

**Wheathampstead Parish Council
Parish Council Meeting
30 March 2017, 20.00h**

Present	Councillors	D Johnston	Chairman
		D Davies	
		E Habib	
		L Halford	
		S Haynes	
		T Reason	
		J Shardlow	
		P Wilby	
		P Woodhams	
		J Warren	Clerk to the Council
		Press	0
		Public	1

5064-17 Apologies

Apologies were received from Councillors A Brewster, G Clark and A Dante (personal reasons) and T Reason (late).

5065-17 Public Speaking

David Cairns on behalf of Right School Right Place circulated a report and a verbal update on progress of the new secondary school at Batford. Timelines had been published, but RSRP voiced concerns over accuracy/use of pertinent data as well as anticipated admissions. He sought confirmation (which was given) that the Parish Council would participate in any further consultations on the school.

5066-17 Specific Declarations of Interest & Dispensations

None.

5067-17 Minutes of Council

The Chairman proposed, and it was agreed, that the Minutes of the meeting held on 23 February 2017 be approved.

Resolved To confirm the Minutes of the meeting held on 23 February 2017 to be a true and fair account and for these to be signed by the Chairman.

5068-17 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:

Nomansland Joint Management Committee	19 January 2017
Maintenance Committee	27 February 2017

Wheathampstead Community Safety Forum 6 March 2017
 Neighbourhood Plan Steering Group 6 March 2017
 Planning Committee 20 March 2017

Resolved To receipt and adopt the draft minutes and notes of

Nomansland Joint Management Committee	19 January 2017
Maintenance Committee	27 February 2017
Wheathampstead Community Safety Forum	6 March 2017
Neighbourhood Plan Steering Group	6 March 2017
Planning Committee	20 March 2017

5069-17 Neighbourhood Plan Steering Group recommendations

Councillors considered the recommendations of the Neighbourhood Plan Steering Group. There was debate over the need for and process of Parish Council 'calling for sites'. It was agreed that future information be sought upon which to make a decision. The Chairman proposed, and it was agreed that a meeting be sought with the Head of Spatial Planning.

Councillor Reason arrived during discussion on this matter.

Resolved To arrange a meeting with St Albans District Council's Head of Spatial Planning.

5070-17 Tennis Club Refurbishment

Councillor Woodhams proposed, seconded by Councillor Halford, and it was agreed to approve WLTC's request to refurbish the kitchen of the Tennis Club pavilion, leased from WPC at their expense.

Resolved To approve kitchen refurbishment of the Tennis Club by Lessee Wheathampstead Lawn Tennis Club.

5071-17 Plans referred from Planning Committee

Consideration was given to the following plan:

5/2017/0361	The Bull 11 High Street	Installation of external lighting and umbrella to rear patio area and proposed statue outside main entrance
	Wheathampstead Hertfordshire AL4 8BS	

The Chairman proposed, and it was agreed that a recommendation to SADC be made of REFUSAL until there is sufficient information on scale and materials to make a proper judgement.

Resolved To recommend to St Albans District Council: REFUSAL until there is sufficient information

on scale and materials to make a proper judgement.

5072-17 Picnic and Duck Race 21 May

Councillor Wilby proposed, seconded by Councillor Habib, and it was agreed to approve to approve Trinity St Albans United Church request to hold a picnic and duck race on the Meads in aid of Christian Aid.

Resolved To approve Trinity St Albans United Church request to hold a picnic and duck race on the Meads in aid of Christian Aid.

5073-17 Review of draft facilities White Paper

The Chairman reported on an informal meeting with Rev'd Richard Banham to discuss progress on development of a church hall, alterations to the United Church's premises and possible joint community use of a redeveloped Tithe Barn. It was agreed that there was room for potential further discussion

Resolved To note the report.

5074-17 Project and task review

The list of projects and tasks was discussed. Priorities identified at Minute 5022-17 were complete or in progress. It was agreed that notices be placed on noticeboards asking people to contact the office if they wished to continue using the boards. No responses had been received to the newsletter article asking people to identify which boards should be retained. It was agreed that the project looking at the future use of the Memorial Hall be prioritised.

Resolved To note the report.

5075-17 Accounts for Payment and Finance Reports

The Chairman proposed and it was agreed to note the reports

Resolved To note the reports.

5076-17 Consultations

None discussed, electric hackney carriages to be deferred to a later meeting.

5077-17 Reports on training and meetings

Councillor Clark visited County archives and the traffic management department. Her written report on this interesting meeting had been circulated.

Councillors Johnston and Woodhams with the Clerk attended a

meeting with Mike Peters from Jarvis to discuss King Edward Place: access for emergency vehicles, the entrance including signage and parking. Mr Peters agreed to remove unnecessary signage and look at amending the design for vehicular access, parking and bollards adjacent to Tithe Barn Yard.

The Clerk attended the CIPFA SE Spring Conference and AGM which was a good networking and professional briefing event.

Resolved To note the reports.

5078-17 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.

5079-17 Recruitment

It was reported that Simbo Nuga was being replaced. Councillors Johnston and Reason with the Clerk had met the area manager for Reed Recruitment Agency and further promising interviews following screening had taken place earlier in the day. It was anticipated that, subject to references etc a replacement Finance, Meetings and Administration Assistant would be available in about a week. Ellie Metherell had been appointed to the post of Events and Community Liaison Assistant effective from May.

Details of their contracts of employment were discussed and agreed as at Minute 5027-17.

Resolved To note the report.

5080-17 Pension Scheme

Deferred pending comparative details of defined benefit and defined contribution schemes.

5081-17 Bank Mandate

Further to Minutes 4964-17 and 5030-17 The Chairman proposed, and it was agreed that the Finance, Meetings and Administration Assistant added to the bank signatories mandate and to operate the online banking.

Resolved 1 That the Finance, Meetings and Administration Assistant be added to the bank signatories mandate and to operate

the online banking.**5082-17 Wheathampstead Lawn Tennis Club**

The tender report dated 28 march had been circulated. The Chairman proposed and it was agreed, that the WLTC's recommendations be approved, namely:

1. For WLTC to conclude a contract with Fosse Contracts within the limit of a £24k contribution from WPC.
2. To agree a programme for the works on site in August.
3. To agree a retention of approximately 5% to cover for immediate aftercare issues, payable say after 3 months of completion.
4. To agree a payment schedule, avoiding any payments in advance.
5. Subject to 1 – 4 above and WLTC reporting back, for WPC to agree to place an order for the works in early April.

- Resolved**
- 1 For WLTC to conclude a contract with Fosse Contracts within the limit of a £24k contribution from WPC.**
 - 2 To agree a programme for the works on site in August.**
 - 3 To agree a retention of approximately 5% to cover for immediate aftercare issues, payable say after 3 months of completion.**
 - 4 To agree a payment schedule, avoiding any payments in advance.**
 - 5 Subject to 1 – 4 above and WLTC reporting back, for WPC to agree to place an order for the works in early April.**

5083-17 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 22.10h.

Dated this day of 2017

Chairman