

**Wheathampstead Parish Council
Parish Council Meeting
25 August 2016, 19.30h**

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

4760-16 Apologies

Apologies were received from Councillors A Brewster and J Shardlow.

4761-16 Public Speaking

None.

4762-16 Specific Declarations of Interest & Dispensations

None

4763-16 Presentations on suggestions for use of the library space one the library relocated to the Fire Stations

Consideration was to be given to utilising the library space once the area became vacant. Ideas were being sought from the local community.

Currently the History Society's records, archives and artefacts are privately maintained by the Society's Secretary, which makes them relatively inaccessible. Patrick McNeill on behalf of the History Society committee suggested that it would be beneficial to have these properly archived and securely stored in a small area of the space used by the library. Assistance with cataloguing and archiving had been offered by St Albans and Hertfordshire Architectural and Archaeological Society (the 'Arc and Arc'). Besides filing and some limited shelf space, shared access to tables and chairs would be necessary, and possibly a display cabinet. It was anticipated that the facility be advertised and manned for a specified period, perhaps a couple of hours twice a week to start with (similar to the Arc and Arc library), and/or by appointment.

Resolved To note the request

4764-16 Minutes of Council

The Chairman proposed, and it was agreed that the Minutes of the meetings held on 28 July 2016 be approved.

Resolved To confirm the Minutes of the meetings held on 28 July 2016 to be a true and fair account and for these to be signed by the Chairman.

4764-16 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:

Wheathampstead Community Safety Forum	8 June 2016
Maintenance Committee	18 July 2016
Community Involvement Committee	25 July 2016
Neighbourhood Plan SG	1 August 2016
Lights Up Working Group	2 August 2016
Planning Committee	15 August 2016

Resolved To receipt and adopt the draft minutes and notes of

Wheathampstead Community Safety Forum	8 June 2016
Maintenance Committee	18 July 2016
Community Involvement Committee	25 July 2016
Neighbourhood Plan SG	1 August 2016
Lights Up Working Group	2 August 2016
Planning Committee	15 August 2016

4765-16 Neighbourhood Plan recommendations

It was noted that Alison Eardley had agreed to trial the use of Skype to interact with the Neighbourhood Plan Steering Group. With regret Julia Scott had resigned from the steering group because of work pressures. The group was in the process of producing a Housing Needs Survey. This would be brought to Council for approval

Resolved To note the reports.

4766-16 Plans referred from Planning Committee

None.

4767-16 Memorial Hall refurbishment

Further to Minute 4708-16 and 4746-16 it was reported that the rear wall had been satisfactorily painted and the remaining Audio Visual work undertaken. A date had be diarised for the intruder alarm and refurbishing the hall and stage floors.

Resolved To note the report

4768-16 Project and task review

Further to Minute 4747-16 a list of projects and tasks had been circulated and was noted

Resolved To note the report and to feedback information to the Clerk.

4769-16 Christmas Lights

The Chairman proposed, and it was agreed, that Lamps and Tubes Illuminations Ltd be appointed as Christmas Lights contractor as recommended by the Lights Up working group.

Resolved That Lamps and Tubes Illuminations Ltd be appointed as Christmas Lights contractor for three years from 2016.

4770-16 Banking information

It was reported that under the Money Laundering Regulations the Co-Operative Bank periodically had to review details of its accounts. Signatories were to provide: full legal name, home address, date of birth, nationality.

Resolved To provide the Co-Operative Bank with signatories' full legal name, home address, date of birth and nationality to comply with Money Laundering Regulations.

4771-16 Update of Financial Regulations

Further to Minute 4770-16 the Chairman proposed and it was agreed to review and update Financial Regulations and provide a copy to the Co-Op Bank as part of review process. Signatories to be any two of Cllrs Johnston, A Brewster, G Clark, A Dante, D Davies, L Halford, S Haynes, T Reason, J Shardlow, P Wilby, P Woodhams plus one of Clerk (J Warren), Deputy Clerk (L Harrison) or Accounts Administrator (V Puttock). Online banking to be administered by any two of D Johnston, J Warren, L Harrison, V Puttock.

Resolved To review and update Financial Regulations and provide a copy to the Co-Op Bank as part of review process. Signatories to be any two of Cllrs Johnston, A Brewster, G Clark, A Dante, D Davies, L Halford, S Haynes, T Reason, J Shardlow, P Wilby, P Woodhams plus one of Clerk (J Warren), Deputy Clerk (L Harrison) or Accounts Administrator (V

Puttock). Online banking to be administered by any two of D Johnston, J Warren, L Harrison, V Puttock.

4772-16 Accounts for Payment and Finance Reports

The Chairman proposed and it was agreed to note the reports

Resolved To note the reports.

4773-16 Consultations

Councillor Shardlow had agreed to prepare a draft response to St Albans District Council Detailed Local Plan policies consultation for the Neighbourhood Plan Steering Group and the Community Involvement Committee to consider and approve.

She would also prepare a draft response regarding the Symondshyde Development proposed in the Welwyn Hatfield Local Plan for consideration by Council.

Copies of consultation papers were available in the Office

Resolved Councillor Shardlow to prepare draft responses on St Albans District and Welwyn Hatfield Detailed Local Plans for consideration by Wheathampstead Parish Council.

4755-16 Reports on training and meetings

The Clerk with Councillors Johnston, Brewster, Halford and Haynes, and Andy Ellis (Wheathampstead Wanderers FC) had attended a meeting with representatives of Herts FA and the Football Foundation as part of the follow up to the grant award process for the ATP. Facility management, finances and usage were covered.

Councillors Johnston and Reason and the Clerk had met a surveyor to discuss access at Bower Heath. The Clerk had also met to discuss potential changes to Footpath 53.

Further to Minute 4763-16 Councillors Halford, Johnston and Shardlow and the Clerk and Deputy Clerk met with Unit Fitness to hear of possible use of the library space for gym / fitness use.

Resolved To note the reports

4756-16 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.

4757-16 Bower Heath

Further to Minute 4755-16 The Chairman proposed, and it was agreed, that easement negotiations be entered into with Fisher German, and that Mr Dangerfield or his agent be informed.

Resolved That easement negotiations be entered into with Fisher German, and that Mr Dangerfield or his agent be informed.

4758-16 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 21.30h.

Dated this day of 2016

Chairman