

**Wheathampstead Parish Council  
Parish Council Meeting  
30 October 2014, 19.30h**

|         |             |   |                           |
|---------|-------------|---|---------------------------|
| Present | Councillors | D Johnston<br>I Begg<br>A Brewster<br>G Clark<br>N Clements<br>D Davies<br>L Halford<br>S Haynes<br>T Reason<br>P Wilby | Chairman                  |
|         |             | L Harrison<br>J Warren  | Deputy Clerk<br>Clerk     |
|         |             | Lydia Gladwin   | Wheathampstead<br>Friends |
|         |             | Public  | 0                         |
|         |             | Press   | 0                         |

**3825-14 Apologies**

Apologies were received and accepted from Councillors J Shardlow and P Woodhams (personal reasons).

**3826-14 Public Speaking**

None.

**3827-14 Presentation – Dementia Friends and the concept of a 'Dementia Friendly Community'**

A presentation was given by the co-ordinator of Wheathampstead Friends, the pastoral arm of the Wheathampstead Community Group and Churches Together asking for support for the concept. Their idea was to establish Wheathampstead as a dementia friendly village. She provided statistics which suggested bleak long term prospects for developing dementia. The Alzheimers Society had obtained grant funding to engage with communities to meet the needs of residents, to gather an understanding of the disease and methods for support and care of sufferers. Support was desired of the whole community – businesses, churches, all groups and individuals.

It was agreed by all that she bring a detailed proposal to Council for consideration in the new year.

**3828-14 Report from County Councillor Maxine Crawley**

Councillor Crawley had sent a written report, previously circulated, as she was unable to attend the meeting. This included:

1. The winter 2013 library consultation had been analysed, it

was hoped Wheathampstead would be part of a pilot scheme to run smaller libraries.

2. Following the Children's Centres consultation, all centres in the county would remain open, Wheathampstead would be grouped with Harpenden (x2) and Redbourn.
3. The results of the county investigations regarding a new secondary school site would be available in January 2015.
4. Young people attending Townsend School, mistakenly given bus passes now had access to taxis.
5. The planning application to refurbish the Pay & Play Golf course was expected to be submitted imminently. WPC would have the opportunity to comment in writing and attend the development control meeting.
6. The utility works at the junction of Marford Road and The Hill which recently cause traffic chaos had no permit and work was suspended.
7. There had been a productive and useful meeting with WPC and highways. Councillors were reminded to advise her of roads and footways in poor condition for possible work within the 2015-6 Highways Locality Budget.
8. 2014-15 HLB was being used to repair the York stone by the High Street pharmacy.
9. Community groups were encouraged to bring forward projects for grant funding from her locality budget.

#### **3829-14 Specific Declarations of Interest & Dispensations**

Councillor Clark, being District Councillor member of the Plans North Committee of the District Council Planning Authority and also a member of the Licensing Committee, declared an interest in Minute 3841-14. The way she votes at Parish Council will not necessarily be the way she votes at District Council.

Councillors Begg, Clements, Davies, Johnston and Reason declared personal interests in Minute 3841-14 as their homes may be greatly affected by anticipated additional traffic to the Golf Club.

**Resolved To note the report**

#### **3830-14 Minutes of Council**

The Chairman proposed and it was agreed that the Minutes of the meeting held on 25 September 2014 be approved.

**Resolved: To confirm the Minutes of the meeting held on 25 September 2014 to be a true and fair account and for these to be signed by the Chairman.**

