

WOOLMER GREEN PARISH COUNCIL

Minutes of meeting held 12 August 2008

Present: Cllr Mrs J Watson (Chair), Cllr N Collingridge (Vice Chair), Cllr H Bryant, Cllr M Burge, Cllr A Gribble.

In attendance: Mr A. Edmonds (Clerk), Mrs J. Pearce (Deputy Clerk), members of the public.

1. Apologies for Absence: Cllr S Day.

2. Minutes of Council Meeting on 10 June 2008: The minutes were agreed and signed as a correct record.

3. Meetings attended by Councillors: Cllr Watson attended the following meetings: Village of the Year results at HCC on 13th June with Cllr Burge; HAPTC AGM on 18th June at Wheathamstead; a presentation by Three Valleys Water at Hatfield on 19th June on their proposals for the next 15 years; Parish Plan meeting on 24th June with Cllr. Collingridge and Paula Deane; meeting with Paul Davis, Phil Dell and Ian Thompson & Cllr. Collingridge on 1st July to discuss the way forward for the Parish Plan; Climate Change conference put on by HCC at Hatfield on 1st July; Village of the Year ceremonies on 19th July at Kimpton (with Janet Pearce) and at Woolmer Green with other Parish Councillors. Letters of thanks have been sent; Planning meeting at WHBC on 31st July with reference to 39 London Road; Extra Council meeting on 2nd August to discuss Clerk's request for a salary increase; Extra council meeting on 2nd August to discuss planning; meeting with David Rogers on 5th August to discuss setting up allotments; meeting with John Beckerson from the museum's service on 11th August to discuss obtaining a display cabinet; two meetings with PCSO Rob Taylor; meeting with Borough Cllr Julie Cragg on 6th August; meeting with heating engineer on 12th August.

Cllr Day attended a Standards Committee meeting.

4. Correspondence: Cllr Cragg has forwarded a DVD of Village Day to the Parish Council.

5. HAPTC: A Councillor Training course will be held on 7 October and Finance Training on 17 September; both at Woolmer Green. A Business Continuity Course will take place on 28 October.

6. Youth Matters:

- a) James Mansell's request re youth reporting of crime: PCSO Rob Taylor is discussing the details with James.
- b) Children's Club: The rules for setting up a Rainbow Club were circulated to Cllrs. It would be impossible for anyone under 18 to meet these requirements.

7. Planning: (Cllr Bryant)

- a) Planning Meeting: Cllr Bryant gave an account of proceedings at the Planning Meeting held on 2 July where the Petit Forestier site plans were discussed. Cllrs had agreed to contact Mr C Chauhan of Dam Bolin Ltd. in order to establish the changes that had been made to the most recent application for a Care Home that were substantially different from the original application. Cllr S Markiewicz will present these points, supporting the application, at the WHBC Planning Meeting on 28 August and Parish Councillors will also attend and support the application.
- b) 1 Oak Road: The Parish Council had supported the application but have received no acknowledgement of their comments from WHBC. This matter will be put on the Agenda for the WHALC meeting on 1 September
- c) 39 London Road: Permission for a rear extension has been granted.
- d) 39 London Road: Despite an objection from the Parish Council to the erection of a wall and electronic gates permission was granted. Cllr Watson informed Cllrs that both Highways & PCSO Taylor had concerns about the installation of the gates and she proposed that future highways issues should be raised with HCC Highways. County Cllr Richard Smith will be contacted to establish the correct procedure for this. Cllrs agreed that a Terms of Engagement should be established with other Parish Councils and that WHBC Planning should supply a formal notification of decisions as evidence that Parish Councils' views had been taken into account. These issues will be added to the agenda of the WHALC Meeting on 1 September. **Action: Cllr Watson.**
- e) Planning Portal: Cllrs have recently discovered that comments sent via the online Planning Portal are not reaching WHBC Planning. Investigations by Cllr Watson have established that Parish Councils in other districts have been informed that the Planning Portal is not operational by their District Councils. Future comments will be e mailed.

f) The Chequers & Red Lion smoking shelters: WHBC Planning have requested that they are removed. Cllr Cragg is liaising between WHBC and The Chequers.

g) New Planning Applications: None.

8. Hall: (*Cllr Watson*)

a) Councillors' Surgeries: Cllr Bryant will attend the surgery on 6 September.

b) Cut Your Carbon Fund: The application for a grant was unsuccessful

c) Theft of Lead Roofing: After a letter from the Clerk to the insurance company saying the Council were seeking legal advice about the failure of their claim, the insurance company have reversed their decision. The lead will be replaced with an alternative material.

d) Hall Floor: The resurfacing of the hall floor was not completed as the floor lifted during the process. Work will resume on Wednesday 13 August.

e) Repair to table: The damaged table has not been repaired. The Clerk will pursue the matter.

Action: Clerk

f) Re-covering of chairs: 50 hall chairs are being recovered.

g) Grouting in Kitchen: The unfinished grouting has not been completed. The Clerk will pursue the matter.

