



Shenley Parish Council

MINUTES OF THE MEETING HELD ON TUESDAY, 4TH JUNE 2019, AT 7.30PM IN THE VILLAGE HALL, 108 LONDON ROAD, SHENLEY

PRESENT: Councillors Justine Ash, Nigel Heller, Annie Keen, Gavin O'Sullivan, Natalie Susman, William Susman (Chair) and Anthony Spencer

- In attendance: Amanda Leboff, Clerk to the Council
- 7 members of the public were present

21/19. Apologies for Absence.

Apologies for absence were submitted from Cllrs Jonathan Bonn and Rosemary Gilligan and County Councillor Morris Bright.

22/19. Declarations of Interests

PERSONAL – Councillors spencer and Susman declared a personal interest in the item concerning Shenley Park Trust.

PREJUDICIAL -none.

23/19. Minutes of the Annual Parish Council Meeting held on 14th May 2019

RESOLVED that the minutes of the Annual Parish Council meeting, held on the 14th May 2019 be confirmed as a correct record, and signed by Cllr Susman and adopted by the Council.

24/19. Minutes of the Parish Council Meeting held on 14th May 2019

RESOLVED that the minutes of the Ordinary Parish Council meeting, held on the 14th May 2019 be confirmed as a correct record, and signed by Cllr Susman and adopted by the Council

25/19. Review of Action Plan from above meetings

The Action plan was **NOTED**.

26/19. Questions by residents of Shenley Parish

The chairman invited questions. There were none. The Chairman thanked the residents for attending.

27/19. Reports of Committee, Members and Clerk

- (i) Approve and Adopt Information & Data Protection Policy

Following a proposal and a seconder it was agreed to **ADOPT** the Code the Information & Data Protection Policy

- (ii) Approve and Adopt Retention & Disposal Policy
Following a proposal and a seconder it was agreed to **ADOPT** the Retention & Disposal Policy
- (iii) Approve and Adopt Publication scheme
Following a proposal and a seconder it was agreed to **ADOPT** the Publication scheme.
- (iv) General Power of Competence
The Council **RESOLVED** and **CONFIRMED** conditions of eligibility for the General Power of Competence –Local Govt Act 2011 (requirements being a CILCA qualified Clerk, 2/3 of Councillors to have been elected)
- (v) Information regarding upgrade to the existing mobile base-station at Bowmans Green Farm
The meeting **NOTED** the information.
- (vi) Parish Council Surgeries
The second surgery was held prior to the meeting and is proving very successful.
- (vii) Neighbourhood Plan
The meeting was informed that Regulation 16 of the Neighbourhood Plan is currently with Hertsmere Borough Council and they hope not to have to carry out the SEA. The next Steering Group meeting is on 12th June.
- (viii) Drive Safe
The meeting was informed that the Drive Safe campaign is progressing with the police checking lead volunteers. It was **NOTED** that a commitment is wanted from the police, that where evidence is collected it will be actioned.
- (ix) Action for a Cleaner Shenley – Update
The meeting thanked the team for continuing to work so hard for Shenley. A session took place last week and 15 sacks of refuse were collected.
- (x) Community Payback Scheme – Update
Unfortunately, the team have not been to Shenley for 5 weeks. A list of urgent works that need doing is being collated.
- (xi) Harris Lane/Rookery Field
The meeting was informed that someone had tried to steal the new benches, fortunately this did not happen.
- (xii) Allotments
A date for the Allotment Committee will be sent out.
- (xiii) Shenley Fete
The fete is taking place on 23/06/19, with the prep work being done on 22/06/19. The meeting was asked if anyone could help over the weekend that would be greatly appreciated. It was suggested that help be asked via

Facebook. It was also suggested that a Councillor attends the fete committee meetings as there is currently no Parish Council representation on the committee. It was **AGREED** this would be looked at.

(xiv) Media Committee

The latest edition of Shenley Village Matters will be sent out in the coming weeks.

