

SHENLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON MONDAY, 10 SEPTEMBER 2013, AT
7.30PM IN THE VILLAGE HALL, 108 LONDON ROAD, SHENLEY

PRESENT: Councillors Guy Beaton, Alex Black, Ross Brice (chair), Annette Edel, Steve Piacenti, *Anthony Spencer and William Susman and *Borough Councillor Peter Wayne.

In attendance: Amanda Leboff, Clerk to the Council

*Denotes attended for only part of the meeting.

41/13. Apologies for Absence.

Apologies for absence were submitted from Councillors James Hulme and Rosemary Gilligan and County Councillor Morris Bright.

42/13. Declarations of Interests

PERSONAL - Councillors Black, Brice and Susman declared a personal interest in the item concerning Shenley Park Trust.

PREJUDICIAL -none.

43/13. Minutes of the Parish Council Meeting held on 9th July 2013

RESOLVED that the minutes of the Ordinary Parish Council meeting, held on 9th July 2013 be confirmed as a correct record, and signed by Cllr Brice and adopted by the Council.

44/13. Review of Action Plan from above meetings

Councillor Brice went through the action points.

45/13 Questions by residents of Shenley Parish

Mr David Wernick addressed the Parish Council with regards to the updating and republishing of the proposed diversion of part of Shenley 23b, due to amendments having been made.

It was unanimously **AGREED** that the Parish Council support the amendments for the footpath diversion to Shenley 23b. The Clerk will email the Council's support to Mr Wernick's solicitors.

The Chair invited Mr Mark Silverman, Hertsmere Borough Council Planning, Policy and Transport manager to address the meeting.

Mr Silverman gave the meeting an overview of his responsibilities and informed the Council that over the next few months the Site Allocations document will be issues. There will be a proposal to draw a boundary around the old part of Shenley. There will be envelopes within the green belt for areas that can be developed. Porters Park will come out of the green belt. Mr Silverman said the consultation is likely to take place in November 2013.

Mr Silverman went on to say that if Shenley wished to do a neighbourhood plan, then there are ways in which Hertsmere Borough Council can help. However Mr Silverman highlighted that a neighbourhood plan cannot be used to stop or reduce development.

It was **AGREED** that the Clerk will contact Mr Silverman to arrange a meeting with the portfolio holder Dr.H.Cohen to discuss Shenley.

46/13 Reports of Committee, Members and Clerk

(i) Pursley Field – Update from Councillor Susman

Councillor Susman informed the meeting that Borehamwood 2000 are currently using the field under a *TENANCY AT WILL*, agreed by Herts Rural Estate department. The full lease is still being drawn up.

It was **AGREED** that Councillor Susman will speak to Bruce from Borehamwood 2000 with regards to changing the locks.

(ii) Development in Shenley – Update on Right to Bid

The Clerk informed the meeting that the Right to Bid application have now been approved for the White Horse and The King William, not however the Black Lion.

It was **AGREED** that the Clerk will contact Hertsmere and ask to reconsider the decision on the Black Lion as it is now being made into an 80 seat restaurant.

(iii) Harris Lane

The meeting discussed the letter written by the resident concerning the trees in Harris Lane and Rookery Lane. The meeting **AGREED** that the Clerk will contact Glyn Dredge to enquire about where to get grants for the planting of new trees.

(iv) Rookery Field

Councillor Brice informed the meeting that the goal post is being done by Kevin Lloyd as well as the new plant boxes for the War Memorial. It was **AGREED** that Councillor Brice will chase these up.

(v) Allotments

The Clerk informed the meeting that the renewals for next season will be sent out over the next week.

The meeting **AGREED** that the fees for the allotment committee for 2014/15 will be reviewed at the next Finance Committee meeting.

(vi) Future Initiative Committee

The date for the next meeting will be sent out shortly.

(vii) Proposed Youth Council

The initial open meeting will be held on Monday 23rd September in the Tea Rooms. Posters have been sent out.

(viii) Anti-Social Behaviour

Councillor Black updated the meeting with regards to anti-social behaviour. The PCSO's have highlighted that ALL complaints with regards to anti-social behaviour must be phoned in on the 101 number and not emailed as these cannot be guaranteed to be logged.

Councillor Brice informed the meeting that he will highlight this is his monthly report.

The meeting discussed who would be the lead volunteers on the Drive Safe Campaign, and it was agreed that these would be Councillors Beaton, Brice, Spencer and Susman. All others would be support volunteers. It was **AGREED** that the Clerk would pass these details on to the Drive Safe campaign.

(ix) Shenley Matters

Councillor Beaton informed the meeting that there had been positive feedback to the new format of Shenley Matters, which was enhanced by the money that was saved by producing it the new way.