#### **3831-14 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:

|  |                                |
|--|--------------------------------|
| Planning Committee                         | 13 October                     |
| Planning Working Group                     | 20 October                     |
| Village Weekend                            | 14 October                     |
| Maintenance Committee                      | 8 September, 20 October        |
| Community Involvement Committee            | 22 September                   |
| Facilities Management WG<br>Butterfield Rd | 29 Sept, 13 Oct,<br>14 October |

|                 |  |  |
|-----------------|--|--|
| <b>Resolved</b> | <b>To receipt and adopt the draft Minutes and notes of</b> |  |
|                 | <b>Planning Committee</b>                                  | <b>13 October</b>                      |
|                 | <b>Planning Working Group</b>                              | <b>20 October</b>                      |
|                 | <b>Village Weekend</b>                                     | <b>14 October</b>                      |
|                 | <b>Maintenance Committee</b>                               | <b>8 September, 20 October</b>         |
|                 | <b>Community Involvement Committee</b>                     | <b>22 September</b>                    |
|                 | <b>Facilities Management WG<br/>Butterfield Rd</b>         | <b>29 Sept, 13 Oct,<br/>14 October</b> |

### **3832-14 Booking Fee Structure**

Revised rates for the Memorial Hall from 1 January 2015 were agreed at Minute 3798-14, as was a 40% discount rate for community users. Councillor Begg, seconded by Councillor Haynes submitted a written proposal that this discount be changed. This was unanimously agreed.

Councillor Begg proposed, seconded by Councillor Reason, and it was agreed that a 50% reduction rate be applied for the next twelve months for community groups for the hire of Main Hall and Hewitt Room. (£60/£45 and £40/£35 respectively peak and off peak). The Green Room hourly rate (minimum 2hour hire) of £6.60 would remain for community groups, £10 per hour for commercial groups. Details per rate card circulated.

The fees were now more comparable. Rates for the Mother and Toddler Group would be separately negotiated following further investigation of local facilities.

The Chairman proposed, and it was agreed, that a signing out system for all valuables be instigated with immediate effect. Charging to be agreed by Clerk, Chairman and Councillor Reason.

- Resolved**
- 1 To review and revise the decision at Minute 3798-14 regarding discount rate for community use of the Memorial Hall.**
  - 2 To apply a 50% discount on hire of Main Hall and Hewitt Room for community groups.**
  - 3 To apply charges per rate card circulated from 1 January 2015 .**
  - 4 To review discount rate and charges within the year.**
  - 5 To separately negotiate fees for Mother and Toddler Group (delegated to Clerk and Chairman).**
  - 6 To instigate a formal signing out system for valuable incidental items with immediate effect, charge to be agreed by Clerk and Chairman and Councillor Reason.**

### **3833-14 New Website**

Further to Minute 3799-14 the Deputy Clerk provided a report on four website providers and demonstrated their websites.

Councillor Brewster proposed, seconded by Councillor Haynes, and it was agreed that the premium site provided by In-Touch for Communities be used.

**Resolved**            **That WPC's new website be built per the premium specification by In touch for Communities.**

### **3834-14 Thursday Club Grant Request**

Councillor Begg proposed, seconded by Councillor Wilby, and it was agreed, that the request for a £500 grant to the Thursday Club for the Disabled be approved.

**Resolved**            **To approve a grant of £500 to the Thursday Club for the Disabled.**

### **3835-14 Remembrance Day**

It was reported that the police had agreed to assist with road closures on Remembrance Day. All relevant paperwork had been processed by the Safety Advisory Group.

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

### **3836-14 War Memorial Cleaning**

A request had been received to professionally clean the War Memorial prior to Remembrance Day and quotation sought. It was

suggested that some funding may be available from the County Councillor's locality grant (Minute 3828-14), the Clerk would enquire. Councillor Reason proposed, seconded by Councillor Begg and it was agreed that Wheathampstead Parish Council underwrite the cost of cleaning the War Memorial because of the centenary of the outbreak of World War I, up to £992.50

**Resolved**                    **Wheathampstead Parish Council underwrite the cost of cleaning the War Memorial because of the centenary of the outbreak of World War I, up to £992.50**

#### **3837-14 Business Plan**

The draft Business Plan approved in principal in August had been amended following community consultation and feedback. Councillor Begg proposed, seconded by Councillor Brewster and it was agreed, that the amended Business Plan as circulated be approved and adopted. Councillor Johnston to be thanked for his work on it

**Resolved**                    **1 To approve and adopt the Business Plan as amended.**  
**2 To thank Councillor Johnston for his work on it.**

#### **3838-14 Brocket View barrier**

The permanent barrier across Brocket View had been removed by Hertfordshire Highways during the High Street/ East Lane gas works. It was anticipated that it would soon be replaced by a removable one. Anecdotally many positive comments, and few complaints, had been received since the route was open. Councillor Begg proposed, seconded by Councillor Wilby, and it was agreed that Wheathampstead Parish Council wished to assess Village opinions regarding the effect of the Brocket View barrier being in place/not in place. In the meantime to ask that HCC did not replace it for a minimum of six months.