Action: Clerk

h) Weddings: Cllrs decided against attending a Wedding Exhibition.

i) Hire charges and recovering of damage costs: Cllrs agreed to introduce a £25 per hour rate for Saturday evening parties from 6pm. This could then cover damages.

j) Display Cupboard: Cllr Watson is liaising with John Beckerson from the Welwyn Hatfield Museum Service to view some examples of display cupboards suitable for the hall.

k) Insulation: The contractor will be asked to commence work on installing the insulation.

Action: Cllr Watson

l) Water Miser: Details will be obtained about the possibility of installing a Water Miser to the hall water supply.

Action: Cllr Watson

9. Finance: (*Cllr Bryant*)

a) Payments and Accounts for June: These had been circulated and were agreed.

b) Payments and Accounts for July: These had been circulated and were agreed.

c) External Audit: The external auditor has asked for some amendments to be made to the Annual Return. Cllrs approved the amendments.

d) Gas & Electricity Payments: With reference to the Welwyn Hatfield Climate Change document the OGC will be asked if the hall can be transferred to their supply.

Action: Cllr Collingridge

e) CDA: Cllrs agreed to renew membership at a cost of £30.

10. Environment & Transport: (*Cllr Collingridge*)

a) Mardleybury Road Speed Limit: The Council has had no response from Highways on when the speed limit will be implemented.

Action: Cllr Collingridge

b) Footpath Map, Board & Leaflets: The Footpath Maps have been distributed. Cllrs agreed that the boards should be located at the pond; outside the hall; near the Parish notice board & by the school.

c) Barrier to Datchworth Footpath: Countryside Management will be contacted with regard to erecting a gate at Datchworth/Robbery Bottom footpath.

Action: Cllr Collingridge

d) Highways Meetings & Parish Plan Action: The actions of the meeting on 24 July will be circulated. The school have produced their School Travel Plan.

e) Report from Welwyn Road Safety Committee: The committee are planning a Safety Day at the hall next year.

f) Mardley Heath BMX Track: A meeting will be held with Leisure Services with a view to replacing the BMX track with alternative facilities.

Action: Cllr Watson

g) Jack Webber's new Album: Cllrs congratulated Jack Webber on his new footpath photo album. The possibility of transferring it to a CD will be explored.

Action: Cllr Watson

h) Recycling Bins: A resident has complained that the recycling bins are not emptied regularly. WHBC will be informed.

Action: Cllr Watson

11. Publicity: (*Cllr Collingridge*)

Welwyn Hatfield Life Magazine: An article about Woolmer Green will hopefully be published in the next issue of the magazine.

Action: Cllr Watson

12. Staff Matters:

a) Clerk appointment: Resulting from the resignation of the Clerk, Cllrs confirmed their discussion on 2 July and agreed to regularise the position regarding the Clerk and the Bookings Clerk / Minutes Secretary for the Parish by offering Janet Pearce the combined position as Acting Clerk to take

immediate effect. The present Clerk was thanked for his valuable contribution to the Parish and his offer to help implement the handover was gratefully accepted.

- b) Appointment of Handyman: Cllrs agreed that a casual handyman was needed to carry out repairs at the hall.

13. Grounds: (*Cllr Gribble*)

- a) Complaint from Bridge Road: The Clerk has written to the resident to say that the Sumach suckers on the Council land will be treated with weed killer.
- b) Old Pavilion site: Reclaimed granite sets will be used to create an attractive garden area on the site.
- c) Jolly Garden: The Grounds Contractor will be asked to prune the shrubs in the Jolly Garden.

Action: Clerk

- d) Monthly Playground Inspection: Cllr Burge carried out the inspection.

- e) Yearly Playground Inspection: Waiting to hear from WHBC.

- f) Playground Signs: Cllr Gribble agreed to produce the Playground Signs.

Action: Cllr Gribble

- g) Allotments: Matter being pursued.

Action: Cllr Watson

- h) Pre-school Learning Alliance: The PsLA are having a meeting to discuss their proposals to use the hall grounds on 10 September.

- i) Football Teams: Two teams will be using the football pitch on Sundays next season.

14. Grants:

- a) War Memorial: Cllr Day is proceeding with the matter.

Action: Cllr Day

- b) Grants from Borough: A Match Funding Grant will be applied for from the Community Chest to help finance the old Pavilion site garden.

Action: Cllr Watson

15. Pond:

Working Party: The working party will meet on 25 August and it has been agreed with Countryside Management to follow their risk assessments.

16. Village of the Year Competition:

- a) Following the success of winning the Hertfordshire East Competition, Woolmer Green received an award of £250 and a plaque which will be displayed in the hall.

- b) Entry to East of England Competition: Cllrs Burge and Watson will work on the entry to the East of England Competition.

Action: Cllrs Burge & Watson

17. Village Day: It was agreed to hold Village Day on 6 June 2009.

18. Speed Camera: Deferred till next meeting.

19. AOB:

- a) St Mary's School: This year's school SATS results are excellent.

- b) Stop Stansted Expansion Inquiry: Cllrs decided not to speak at the Inquiry.

20. Next Meeting: Tuesday 9 September 2008 starting at 7.30pm.