

**Wheathampstead Parish Council
Parish Council Meeting
26 February 2015, 19.30h**

Present	Councillors	D Johnston	Chairman
		I Begg	
		G Clark	
		D Davies	
		S Haynes	
		T Reason	
		J Shardlow	
		P Wilby	
		P Woodhams	
		J Warren	Clerk
		Public	1
		Press	0

3972-15 Apologies

Apologies were received and accepted from Councillors A Brewster, N Clements, L Halford (personal reasons) and I Begg (late – train delays).

3973-15 Specific Declarations of Interest & Dispensations

Councillor Reason declared a pecuniary interest in Minute 3977-15, took no part in the discussion or voting. Councillor Woodhams, as member of the Horticultural Society, declared a personal interest in Minute 3994-15.

3974-15 Minutes of Council

The Chairman proposed and it was agreed that the Minutes of the meeting held on 29 January 2015 be approved.

Resolved **To confirm the Minutes of the meeting held on 29 January 2015 to be a true and fair account and for these to be signed by the Chairman.**

3975-15 Report from County Councillor Maxine Crawley

Councillor Crawley had sent apologies that she was unable to attend. Her written report advised that :

1. HCC were to put forward Site F as its preferred free school site. WPC's report had been circulated at the Enterprise, Education and Skills Cabinet meeting on 13 February, and would be sent on to the EFA
2. Wheathampstead library had been designated 'Tier 3', ie to be run by supported trained volunteers and the virtual library system. It was also a potential candidate for relocation to the Fire Station; in light of the refurbishment plans for the Memorial Hall she sought a steer from the

Parish Council.

3. Resurfacing work had been undertaken to the Station Road roundabout. It was noted that line marking to the Swan roundabout had faded badly. Road repairs to the High Street and Brewhouse Hill were scheduled.
4. No further information was available regarding the Wheathampstead Pay and Play Golf Club.
5. £1000 locality budget had been allocated to the Bury Green Triangle project.

Resolved To note the report.

3976-15 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:

Community Involvement Committee	23 February 2015
Planning Committee	17 February 2015
Village Plan Working Group	18 February 2015
Facilities Management WG	12 February 2015
Bury Green Triangle WG	9 February 2015

Resolved To receipt and adopt the draft Minutes of

Community Involvement Committee	23 February 2015
Planning Committee	17 February 2015
Village Plan Working Group	18 February 2015
Facilities Management WG	12 February 2015
Bury Green Triangle WG	9 February 2015

3977-15 Planning Committee recommendations

Councillor Begg arrived during discussion of this item.

The Chairman proposed, and it was agreed, to approve the recommendations of the planning committee on 17 February 2015(attached) as the meeting had not been legally constituted.

Resolved To approve the recommendations of the Planning Committee on 17 February and submit these to St Albans District Council.

3978-15 Village Plan or Neighbourhood Plan

The Chairman gave a brief presentation about Neighbourhood

Plans, the working Group of 18 February having recommended that Council proceed with a Neighbourhood Plan for the Parish of Wheathampstead.

Councillor Shardlow proposed, seconded by Councillor Begg, and it was agreed:

1. To develop a Neighbourhood Plan as soon as practical.
2. To agree and submit a Neighbourhood Plan area to St Albans District Council.
3. To mention the intention to develop a Neighbourhood Plan at the Annual Parish Meeting on 18 March 2015
4. That the designated area for the Neighbourhood Plan be the Parish boundary.

Resolved

- 1 To develop a Neighbourhood Plan as soon as practical.**
- 2 To agree and submit a Neighbourhood Plan area to St Albans District Council.**
- 3 To mention the intention to develop a Neighbourhood Plan at the Annual Parish Meeting on 18 March 2015**
- 4 That the designated area for the Neighbourhood Plan be the Parish boundary.**

3979-15 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

3980-15 Restrictive covenant 32 Wick Avenue

At Minute 3566-14 Council had been asked by the residents of 32 Wick Avenue to consider permitting an extension to their property which carried a restrictive covenant imposed by the Parish Council. The resolution was ' in principal and subject to a financial consideration, the Parish Council would consider permitting building on the land formerly theirs.' Councillors had now been asked to consider a request not to impose a financial charge, details had been circulated.