**Resolved**                    **Wheathampstead Parish Council wished to assess Village opinions regarding the effect of the Brocket View barrier being in place/not in place. In the meantime to ask that HCC did not replace it for a minimum of six months.**

#### **3839-14 Corporate Responsibility**

The Chairman reminded councillors that individually they could not legally make decisions on behalf of Council. Once a corporate decision were made all councillors had a duty to support this.

**Resolved**                    **To note the report**

**3840-14 Strategic Local Plan**

St Albans District Council had held an exhibition at the Memorial Hall on 20 October regarding the Strategic Local Plan. Councillors were encouraged to respond in a personal capacity to the consultation. The Chairman proposed, and it was agreed, that he and Councillor Shardlow prepare a discussion document to aid Council's compilation of its corporate response at the November meeting.

**Resolved**                    **Councillors Johnston and Shardlow to compile for circulation a discussion document to aid Council's corporate response.**

**3841-14 Pay and Play Golf Course Redevelopment Plans**

The developer had requested comments from WPC on redevelopment of the Pay and Play Golf Course prior to submission of its planning application to HCC and had supplied copies of submission documents. Inaccurate references to the WPC were included and assurances had already been given that these would be omitted prior to submission. The Chairman proposed, and it was agreed, that no formal response be given prior to the formal consultation process through HCC. Councillor Begg proposed, seconded by Councillor Wilby, and it was agreed that the draft response was agreed in principal and should be submitted prior to a subsequent Council meeting as required, subject to receipt of the actual plans. This would be reviewed against the amended planning documents and feedback from the community (see Minute 3842-14).

**Resolved**    **1 To note that the developer had agreed to amend the draft planning statement to remove inaccurate references to WPC.**  
**2 To respond to the formal consultation and not prior to submission of the planning application.**  
**3 To approve in principal a response to the planning application subject to developer's submission of the actual plans.**

**3842-14 Additional time**

The Chairman proposed and it was agreed that the meeting be extended beyond 22.30hours so that business may be concluded. Standing Order 1z to be suspended.

**Resolved**                    **To suspend Standing Order 1z and continue the meeting beyond 22.30h.**

**3843-14 Pump article approval**

Councillor Begg proposed, seconded by Councillor Wilby, and it was agreed, that the draft article as circulated regarding the golf course redevelopment plans be approved.

**Resolved To approve the article for the Pump.**

**3844-14 Annual Return 2013-4 and Governance Statement**

The Chairman proposed, and it was agreed to approve and accept the annual accounts for 2013-14 audited and returned by the External Auditor

**Resolved To approve and accept the 2-13-14 annual accounts returned by the External Auditor.**

**3844-14 Accounts for Payment and Finance Report**

The above reports were reviewed and noted.

**Resolved To note the reports**

**3845-14 Meeting Schedule 2014**

The Chairman proposed, and it was agreed, that the draft meetings schedule for 2015 be approved.

**Resolved To approve the meetings schedule for 2015.**

**3846-14 Consultations, training and meetings**

Councillor Johnston had circulated a report of meetings he has attended including the Hertfordshire County Council Parishes Conference and St Albans Association of Local Councils (with Clerk and Cllr Clements), Standards Committee (with Cllr Clements) and Jarvis Homes (with Clerk and Cllr Reason).

**Resolved To note the reports**

**The Chairman declared the meeting closed at 22.45h.**

**Dated this day of 2014**

**Chairman**