

**Wheathampstead Parish Council
Parish Council Meeting
24 September 2015, 19.30h**

Present	Councillors	D Johnston	Chairman
		D Davies	
		E Habib	
		L Halford	
		S Haynes	
		T Reason	
		J Warren	Clerk to the Council
		Press	0
		Public	0

4294-15 Apologies and introductions

Apologies were received and accepted from Councillors A Brewster (SADC meeting), G Clark (mayoral duties), A Dante, J Shardlow, P Wilby and P Woodhams (personal reasons).

4295-15 Specific Declarations of Interest & Dispensations

None.

4296-15 Public Speaking

None

4297-15 Minutes of Council

The Chairman proposed, and it was agreed that the Minutes of the meetings held on 27 August 2015 be approved.

Resolved To confirm the Minutes of the meetings held on 27 August 2015 to be a true and fair account and for these to be signed by the Chairman.

4298-15 Minutes of Committee Meetings

The Chairman proposed, and it was agreed, that the following draft Committee minutes and working group notes were received and adopted:

Resolved To receipt and adopt the draft minutes and notes of

Community Involvement Committee	2 Sept
Neighbourhood Plan SG Meeting regarding ASB	7 Sept
predominantly focusing	18 Sept

on youth behaviour

4299-15 Use of the Memorial Hall

St Helen's School biannual school ball, a major school fundraiser, was scheduled for Saturday 26 September. The hall was traditionally hired late Friday afternoon and evening for decoration, for the event Saturday evening and clear up on the Sunday. The hourly pricing structure introduced from January 2015 was disadvantageous to events which cover such a long lapsed period. A reduction in hire had been sought from the 50% local community group discount.

Councillor Reason proposed, seconded by Councillor Halford, and it was agreed that a 60% discount be approved for the current year. Reductions would be gradually reduced until the rate met the usual local community group reduction.

Resolved **That a 60% discount be approved for the current year. Reductions would be gradually reduced until the rate met the usual local community group reduction.**

4300-15 Gateway to Railway Platform

A proposal to install an arch to the east side of the railway platform steps had been circulated which two different sketch designs. This would be funded by donation and at no cost to the Parish Council.

Councillor Halford proposed, seconded by Councillor Habib, and it was agreed, that a sign saying Wheathampstead Station, complete with railway company logo be installed across the eastern steps.

Resolved: **That a sign saying Wheathampstead Station, complete with railway company logo be installed across the eastern steps.**

4301-15 Wheathampstead Parish Council Logo

As agreed at Minute 4278-15 the Clerk had sought some initial ideas to modernise the Council logo from a graphic designer, David Abbott, circulated for comment and to inform further development. Thanks were given for his assistance and the Clerk to feed back comments and preferences for the development of a modern logo suitable for use on a variety of media.

Resolved **1 To thank the graphic designer for preliminary ideas to inform discussion.**
2 Clerk to feedback details to enable development of a modernised logo.

4302-15 Grants Policy

Further to Minute 4266-15 amendments to the draft Grants Policy were suggested for adoption and advertising of grants up to £500 for 2016-17

The Chairman proposed, and it was agreed, that the policy as amended be brought to a later Council for consideration.

Resolved That the amended draft policy be brought to a later Council for consideration.

4303-15 Neighbourhood Plan Steering Group recommendations

The Chairman proposed, and it was agreed that the recommendations Reference for the Neighbourhood Plan Steering Group be approved and adopted:

- Approach community members with identified skill sets to join steering group
- A variety of consultation methods to be employed for the Neighbourhood Plan including Pump, website, article for WDPS newsletter, social media, 'Planning for Real'© type
- Approve roles and responsibilities of clerk and deputy clerk
- Cllr Shardlow to compile a list of evidence required
- Cllr Haynes to distil consultation information available including outstanding info from 2009 Village Plan
- Cllr Johnston to source WDPS signage statement.

Resolved To approve the recommendations of the Neighbourhood Plan Steering Group:

- **Approach community members with identified skill sets to join steering group**
- **A variety of consultation methods to be employed for the Neighbourhood Plan including Pump, website, article for WDPS newsletter, social media, 'Planning for Real'© type**
- **Approve roles and responsibilities of clerk and deputy clerk**
- **Cllr Shardlow to compile a list of evidence required**
- **Cllr Haynes to distil consultation information available including outstanding info from 2009 Village Plan**
- **Cllr Johnston to source WDPS signage statement.**

4304-15 Use of Social Media

Following the training session on 16 September Councillor Halford proposed, seconded by Councillor Haynes, that the Clerk set up and administer a Twitter Account on behalf of Wheathampstead Parish Council.

Councillor Halford proposed, seconded by Councillor Haynes, that Wendy Griffiths be thanked , and asked to continue, updating the Village Facebook Page and promoting Parish activities.

- Resolved:**
- 1 That the Clerk set up and administer a Twitter Account on behalf of Wheathampstead Parish Council.**
 - 2 That Wendy Griffiths be thanked , and asked to continue, updating the Village Facebook Page and promoting Parish activities.**

4304-15 Fireworks

The fireworks following Music on the Meads were to be paid for and sponsored by WEB. A £300 shortfall remained. It was reported that donations at the event were more generous than in 2014. Councillor Halford proposed, seconded by Councillor Haynes, that the £300 shortfall on the fireworks be paid for by the Parish Council from the Village Weekend budget.

- Resolved** **That the £300 shortfall on the fireworks be paid for by the Parish Council from the Village Weekend budget.**

4305-15 Financial Regularity

Councillors were reminded of the need for financial control and the Council's Financial Regulations. All purchase orders were to be administered from the office and in accordance with the Financial Regulations approved and adopted by Council in January 2015.

- Resolved** **To note the report**

4306-15 Butterfield Road play area and open space

It was reported that discussions continued regarding services provision and location.

- Resolved** **To note the report.**

4307-15 Accounts for Payment and Finance Reports

The circulated reports were reviewed and noted. The Audited Annual Return 2014-15 had yet to be returned from the external auditors

- Resolved** **To note the reports.**

4308-15 Consultations, training and meetings

The draft response to the Hertfordshire Minerals Local Plan consultation prepared by Councillors Davies, Shardlow and the Clerk had been circulated and was discussed. The Chairman proposed, and it was agreed, that the consultation response as amended be submitted.

Councillors Brewster, Halford, Johnston and the Clerk had attended a meeting regarding anti-social behaviour (Min 4298-15) with Youth Connexions, SADC and the police. Neil Kieran (SADC) had offered to assist specification of CCTV equipment. Agencies agreed the importance of sharing information, meetings to occur approximately quarterly.

Much of the discussion from the ASB meeting was taken to the PSF, attended by Cllr Johnston and the Clerk. Here it was noted that ASB in Wheathampstead, along with crime and assault had risen compared to the previous year. Priorities for the neighbourhood area – Harpenden, Redbourn, Sandridge and Wheathampstead and were reassessed as ASB, speeding and flytipping.

Councillors Halford and Johnston with the Clerk had attended the Scouts AGM and heard that the chief scout had retired.

Most councillors and the Clerk attended the social media training. Councillor Haynes and the Clerk had attended a course on Mapping and the Clerk on one on employment law.

The Chairman declared the meeting closed at 22.15h.

Dated this day of 2015

Chairman