

Wheathampstead Parish Council

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Clerk to the Council: Julia Warren

21 January 2016

To: All Councillors

Cllrs: D Johnston (Chairman), A Brewster, G Clark, A Dante, D Davies, E Habib, L Halford, S Haynes, T Reason, J Shardlow, P Wilby, P Woodhams

Notice of Meeting

You are hereby summoned to a **Meeting of the Parish Council** to be held in the **Hewitt Room** on **Thursday 28 January 2016 at 7.30pm.**

Julia Warren
Clerk to the Council

Agenda

- 1 Apologies for absence**
- 2 Specific Declarations of Interests and Dispensations**
- 3 Public Speaking**
- 4 Minutes of Council**
To approve the Minutes of the Parish Council meetings held on 26 November 2015 *ATTACHED.*
- 5 Minutes of Committee Meetings**
To receive the minutes of Committees and approve notes of the following Steering group meetings.

Wheathampstead Community Safety Forum	11 November 2015
Maintenance Committee	16 November 2015, 18 January
Community Involvement Committee	7 December 2015
Allotments Committee	14 Dec 2015
Planning Committee	9 Dec 2015, 11 Jan 2016
Neighbourhood Plan SG	4 Jan 2016
Crinkle Crankle Garden WG	5 Jan 2016

Village Weekend WG	12 Jan 2016
Nomansland Joint Committee	14 Jan 2016
Bury Green Garden WG	21 Jan 2016
Finance Committee	25 Jan 2016

7 Bank Report

Report attached to note balances

8 Accounts and Finance Reports

Attached for consideration and approval.

9 Budget 2016-7 and precept recommendation

To consider the budget for 2015-16 as resolved at Finance Committee on 25 January 2016, and determine a Parish Council precept

- Recommendation:
- 1 To agree a budget for 2016-17
 - 2 To agree a precept for 2016-17 and that the Parish Clerk notify St Albans District Council of this precept.
 - 3 To note that the calculations had not been based upon receipt of a grant from SADC to offset the changes to the tax base created by the Council Tax Technical Reform Changes and the Localised Council Tax Support Scheme

10 Approved contractors list

2015 list appended for consideration and re- approval

11 Insurance review of fidelity guarantee

Review as recommended by audit

12 Fire Risk assessment

To approve and adopt the draft fire risk assessment for the Memorial Hall as attached .

13 Approval of Risk Register

Attached

14 Approval of electrical works

Tender approval for electrical works including new house lights in Memorial Hall

15 Review and approval of standing orders

Attached

16 Review and approval of financial regulations

Attached

17 Policy review and approval

- Internet and Email policy
- Media protocol
- Dignity at Work/ Bullying and Harassment Policy
- Disciplinary Procedure
- Grievance Procedure
- 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
- Tree Strategy
- Use of Parish Council Amenity Areas for Organised Events
- Grants policy

- Equality and Diversity
- Commemorative Bench policy
- Health and Safety
- Training and development policy- 2 versions
- FOI Publication Scheme

18 Neighbourhood Plan

To approve recommendations of Neighbourhood Plan Steering Group: Vision statement .

19 Request to build a drainage pond on Cherry Tree Lane

Request from Highways circulated.

20 Play group request

Report from Cllr Wilby to follow

21 Sewage spill- Old Rectory Gardens

Progress report

To note the sewage leak at Old Rectory Gardens which has spread to Rectory Meadow, to thank Iain Begg for his efforts in pursuing Thames Water and update on WPC's progress on the complaints on delays in rectifying it.

22 Sandringham consultation

23 SLP consultation

24 Passenger Assistant Consultation

25 Symondshyde consultation

26 Reports on training and meetings

Reports from councillors including:

Advanced Planning 3 – Enforcement

Emergency planning

Health & Well being conference

SADALC

Nomansland Joint Committee

Peninsula re HR and H&S support.