Councillor Reason proposed, seconded by Councillor Begg, and it was agreed:

1. To consult Council's land agent regarding the value of the covenant.
2. To discuss options whether to re-impose the covenant or not should building permission be given.
3. To budget up to £500 land agent fees.

- Resolved**
- 1 To consult Council's land agent regarding the value of the covenant.**
 - 2 To discuss options whether to re-impose the covenant or not should building permission be given.**
 - 3 To budget up to £500 land agent fees.**

3981-15 Meeting regarding future use of the library

The Chairman reported on the meeting regarding potential alternative use of the Memorial Hall currently used by the library service.

Resolved To note the report.

3982-15 Readmission of Press and Public

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

Resolved To readmit press and public

3983-15 Sage upgrade

Councillor Begg proposed, seconded by Councillor Shardlow, and it was agreed to approve the upgrade of Sage software to Sage 50 with financial software module with 13 months support cover-£1625. This was within budget provision and would give access to improved financial reporting including against budgets.

Resolved To approve the upgrade of Sage software to Sage 50 with financial software module.

3984-15 Wheathampstead Library

As noted at Minute 3975-15 HCC was reviewing its library provision countywide. Wheathampstead was one of four sites being considered for relocation to a fire station.

Councillor Reason proposed, seconded by Councillor Shardlow, and it was agreed that the following response be sent to Hertfordshire County Council via Councillor Crawley.

"Wheathampstead Parish Council recognises the community value of both the fire station and the library and wish to support the longevity of both.

The library is currently situated within the Parish Council owned Memorial Hall, which in itself forms a hub for the village with doctors and dentist surgeries and the fire station nearby, as well as playing fields, sports facilities and the river. Many community groups use the Memorial Hall for meetings and recreation and the Parish Council offices serve as a mini information point.

WPC would like the library to stay in its current location. It is a modern attractive facility within the Village hub. The Parish Council is currently reviewing the use of the Memorial Hall and its facilities and has engaged an architect to draw up plans to redesign it, making it a truly fit for purpose modern building to serve its community. With these changes in place WPC ask that any decisions regarding the use of the rooms currently leased to HCC for library use be communicated at the earliest stages. At present plans are being designed on the assumption of no change to the library area. It is anticipated that any building works will be phased so timely amendments should be possible but earlier warning will assist with overall design.

Thank you for working with us.”

Resolved: To respond to HCC and Councillor Crawley: “Wheathampstead Parish Council recognises the community value of both the fire station and the library and wish to support the longevity of both.

The library is currently situated within the Parish Council owned Memorial Hall, which in itself forms a hub for the village with doctors and dentist surgeries and the fire station nearby, as well as playing fields, sports facilities and the river. Many community groups use the Memorial Hall for meetings and recreation and the Parish Council offices serve as a mini information point.

WPC would like the library to stay in its current location. It is a modern attractive facility within the Village hub. The Parish Council is currently reviewing the use of the Memorial Hall and its facilities and has engaged an architect to draw up plans to redesign it, making it a truly fit for purpose modern building to serve its community. With these changes in place WPC ask that any decisions regarding the use of the rooms currently leased to HCC for library use be communicated at the earliest stages. At present plans are being designed on the assumption of no change to the library area. It is anticipated that any building works will be phased so timely amendments should be possible but earlier warning will assist with overall design.

Thank you for working with us.”

3985-15 Annual Parish Meeting – 18 March - format

The format of the forthcoming Annual Parish Meeting was discussed. It was noted that Linda Smith, of the Hertfordshire Natural History Society, was confirmed as guest speaker at the APM on 18 March, she would speak about Heartwood Forest. The Chairman proposed, and it was agreed, that the format of the previous year be retained, presentations would be made by Councillors Halford, Johnston and Woodhams.

