advertisement consent – two externally illuminated fascia signs & two externally illuminated wall mounted signs

**Resolved: Parish Council recommendation to SADC:
NO OBJECTION**

For 5/09/0796A SADC was asked to note that whilst the Parish Council had no objection to the text, it would prefer a darker colour background more in keeping with the Conservation Area. Several similar sized signs nearby were acceptable because less bright

The following plans were considered

5/09/0858LB	Amwell Cottage Amwell Lane	Listed Building consent Erection of shed
5/09/0857	Amwell Cottage Amwell Lane	Erection of shed

Resolved: No Comment – inadequate information provided

Councillor Begg, having declared a personal and prejudicial interest in this, his own, planning application left the room for all discussions of this application, after which the Clerk recalled him to the meeting.

The following plan was considered and a recorded vote requested on the motion that:

The Plan be recommended for refusal on the grounds that it was a designated retail unit and that retail opportunities should be encouraged in the Village

5/09/0866	8-10 High Street	Change of use from Class A1/A3 to Class C3 (residential) – resubmission following refusal of 5/08/0561)
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Councillor	For	Against	Abstain
Annie Brewster		√	
John Burgess		√	
Gill Clark			√
Niel Clements	√		
Derek Hills	√		
Neil Page	√		
Tessa Reason			√
Keith Stammers	√		
Jacqueline Turner	√		
Sue Walford	√		
Andrew Waterfield			√

**Resolved: Parish Council recommendation to SADC:
OBJECTION – RECOMMEND REFUSAL**

On the grounds that this is a designated retail outlet

321-09 REPORTS FROM COUNCILLORS ON MEETINGS ATTENDED

Councillor Clements gave a report on the Plans North and Local Strategic Partnership meetings attended

Resolved To note the report

The Chairman declared the meeting closed at 22.42.

Dated this day of 2009

Chairman