

## SHENLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY, 8 DECEMBER 2015, AT 7.30PM IN THE VILLAGE HALL, 108 LONDON ROAD, SHENLEY

**PRESENT:** Councillors Nicky Beaton, Annette Edel, Rosemary Gilligan, Wayne Grossman, Gavin O'Sullivan, Robert Perlmutter, \*Anthony Spencer, William Susman (Chair).

In attendance: Amanda Leboff, Clerk to the Council  
Mr and Mrs Bury  
Ms Michelle Keene

(\* Denotes attended for only part of the meeting)

**82/15. Apologies for Absence.**

Apologies for absence were submitted from Councillor Peter Wayne and County Councillor Morris Bright.

**83/15. Declarations of Interests**

**PERSONAL** – Councillors Beaton, Gilligan and Susman declared a personal interest in the item concerning Shenley Park Trust.

**PREJUDICIAL** -none.

**84/15. Minutes of the Parish Council Meeting held on 10<sup>th</sup> November 2015**

**RESOLVED** that the minutes of the Ordinary Parish Council meeting, held on 10<sup>th</sup> November 2015 be confirmed as a correct record, and signed by Cllr Susman and adopted by the Council.

**85/15. Review of Action Plan from above meetings**

The Action plan was **NOTED**. The meeting asked the clerk to look into grants available for the proposed Harris Lane play equipment and gym equipment.

**86/15. To receive the minutes of the Allotment Committee meeting held on 24<sup>th</sup> November 2015**

**RESOLVED** that the minutes of the Allotment Committee meeting, held on 24<sup>th</sup> November 2015 be confirmed as a correct record, and signed by Gilligan and adopted by the Council.

**87/15. To receive the minutes of the Finance Committee meeting held on 7<sup>th</sup> December 2015**

**RESOLVED** that the minutes of the Finance Committee meeting, held on 7<sup>th</sup> December 2015 be confirmed as a correct record, and signed by Cllr Susman and adopted by the Council.

**88/15. Questions by residents of Shenley Parish**

Mrs Bury asked if it was possible to see a breakdown of all Councillor Attendances for meetings. The Chairman **AGREED** that the clerk would collate this information.

Mr Bury asked if there could be bus shelter at the bus stop on Porters Park Drive opposite Tesco. The Chairman informed the meeting that this has already been requested and the clerk will chase its progress.

#### **89/15. Reports of Committee, Members and Clerk**

- (i) Suggestion to change the date of the monthly Parish Council meetings to the first Tuesday of every month- to be implemented following the 2016 Annual Meeting (Amend Standing Orders accordingly)  
Following a discussion the meeting **AGREED** to change the date of the monthly Parish Council meeting to the first Tuesday of the month starting after the Annual Parish Council meeting on 10 May 2016 (the first meeting will be on Tuesday 7<sup>th</sup> June 2016). The standing orders will be amended accordingly and brought to the Council to be adopted. The clerk will confirm with the Village Hall that the meetings are able to be held on the first Tuesday of the month.
- (ii) Parking for Shenley Primary School  
The Council **NOTED** the letter sent by Hertfordshire County Council regarding the opening of a second school gate opposite Hawksmoor flats.
- (iii) Defibrillator for Shenley  
Councillor Beaton informed the meeting that the total cost for the defibrillator including training and a secure box was £1790 + VAT. Donations have also been received for this which amount to £1160. Councillor Beaton will start a working party for this. Councillor Gilligan said there was CIL funding available for the project. It was **AGREED** the Clerk would request the CIL funds for the remainder of the costs.
- (iv) Pursley Field - Update  
The Chairman informed the meeting that the sub-lease is almost completed
- (v) Harris Lane/Rookery Field  
Nothing to report.
- (vi) Allotments  
Please see point 86/15
- (vii) Shenley Fete  
Councillor Beaton updated the meeting on the fete.
- (viii) SCAG  
The Clerk informed the meeting that 95 tickets for Miss Saigon on 17<sup>th</sup> December have been sold.
- (ix) Future Initiative Events

The Chairman thanked everyone for their help in making the Christmas Lights switch on event a success. Over 80 people attended and the feedback has been great.

The Chairman informed the meeting of the following events;  
Chanukah 12/12/15 - 5.30pm till 6.30pm  
Christmas 20/12/15 - 5.30pm till 6.30pm

Following a discussion Mr Bury kindly offered to be Santa on Sunday 20<sup>th</sup> in the morning and to go around Shenley on a sleigh pulled by a donkey. It was **AGREED** the clerk would get a costume.

- (x) Shenley Village Matters  
Next issue is due to be issued in February 2016. Councillor Susman has had another volunteer for the media group and will pass Councillor Beaton the details.
- (xi) Website  
The media group working party is currently looking into this.
- (xii) CSP  
Nothing to report
- (xiii) Police Update  
Nothing to report
- (xiv) Shenley Park Trust  
The meeting were informed that the Gateway house will be formally opened on 16<sup>th</sup> December 2015.
- (xv) Public Rights of Way Updates  
The meeting **NOTED** the information
- (xvi) Action for a Cleaner Shenley (ACS)  
The meeting were informed that lots of work is being done including the cutting back of the hedges on the path next to the old nursery site, this followed a complaint by a resident. A special thank you was mentioned for Miss Yasmin Cohen who is helping as part of her Duke of Edinburgh Award.
- (xvii) Neighbourhood Plan  
Councillor Gilligan informed the meeting that Councillors Beaton, Gilligan and O'Sullivan will be meeting in the New Year to get this underway.
- (xviii) Village Sign  
After a discussion it was **AGREED** that the Chairman would speak to the family of the young lady whose picture is the Shenley sign and ask if they mind if it is repainted and moved either next to the Cage or near the circular

bench. The main sign will then be replaced with the Shenley Parish logo that will be painted and sealed by local artist Roy Monk.