Councillor Begg proposed, seconded by Councillor Wilby, and it was agreed, that a sponsor be sought for refreshments, Clerk to contact WEB (Wheathampstead for Enterprising Businesses). If no sponsor was forthcoming then wine to be purchased from the Village Off Licence.

The Clerk would confirm with HAPTC that this was an acceptable use of the General Power of Competence.

- Resolved**
- 1 Format of APM to follow that of 2014.**
 - 2 Sponsor for refreshments to be sought through WEB.**
 - 3 Wine to be purchased from the Village Off Licence if no sponsor forthcoming.**

3986-15 Update on HMWT proposal for enhancements to the Forge

Further to Minute 3930-15 it was reported that the HMWT had withdrawn their ambitious proposal to enhance the Forge.

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

3987-15 Consultation response – Welwyn Hatfield Local Plan

It was agreed that Councillor Shardlow circulate a draft response for consideration by all.

- Resolved** **Councillor Shardlow to circulate a draft response for consideration and submittal by the Clerk**

3988-15 Celebrating 40+ Years as parish councillor

It was noted that Councillor Clements had served as parish councillor for some 42 years, he had informally indicated that he was likely to step down at the forthcoming election. During this period he had served as Council chairman and chairman of the former Highways and Public Transport Committee, and also on the District Council. Consideration was given to a means to celebrate this achievement.

Councillor Reason proposed, seconded by Councillor Shardlow, and it was agreed, that a small celebration to mark this achievement be held after Easter. Invitations would be sent to past colleagues and groups he had worked with. A budget of

£300, from reserves was allocated under the General Power of Competence

- Resolved**
- 1 To hold a small celebration to mark Councillor Clements service to the parish after Easter.**
 - 2 To allocate a £300 budget.**

3989-15 Website Update

The Chairman gave a demonstration of the new website and encouraged all councillors to access it and feedback comments. A few gremlins had been identified for amendment prior to it being made live. He and the deputy Clerk were thanked for their work in populating it.

- Resolved**
- To note the report and feedback to Chairman and Clerk.**

3990-15 Approval of FOI Publication Scheme

Councillor Begg proposed, seconded by Councillor Shardlow, and it was agreed, to reapprove the FOI Publication Scheme.

- Resolved**
- To reapprove the Freedom of Information Publication Scheme.**

3991-15 Request to use Butterfield Car Park on 16 August

Councillor Begg proposed, seconded by Councillor Clark, and it was agreed to approve the request for participants of Leila's Run to park in the Butterfield car park on 16 August. The usual fee of £100 would in this case be waived so it could be donated to the hospice the run was supporting.

- Resolved**
- 1 To permit use of the car park off Butterfield Road for this small local event in memory of a former resident.**
 - 2 The usual fee of £100 would in this case be waived so it could be donated to the hospice the run was supporting.**

3992-15 Accounts for Payment and Finance Report

The above reports were reviewed and noted. Outstanding debtors would be advised of the bad debt policy formalised at Minute 3994-15

- Resolved**
- To note the reports**

3993-15 Nursery Deposit

It was reported that following the transfer of ownership and lease for the Rainbow Nursery the rent deposit plus interest was due for return. The Clerk was to confirm the £15,000 receipt in 2006 and interest calculation. The rent deposit of £11,250 from the incoming tenant had been received, this would be invested in an identifiable account.

- Resolved**
- 1 To note the report.**
 - 2 To invest the rent deposit of £11,250 in an identifiable account.**
 - 3 To return the previous rent deposit of £15,000 plus interest to the outgoing business.**

3994-15 Bad Debt Policy

Councillor Begg proposed, seconded by Councillor Shardlow and it was agreed to approve and adopt the bad debtors policy.

- Resolved** **To approve and adopt the bad debtors policy.**

3995-15 Consultations, training and meetings

Councillor Halford reported on the WEB meeting.

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

The Chairman declared the meeting closed at 22.05h.

Dated this day of 2015

Chairman