

Wheathampstead Parish Council

Parish Council Meeting

1 March 2018 – 20:20

Present:	Councillors	D Johnston	Chairman
		J Booth	
		G Clark	
		D Davies	
		E Habib	
		L Halford	
		S Haynes	
		O McKenzie	
		T Reason	
		T Ryan	
		P Woodhams	
		J Warren	Clerk to the Council
		Press	0
		Public	3

5519-18 Apologies

None, all present.

5520-18 Public Speaking

Chrissy Chadney, Chairman of the Folly Fields Residents' Association, spoke of the safety concerns of residents exiting from Folly Fields onto the Lower Luton Road. They had formally requested that a mirror be installed opposite the junction facing east on Council owned Melissa Field to improve sight lines (Minute 5525-18)

5521-18 Specific Declarations of Interest & Dispensations

Councillor Clark declared an interest in Minute 5524-18 because of her membership of Plans North, St Albans District Council, and would look at the matter afresh should any plans be discussed at Plans North.

Councillor Booth declared a personal interest in Minute 5525-18 as he held an allotment on Folly so frequently used the Folly Fields-Lower Luton Road junction.

5522-18 Minutes of Council

The Chairman proposed, and it was agreed that the Minutes of the meetings held on 25 January 2018 be approved.

Resolved:

To confirm the Minutes of the meetings held on 25 January 2018 to be a true and fair account and for these to be signed by the Chairman.

5523-18 Minutes of Committee Meetings

Notes and minutes of working group and committee meetings had been circulated for information. The Chairman proposed, and it was agreed that these be received.

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Resolved:

To receive the notes and minutes of the following meetings:

Planning Committee	25 Jan
Neighbourhood Plan Steering Group	5 Feb
Maintenance Committee	12 Feb

5524-18 Plans referred from Planning Committee

A request had been received that the plans for the Katherine Warrington School, 5/2733-17, be called in by the Secretary of State for independent review. The Plans had been approved by HCC on 19 February. The Parish Council had subsequently received over 50 representations from members of the community who either supported, or were disappointed with, the decision. The matter was debated at length. Wheathampstead Parish Council remained concerned about the site and its location but there was evidence of an urgent need for local school places which would be significantly delayed should the plans be called in. Assurances of free transport for Wheathampstead children had been given by HCC and mitigation for archaeological materials. Wheathampstead Parish Council would monitor the progress of the school and do whatever it could to mitigate potential problems. The Parish Council would also seek representation on the governing council.

Councillor Clark requested that the vote be recorded.

Councillor Johnston proposed, seconded by Councillor Booth, and it was agreed that Wheathampstead Parish Council would not write to the Secretary of State requesting for the plan to be called in for independent review.

		For motion	Against motion
Councillor	D Johnston	✓	
	J Booth	✓	
	G Clark		✓
	D Davies	✓	
	E Habib	✓	
	L Halford	✓	
	S Haynes	✓	
	O McKenzie	✓	
	T Reason	✓	
	T Ryan	✓	
	P Woodhams	✓	

Resolved:

That Wheathampstead Parish Council would not write to the Secretary of State requesting for the plan to be called in for independent review.

5525-18 Folly Fields Junction and resident request

Further to Minute 5520-18 Hertfordshire County Council's technical guidance on traffic mirrors (Technical Guidance Note 5) had been previously circulated. This covered site assessment and inherent

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issues with traffic mirrors as well as technical specification and installation advice.

Councillors were sympathetic to the difficulties of sight lines for vehicles approaching from Wheathampstead. Councillor Haynes proposed, seconded by Councillor Woodhams, and it was agreed in principal that; subject to the Folly Fields Residents' Society taking responsibility for and funding both the mirror and its installation, and their working with HCC within its framework; a mirror may be installed on Melissa Field. They should return with a detailed proposal.

Resolved:

In principal that; subject to the Folly Fields Residents' Society taking responsibility for and funding both the mirror and its installation, and their working with HCC within its framework; a mirror may be installed on Melissa Field. The Folly Fields Residents' Association should return with a detailed proposal.

5526-18 Neighbourhood Plan Steering Group recommendations

None.

Resolved:

To note the report.

5527-18 Memorial Hall Working Group recommendations

It was reported that whilst the working group was making progress there were currently no recommendations for decision. .

Resolved:

To note the report.

5528-18 Fire Risk Assessment

The Chairman proposed, and it was agreed, that the Fire Risk Assessment with minor amendments be approved.

Resolved:

To approve the Fire Risk Assessment

5529-18 Approval of Risk Register

Deferred to a later meeting.