(x) Community Safety Partnership

Nothing to report.

(xi) Shenley Community Activity Group

The meeting were informed that the Christmas trip is to see Jersey boys on Tuesday 10th December. It was **AGREED** that Councillors Susman and Beaton would attend on the trip as Councillor Brice will be away.

(xii) Shenley Park Trust

The meeting were informed that permission has been given for the development of the Gateways.

(xiii) The pond

The Chairman informed the meeting that only one of the 3 companies approached to quote on the work for the war memorial and The Cage have quoted. Therefore following a proposer and a seconder it was;

AGREED that the original quote from *BETWEEN TIME* be accepted for work to begin in the spring, with the Clerk contacting the company *BETWEEN TIME*.

It was also **AGREED** that the Clerk will get a list of what maintenance work was carried out in June by AGA for the October meeting.

(xiv) Harperbury Free School

The meeting **NOTED** that a founding head has been appointed.

(xv) Christmas lights

The meeting **AGREED** that extra lighting around the pond for Christmas would be reviewed at a later date.

(xvi) Community Governor request for Shenley Primary

Cllr Edel informed the meeting that the position was no longer vacant.

(xvii) Sir Richard Cox Charity

Councillor Beaton informed the meeting that the Shenley Fete and Carnival Committee will be donating £450 to the Charity, doubling the amount of money available to be given to the needy.

It was **AGREED** that the Clerk would contact all religious groups in Shenley to see if any names could be suggested. It was also **AGREED** that a letter of thanks be sent to the Shenley Fete and Carnival Committee.

47/13. Correspondence

(i) Receipt of the following correspondence was reported and noted:

Department For Communities And Local Government	Post office community enterprise fund
Herts Public Rights Of Way STRIFE	Update of work in Shenley Update
Former Napsbury Hospital Nurses Home	Details of public consultation
Herts Spatial And Land Use Planning Unit	• Notice of a Public Inquiry

	<ul style="list-style-type: none"> Hertfordshire Waste Allocations Local Development Document-Submission to the Secretary of State for independent public examination
Herts County Council	Temporary closing and waiting restrictions
Persona Associates	New barnfield recycling and energy recovery facility – public inquiry
Hertfordshire Police And Crime Panel	Press release
Hertsmere Borough Council	Community infrastructure levy draft schedule

48/14. Planning Applications

The following planning applications were before the meeting. The meeting **AGREED** that;

(1) subject to Hertsmere Borough Council taking into consideration any comments of neighbouring owners/occupiers, the Parish Council raises no objection to the following proposals:

APPLICATION NO.	ADDRESS	PROPOSED DEVELOPMENT
TP/13/0971	The Chapel, Porters Park Drive, Shenley, Radlett, WD7 9DS	Alterations to existing use class d1 & d2 building to form synagogue. Proposed vehicular access, addition of 40 no. Car parking spaces and associated landscaping.
TP/13/1363	Catherine Bourne Farm, Mimms Lane, Ridge, Potters Bar, EN6 3LY	Demolition of existing outbuilding and erection of new secure garage and storage facility to the south west of the main house (application to extend time limit following approval of TP/10/0893 dated 09/08/10).
13/1764/OUT TP/13/1711	Keepers Lodge, Rectory Lane, Shenley, Radlett, WD7 9BE	Demolition of existing bungalow and outbuildings and erection of one new detached dwelling.
TP/13/1688	The Old Dairy, Shenley Park, Radlett Lane, Shenley	Change of use to existing storage building to 2 no.2 bed dwellings with alterations to the roof to incorporate 6 no. Dormers
TP/13/1366	Arsenal Training Centre, Bell Lane, London Colney, St. Albans, AL2 1DR	Erection of temporary gymnasium
*TP/13/1877	12 Mead Road, Shenley, WD7 9DA	Loft conversion to provide habitable living accommodation, to include removal of chimney stack and insertion of 3 rear roof lights.

(i) Other planning matters were noted, and

(ii) The council instructs the Clerk to advise Hertsmere Borough Council accordingly.

(*Denotes that at this point, the Council moved to discuss planning applications which had been brought to its attention at the meeting. They were proposed and seconded.)