**90/15. Correspondence**

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

Herts Sport & Physical Activity Partnership	Partner Update – November 2015
Letter from resident	Speeding on Black Lion Hill <ul style="list-style-type: none"> <li>It was <b>AGREED</b> that Cllr Susman will contact the residents and the Clerk will contact Highways regarding this.</li> </ul>

**91/15. 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
15/1876/HSE	8 Andrew Close, Shenley, Hertfordshire, WD7 9LN	First floor side extension and part single, part two storey rear extension
15/1685/HSE	Wood Hall, Woodhall Lane, Shenley, Hertfordshire, WD7 9AY	Change of use from offices (B1) to residential (C3) to provide 2 x 2 bedroom bungalows
*15/2118/CLE	41-43 London Road, Shenley, Hertfordshire	Continued use of properties as residential dwellings (Certificate of Lawful Development – Existing)
*15/2081/LBC	The Old Coach House, Salisbury Hall Drive, London Colney, Hertfordshire	Single storey rear extension. (Application for Listed Building Consent)
*15/2083/HSE	The Old Coach House, Salisbury Hall Drive, London Colney, Hertfordshire	Siting of LPG Calor Gas storage tank to grounds of The Old Coach House
*15/2080/HSE	The Old Coach House, Salisbury Hall Drive, London Colney, Hertfordshire	Single storey rear extension

(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.)

**92/15. Financial matters**

(I) Accounts for payment – November 2015

• The following accounts for November 2015 were received:

PAYMENT TO	REASON	TOTAL AMOUNT
William Susman	Reimburse For 2 Banners	72.30
Hertfordshire County council	Stationary	21.12

CASH	Petty Cash	200.00
Dor -2 -Dor (G.L.Green ltd)	Delivery Of Shenley Village Matters - 5th Edition	55.00
Imagery	Events Flyers	137.00
William Susman	Reimburse For Plastic Cups	44.86
I D Property Services	Hire Of Skip For Allotments	276.00
Mrs Amanda Leboff	November Wages	1021.94
HMRC	November Payment	191.10
EQ Systems	Lap Top Fix	54.00
BT	Office Phone And Broadband	84.62
Mrs Amanda Leboff	Expenses	107.00
CASH	Petty Cash	200.00
William Susman	Reimburse For Event Designs	120.00
John O'Conner - Grounds Maintenance	Grounds Maintenance	87.00
Fay Gough	Cleaning Toilet And Office And Expenses	32.00
Bob Gough	Grounds Maintenance	384.00
Imagery	Stickers For Banners	30.00
British Gas	Electricity To The Cage - Aug 2015 - Nov 2015	26.89
Smartwheelie	30mph Stickers For Wheelie Bins	43.50
Sir Richard Cox Charity	Grant For The 2014 Distribution List	440.00
Fay Gough	Expenses - Lock And Keys For Harris Lane	30.00
	<b>TOTAL</b>	<b>3658.33</b>

Following a proposal and seconder, it was:-

**RESOLVED** that the November 2015 accounts totalling £3,658.33 be approved for payment.

- (II) Following a proposal and seconder, it was:-**RESOLVED** that the November monthly budget monitoring report be approved
- (III) Section 137 Grant Requests: -  
Sir Richard Cox Charity request for the sum of £440 towards donations. Following a proposer and a seconder it was **RESOLVED** to approve the request.
- (IV) It was **AGREED** to contribute up to £1000 towards the purchase of a defibrillator for Shenley depending on how much money is received in a CIL grant.
- (V) The Council **RESOLVED** to accept the draft revenue estimates of income and expenditure agreed at the meeting of the Finance/Budget Committee held on 7<sup>th</sup> December 2015. Budget requirement for the year 2016/17 is £73,426.00. It was **AGREED** that the Clerk notify Hertsmere Borough Council accordingly.
- (VI) The meeting **NOTED** the New Audit Regime

93/15. The meeting ended at 8.30p.m. Chairman

**ACTION LIST - TUESDAY 8 DECEMBER 2015**

<b>PROVISION</b>	<b>ACTION</b>	<b>BY</b>	<b>ACTION</b>
Planning Applications	Letter to Hertsmere Borough Council advising of the Council's opinions.	Clerk	ASAP
Drive Safe	Send out and collate forms and ID	Clerk	ASAP
Quotes	2 additional quotes for new playground equipment and outside gym equipment	Clerk	January Meeting
Defibrillator	Request CIL grant	Clerk	ASAP
Shenley Sign	Contact family of young lady who won the competition	Cllr Susman	ASAP
Standing Orders	Amend Standing Orders to change date of the monthly meeting to the first Tuesday of the month starting after the Annual Parish Council Meeting in May 2016.	Clerk	January Meeting
Councillor Attendance	Collate list of councillor attendances at meetings	Clerk	ASAP
Bus Stop	Chase bus shelter for Porters Park Drive	Clerk	ASAP
Christmas	Purchase a Santa Outfit for Steve Bury	Clerk	ASAP
Precept	Clerk to send precept details to HBC	Clerk	ASAP