

**Wheathampstead Parish Council
Parish Council Meeting
29 September 2016, 19.30h**

Present	Councillors	D Johnston G Clark S Haynes T Reason J Shardlow P Wilby P Woodhams	Chairman
		J Warren	Clerk to the Council
		Press	0
		Public	3

4793-16 Apologies

Apologies were received from Councillors A Brewster, A Dante, D Davies, E Habib and L Halford.

4794-16 Public Speaking

None.

4795-16 Specific Declarations of Interest & Dispensations

Councillor Gill Clark declared an interest in Minute 4801-16 being a member of St Albans District Council's Plans North Committee. She would look afresh at any plan taken to this committee.

Councillor Reason declared an interest in Minute 4802-16 being a trustee for James Marshall

4796-16 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.

Jen Beridge asked that Council consider hiring the refurbished library area as studio space for dance, pilates, exercise type classes. As a pilates teacher with 15 years experience locally she recognised the need for a local facility for residents.

Karen Haswell and Robert Brown, Youth Connexions, spoke of the need for facilities for young people. Karen was newly appointed as team manager for St Albans and Dacorum and identified a need for activities tackling social isolation and wellbeing for young people.

Resolved To note the requests

4797-16 County Councillor's Report

County Councillor Maxine Crawley's report had been circulated. This included notice of a highways meeting with HCC and Ringway on 24 October, that the library plans were at pre consultation stage so any move to the Fire Station not imminent; and that the issue of changed school bus services was being investigated

Resolved To note the report

4798-16 Minutes of Council

The Chairman proposed, and it was agreed that the Minutes of the meetings held on 25 August 2016 be approved.

Resolved To confirm the Minutes of the meetings held on 25 August 2016 to be a true and fair account and for these to be signed by the Chairman.

4799-16 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:

Neighbourhood Plan SG	5 Sept 2016
Village Weekend WG	6 Sept 2016
Community Involvement Committee	7 Sept
Planning Committee	20 Sept 2016

Resolved To receipt and adopt the draft minutes and notes of

Neighbourhood Plan SG	5 Sept 2016
Village Weekend WG	6 Sept 2016
Community Involvement Committee	7 Sept
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4800-16 Neighbourhood Plan recommendations

It was noted that the Skype trial with Alison Eardley and the Neighbourhood Plan Steering Group had worked well.

The draft Housing Needs Survey was discussed, and approved subject to minor changes by the working party and testing with a trial group.

Resolved To note the reports.

4801-16 Plans referred from Planning Committee

5/2016/2700	Land adjacent Bowersbury, Bower Heath, Harpenden	Agricultural vehicle access (resubmission following invalid application 5/2016/2009)
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Councillor Shardlow proposed, seconded by Councillor Reason, and it was agreed, that a recommendation of refusal be made to St Albans District Council, the application should be withdrawn pending clarification of outstanding issues of land ownership.

Resolved Recommendation of Refusal because of outstanding issues regarding land ownership.

4802-16 Memorial Hall use and refurbishment

Further to Minutes 4708-16, 4746-16 and 4767-16 it was reported that the remaining Audio Visual work was almost complete.

The request from the Wheathampstead Dramatic Society to use indoor sparklers in the forthcoming stage production, Neville's Island was considered. Their risk assessment had been circulated. The Chairman proposed, and it was agreed that on this occasion, subject to confirmation by the Fire Service and Council's insurance provider (*subsequently obtained*) indoor sparkler be permitted.

James Marshall's request to use the Hall Free of charge for a meeting and presentation to former parish councillor Niel Clements, stepping down because of poor health as longstanding trustee, was approved – proposed by Councillor Shardlow, seconded by Councillor Woodhams.

Resolved

- 1 To note the report**
- 2 Subject to confirmation by Insurance provider and Fire Service on this occasion permit use of indoor sparklers for the Drama production of Neville's Island.**
- 3 To permit use of the Hall Free of Charge by James Marshall for a meeting and presentation to former councillor Niel Clements**

4803-16 Project and task review

Further to Minute 4768-16 a list of projects and tasks had been circulated and was noted. Installation of a community access defibrillator was given highest priority. Hertfordshire Highways to be urged to reinstate/ make safe the damaged chicane on Lamer lane at Lower Gustard Wood.

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

4804-16 Office computers and software

Councillor Shardlow proposed, seconded by Councillor Wilby, and it was agreed that all three office computers be replaced to include two monitor screens and with Office 365. This would be funded from the IT budget provision.