49/13. Financial matters

(I) Accounts for payment – July and August 2013

- The following accounts for July 2013 were received:

PAYABLE TO	REASON	Total Amount
Mrs A Leboff	Wages	821.22
HMRC	Income Tax / National Insurance	335.01
T C Darby	Sponsor Signs For 4 Planters	231.00
Mr Colin Sidney	Planting Of Village Planters	74.05
Imagery	Printing And Art Work For Shenley Village Matters	596.00
Petty Cash	Petty Cash For Office	200.00
Festive Impact Lighting	Install, Maintain & Dismantle Christmas Lights	2800.00
Guy Beaton	Reimburse Amount For Parts To Attach Signs To Planters	16.14
Jane DeMaejer	Work On Planters	50.00
John O'Conner	Grounds Maintenance	78.00
BT	Office Phone And Broadband	50.70
Ricoh	Photocopier Maintenance	36.04
Herts Supplies	Stationary	28.80
	TOTAL	5316.96

Following a proposal and seconder, it was:-

RESOLVED that the July 2013 accounts totalling £5316.96 be approved for payment.

- The following accounts for August 2013 were received:

PAYABLE TO	REASON	Total Amount
Mrs A Leboff	Wages	789.42
Mrs A Leboff	Expenses	6.50
HMRC	Income Tax / National Insurance	326.81
John O'Conner	Grounds Maintenance	78.00
BT	Office Phone And Broadband	49.27
Shenley Village Hall	Hall Hire	9.50
Herts Supplies	Stationary	46.86
Broker Network Ltd (Came And Co)	Annual Insurance	2664.27
BDO	Auditing Of Annual Return	360.00
Gristwood And Toms	Tree Work In Rookery Field	8505.00
Mrs Gough	Cleaning Toilet, Office And Harris Lane Pavilion	77.00
Mr.Gough	Maintenance	494.00
Mr.Gough	Expenses (Keys Cut And Padlock)	71.00
	TOTAL	13477.63

Following a proposal and seconder, it was:-

RESOLVED that the August 2013 accounts totalling £13,477.63 be approved for payment.

- (II) Section 137 grant requests – The request from Herts Air Ambulance was denied as it was felt that it was not a Shenley specific request.
- (III) It was **RESOLVED** to accept and approve the external auditor's signed annual return and opinion for year ended 31 March 2013

- (IV) It was **RESOLVED** that the annual return and notice of audit will be displayed on the Andrew Close notice board for in excess of 14 days
- (V) Following a proposer and a seconder, it was;
RESOLVED to approve and accept the Parish Council insurance quote from Came and Company for £2,664.27 (includes reduction due to long term agreement which expires 30th October 2015 and includes 5% no claims discount).
- (VI) Following a proposer and a seconder, it was;
RESOLVED to purchase a copy of **LOCAL COUNCILS EXPLAINED**, NALC'S new book about local councils, costing £49.99 (Inc. 15% discount)

50/13. Matters for future consideration, for inclusion on future agenda

- The Council asked the Clerk to find out who owns the derelict police office on Harris Lane.
- The Council asked the Clerk to format a new standing order regarding devices such as phones and emails not to be used during meetings.
- The Clerk requested that at the October meeting the Parish Council agree to move the date of the Annual Parish Council meeting due to the June elections in 2014.

51/13. The meeting ended at 9.30p.m.

Chairman

**PARISH COUNCIL MEETING – TUESDAY 10 SEPTEMBER 2013
ACTION LIST**

PROVISION	ACTION	BY	ACTION DATE
Planning Applications	Letter to Hertsmere Borough Council advising of the Council's opinions.	Clerk	ACTIONED
NO MOTORISED VEHICLES	Clerk to get quote for the signs for the Parish Council's open spaces	Clerk	ACTIONED
Allotments	Letters to be sent out for the renewal of the plots	Clerk	ASAP
Pond	Waiting for quote from Mr Judd for lighting around the pond	Cllr Susman	ASAP
Repairs to War Memorial and Cage	Clerk to accept quote from PAST TIMES for work to begin in the Spring	Clerk	ASAP
Planning	Arrange meeting with Dr H Cohen to discuss Shenley	Clerk and Mark Silverman	ASAP
Shenley 23B	Clerk to pass on the Parish Council's support to Birketts	Clerk	ASAP

Pursley Field	Cllr Susman to speak to Bruce about the need to change the locks	CLLR Susman	OCTOBER MEETING
Right to Bid	Ask for the decision on the Black Lion to be reconsidered	Clerk	ACTIONED
Harris Lane / Rookery Field	<ul style="list-style-type: none"> • Ask Glyn about grants for planting trees • Arrange goal posts and planters for war memorial with Kevin 	Clerk Cllr Brice	OCTOBER MEETING
Police	Inform residents to use the 101 number when reporting a crime	Cllr Brice	ASAP
Pond	Get list of what work was carried out at the pond	Clerk	OCTOBER MEETING
Fete	Letter of thanks to be sent to the Fete and Carnival Committee for their generous donation to the Sir Richard Cox Charity	Clerk	ASAP