(xv) Shenley Community Activities Group

The Clerk informed the meeting that the summer trip on Wednesday 26th June to Southend On Sea is proving very popular.

(xvi) Police Update

A meeting between SPC and HBC has taken place to discuss working with the police and specifically the PCSO's in Shenley. As a result, there will be a meeting with the SPC, HBC and the police to discuss this further. It was also mentioned that there may be a possibility to ask HBC to fund or part fund wildlife cameras in Shenley.

(xvii) Shenley Park Trust

The meeting was informed that there will be 2 new Parish Councillor trustees on Shenley Park Trust.

28/19. 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
19/0716/HSE	30 Hamblings Close, Shenley, Hertfordshire, WD7 9JJ	Construction of single storey front extension.
19/0718/HSE	30 Hamblings Close, Shenley, Hertfordshire, WD7 9JJ	Construction of part single part 2 storey side extension

With regards to: -

19/0738/FUL	Thatched Cottage, Silver Hill, Borehamwood, Hertfordshire, WD6 5PW	Single storey replacement dwelling with accommodation at basement level.
19/0739/LBC	Thatched Cottage, Silver Hill, Borehamwood, Hertfordshire, WD6 5PW	Single storey replacement dwelling with accommodation at basement level (Application for Listed Building Consent).

The Council **OBJECTED** to this application on the grounds that it is a gross overdevelopment as well as **OBJECTING** on the grounds that it is inappropriate development within the Green Belt.

- (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.)

29/19. Financial matters

(I) June 2019 meeting

The Accounts for payment for the June 2019 meeting were received and it was: - **RESOLVED** that the monthly Accounts for payment totalling £13,664.10 be approved.

(II) Following a proposal and seconder, it was: - **RESOLVED** that the monthly budget monitoring reports for May 2019 be approved.

(III) Following a proposal and seconder, it was: - **NOTED** that there was no monthly petty cash report to be approved.

(IV) Section 137 Grant Requests: -

- Shenley District and Horticultural Society grant request (£200 was given in 2015, 2016, 2017 and 2018)

Following a proposer and a seconder it was **RESOLVED** to approve a donation of £200, subject to seeing a copy of their accounts.

- Junior Netball Academy grant request for £2,900

Following a discussion, it was **AGREED** that the parish Council do not have sufficient funds to support the application. However, it was **AGREED** that if they wish to apply again in the future then they can do so. A copy of the Grant Awarding Policy will be sent with the reply.

(V) The Council **NOTED** that the Internal Audit was carried out on 21st May 2019

(VI) The Council **NOTED** and **RECEIVED** the Internal Auditor's Internal Audit report for year ended 31st March 2019.

(VII) The Council **REVIEWED** Section 4 of Annual Return (Internal Audit Report)

(VIII) The council confirmed the fidelity insurance cover for 2019/20 was at £150,000.

(IX) The Council **NOTED** and **APPROVED** the Asset Register – disposals and additions.

(X) The Council **REVIEWED** and **APPROVED** the earmarked reserves

(XI) The Council **REVIEWED** and **APPROVED** section 1 of Annual Return (Annual Governance Statement)

(XII) The Council **REVIEWED** and **APPROVED** section 2 of annual report (Accounting Statements)

(XIII) The Council **NOTED** that the Notices of Appointment date for the exercise of elector's rights have been completed and will be displayed on the parish council notice board.

30/19. The meeting ended at 9.22p.m.

Chairman

ACTION LIST - TUESDAY 4 JUNE 2019

PROVISION	ACTION	BY	ACTION
Planning Applications	Letter to Hertsmere Borough Council advising of the Council's opinions.	Clerk	ASAP
Right to Bid	Continue to chase	Clerk	ASAP
Cllr Street responsibility	Divide streets amongst Cllrs	Clerk & Cllr W Susman	ASAP
*Allotment Committee *Finance Committee *Future Initiative Committee	Arrange meetings	Clerk	ASAP
Shenley Fete Committee	Council representation needed	CLLRS	ASAP