Resolved All three office computers be replaced to include two monitor screens and with Office 365.

4805-16 Christmas Lights

Further to Minute 4771-16 a plan of lighting including 'cone tree' was tabled. Councillor Clark proposed, seconded by Councillor Woodhams, and it was agreed to accept the budget overspend and go ahead with the illuminations as discussed.

Resolved To accept the budget overspend and go ahead with the illuminations as discussed.

4806-16 Quoracy and Councillor Attendance

It was reported that on a number of occasions meetings were non quorate or barely quorate. Councillors were reminded of the need to act corporately and the requirement to attend meetings fully briefed

Resolved To note the report.

4807-16 Members' Allowance

It was reported that it was a requirement of The Local Authorities (Members' Allowances) (England) Regulations 2003 that any Town or Parish Council which proposed to pay a parish basic allowance and/or a travelling and subsistence allowance to any of its members must refer its proposals to a parish remuneration panel for consideration and to have regard to any recommendations which a panel may make.

SADC had asked whether WPC were considering introducing a Scheme of Members' Allowances for 2017/18 so that the Parish Remuneration Panel for St Albans District could meet beforehand to consider any proposals which a Town or Parish Council puts forward to introduce or vary a Scheme of Members' Allowances for 2017/18.

To date Wheathampstead Parish Council had agreed that no allowances be taken, but this decision must be annually reviewed and budgetary provision made as appropriate. Councillors were asked to consider paying allowances for 2017-18, a report had been circulated.

The Chairman proposed, and it was agreed, that no allowances be

paid to Wheathampstead Parish Councillors for 2017-8.

Resolved That no allowances be paid to Wheathampstead Parish Councillors for 2017-8.

4808-16 Audited Accounts 2015-16

The Annual Return had been received from BDO the external auditors. Notice of completion of audit had been posted as legally required. Copies of the Annual Return had been circulated. There were no matters arising.

Councillor Shardlow proposed, seconded by Councillor Clark, and it was agreed, that the audited accounts returned by the External Auditor be approved and accepted.

Resolved That the audited accounts for 2015-16 returned by the External Auditor be approved and accepted.

4809-16 Accounts for Payment and Finance Reports

The Chairman proposed and it was agreed to note the reports

Resolved To note the reports.

4809-16 Access to Council Land

Resolved To defer discussion to a later meeting.

4810-16 London Luton Airport

Councillor Shardlow proposed, seconded by Councillor Clark, and it was agreed that representatives from London Luton Airport and LADACAN be invited to attend a public meeting to discuss current aircraft flight paths.

Resolved that representatives from London Luton Airport and LADACAN be invited to attend a public meeting to discuss current aircraft flight paths.

4811-16 Consultations

Councillor Reason proposed, seconded by Councillor Wilby, and it was agreed that no objection be made to Central Bedfordshire's proposals to upgrade FP14 to a Restricted Byway rather than Byway Open to All Traffic.

Resolved No objection be made to Central Bedfordshire's proposals to upgrade FP14 to a Restricted Byway rather than Byway Open to All Traffic.

4812-16 Reports on training and meetings

Councillors Shardlow, Johnston, Halford, Haynes and Wilby and the Clerk met with Crest Nicholson to learn of possible plans to build in NE Harpenden

It was agreed not to meet with Strutt and Parker at this time to learn of possible development in Wheathampstead.

Resolved To note the reports

4812-16 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.

4813-16 Bower Heath

Further to Minute 4757-16 The Chairman reported on a meeting with Fisher German.

Resolved To note the report.

4814-16 Pump Delivery

Councillor Reason proposed, seconded by Councillor Shardlow, and the draft Service Level Agreement with St Helens School for Pump Delivery to all households in the parish was agreed

Resolved To approve the Service Level Agreement with St Helen's School

4815-16 Tennis Club Lease

The Chairman proposed and it was agreed that amendments as discussed be put to the Wheathampstead Lawn Tennis Club.

Resolved Lease as amended be put to the Wheathampstead Lawn Tennis Club

4816-16 Photocopier Lease

Councillor Haynes proposed , seconded by Councillor Reason, and it was agreed that the photocopier lease be awarded to company B (Konica Minolta)

Resolved **To award the photocopier contract to company B, Konica Minolta**

4817-16 **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 22.30h.

Dated this **day of** **2016**

Chairman