Resolved:

To defer consideration to a later meeting

5530-18 Policy Review and Approval

As recommended by Audit, Council annually reviewed its policy documents. The Chairman proposed, and it was agreed, that the following policies as discussed, some with minor amendments were approved:

Complaints Policy
Whistle blowing Policy

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Anti-Bribery statement
Code of Conduct
Conflicts of Interest
Open spaces
Gritting and Clearing Memorial Hall Access and Car Park
Banner Policy
Child Protection
Pensions Discretions Policy
Grazing
Tree Strategy (approved 9 Jan 2017)
Use of Parish Council Amenity Areas for Organised Events
Grants Policy
Equality and Diversity
Commemorative Bench Policy
Health and Safety
Training and development Policy
FOI Publication Scheme
Document retention

Resolved:

To approve and adopt as amended the following policies

Complaints Policy
Whistle blowing Policy
Anti-Bribery statement
Code of Conduct
Conflicts of Interest
Open spaces
Gritting and Clearing Memorial Hall Access and Car Park
Banner Policy
Child protection
Pensions Discretions Policy
Grazing
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Use of Parish Council Amenity Areas for Organised Events
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Equality and Diversity
Commemorative Bench Policy
Health and Safety
Training and development Policy
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5531-18 Impact of General Data Protection Regulations

The Clerk and several councillors were to receive further training.
Budget provision had been made.

Resolved:

To note the report.

5532-18 IT and email provision

Further to Minute 5479-18 it was agreed that a group of officers and councillors visit Biggleswade to view a comparative IT system.

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Resolved:

To arrange a visit to Biggleswade.

5533-18 Railway memorabilia

It was reported that a rare 'Wheathampstead' seat back sign from the Welwyn to Luton and Dunstable route was to go to auction. It was the first example to appear at auction and was expected to raise £500-£800. The station did not have totems (a geographical representation of the name). A crowd funding site has been set up to consider bidding for it as a village asset, replicas to be displayed at the station site. £1,060 had so far been raised by private donations and from the WDPS. The Chairman proposed, and it was agreed, that the Parish Council submit the crowd funded bid up to £1,280.

Post meeting note, the seat back plate sold for £1,500. A letter had been sent to the buyer via the auction house requesting the loan of the artefact to make a cast iron replica for the village.

Resolved:

To submit a crowd funded bid for the seat back sign, up to £1,280.

5534-18 Project and Task Review

The list of projects and tasks was discussed. It was noted that snow had continued to fall for the last couple of days and the car park was currently white. Consideration was given to last minute cancellation by hirers of the Memorial Hall citing snow fall amongst reasons for cancellation, but with the expectation that invoices would be waived. Councillor Ryan proposed, seconded by Councillor Booth, and it was agreed, that the Clerk be given authority as she felt appropriate to waive or reduce invoices in the event of exceptional circumstances.

Resolved:

- **To note the report and amended priorities.**
- **Clerk be given authority to amend invoices in event of exceptional circumstances.**

5535-18 Accounts and Finance Reports including VAT review

The Chairman proposed, and it was agreed, to note the reports. The VAT consultant to be approached for advice prior to any major expenditure

Resolved:

To note the reports.

5536-18 Consultations

The Chairman proposed, and it was agreed that the Clerk submit the response to St Albans Community Safety Partnership consultation.

Resolved:

That the Clerk submit the response to St Albans Community Safety Partnership consultation.

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5537-18 Training and reports on training and meetings.

Further to Minute 5532-18 the Chairman reported on a meeting with an IT provider, also present councillors McKenzie and Haynes and the Clerk.

The Chairman, with the Clerk and Councillor Halford has looked at Jarvis's proposed submission to develop the reed bed.

Councillors Clark, Halford, Haynes and Ryan had had a further meeting to consider Sunday bus provision.

Councillors Clark and Booth, with the Clerk, had attended the Community Conference, the emphasis of which had been about the value and best use of volunteers. Councillor Clark has assisted in judging charity work undertaken by young people at St Albans Girls School.

The Clerk had met with the new PCSO, Joshua Walton.

Resolved:

To note the reports.

5422-17 Additional time

The Chairman proposed, and it was agreed, as it was 22:20, to suspend Standing Order 3 and the meeting go into extra time.

Resolved

To suspend Standing Orders and continue the meeting

5538-18 Exclusion of Press and Public

The Chairman proposed and it was agreed that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

Resolved:

To exclude press and public.

5539-18 Council Assets

Council had received a request to approve a Deed of Variation to former councillor Derek Hills's will. Legal costs would be borne by Mrs Walford. Councillor Booth proposed, seconded by Councillor Reason, and it was agreed that a Deed of Variation be agreed in principle.

A request to amend the right of way details for Dapplewood House was considered. The Chairman proposed, and it was agreed, that any right of way should be limited to a single dwelling, and that a maintenance clause be included with liability specified if this was not adequately maintained.

The Chairman and Vice chairman had informally met a resident of Moat House. Councillors were advised that they were unhappy with

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the maintenance arrangements for the Grade Listed crinkle crinkle wall put in place by the developer.

St Albans District Council had approached all town and parish councils requesting that their 'Operation London Bridge' protocol be adopted. The Chairman proposed and it was agreed that the Clerk produce a simplified version for local adoption.

Resolved:

- **To note the reports**
- **To agree in principle a Deed of Variation to Derek Hills' will**
- **That any right of way to Dapplewood House should be limited to a single dwelling, and that a maintenance clause be included with liability specified if this was not adequately maintained.**
- **The Clerk produce a simplified version of Operation London Bridge for local adoption.**

5540-18 Readmission of Press and Public

The Chairman proposed, and it was agreed, to readmit press and public.

Resolved:

To readmit press and public

The Chairman declared the meeting closed at 22:42

Dated this day of 2018

Chairman