

## SHENLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY, 6 SEPTEMBER 2016, AT 7.30PM IN THE VILLAGE HALL, 108 LONDON ROAD, SHENLEY

**PRESENT:** Councillors Nicky Beaton, Annette Edel, Robert Perlmutter, Anthony Spencer and William Susman (Chair)

- In attendance: Amanda Leboff, Clerk to the Council

**39/16. Apologies for Absence.**

Apologies for absence were submitted from Councillors Rosemary Gilligan, Gavin O'Sullivan, Peter Wayne and County Councillor Morris Bright. At this point the Chairman informed the meeting that Councillor Grossman's resignation had been accepted and the process for finding a new Councillor was underway.

**40/16. Declarations of Interests**

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

**PREJUDICIAL** -none.

**41/15. Minutes of the Parish Council Meeting held on 5<sup>th</sup> July 2016**

**RESOLVED** that the minutes of the Ordinary Parish Council meeting, held on 5<sup>th</sup> July 2016 be confirmed as a correct record, and signed by Cllr Susman and adopted by the Council.

**42/16. Review of Action Plan from above meetings**

The Action plan was **NOTED**.

**43/16. Questions by residents of Shenley Parish**

There were none.

**44/16. Reports of Committee, Members and Clerk**

- (i) Rights of Way consultation – comments to be submitted to HCC by 16<sup>th</sup> September

The meeting **NOTED** the consultation and discussed it. It was **AGREED** that the Parish Council would write to HCC highlighting how they commented in 2008 on planning application TP/08/1484 regarding a gate being erected at Grace Avenue. The Council will also highlight the strong public interest in the issue.

- (ii) Public Rights of Way  
Updates **NOTED**

- (iii) Pursley Field - Update  
Cllr Susman confirmed the sub-lease has now been signed.

- (iv) Harris Lane/Rookery Field
- Benches - Ongoing
  - Outdoor Gym Equipment - Ongoing

- (v) Allotments  
The meeting **NOTED** that an allotment meeting is needed.
- (vi) Shenley Fete  
Councillor Beaton informed the meeting the fete has distributed all the money made. The date of next year's fete is Sunday 18<sup>th</sup> June 2017.
- (vii) Future Initiative Events  
It was **AGREED** that the Councillors will meet to discuss upcoming events after the Council meeting.
- (viii) Media Committee
- Shenley Village Matters – The next issue will go out in October so articles need to be in by 20<sup>th</sup> September
  - Website and Facebook – Dayaram has got 2 quotes for a new website to be set up. It was agreed more quotes are needed.
- (ix) CSP  
Nothing to report.
- (x) Police Update  
Nothing to report
- (xi) Shenley Park Trust  
Nothing to report.
- (xii) Shenley Pond  
It was **AGREED** that the clerk would check when the pond is next due for a clean. The clerk will also contact Kevin the joiner regarding the boardwalk slats. It was also **AGREED** to add the pond lighting to the October agenda.
- (xiii) Neighbourhood Plan  
Cllr Beaton informed the meeting that this is progressing. The questionnaire is currently being drawn up and will be sent out with the October edition of Shenley Village Matters. The decision as to whether Shenley will be able to produce a Neighbourhood Plan will be made by Hertsmere on 16<sup>th</sup> November.  
Following a proposer and a seconder it was **RESOLVED** to approve prizes of £100 and £50 of INTU vouchers for a prize draw for returning the Neighbourhood plan questionnaire.
- (xiv) Village Sign  
Councillor Edel informed the meeting that the sign is nearly ready to go up.

**45/16. Correspondence**

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

Herts Air Ambulance	Request for grant. the meeting <b>AGREED</b> not give a grant as it is not a Shenley specific charity, however it was agreed the clerk would contact
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	them for a donation bucket to be used at the Halloween event
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**46/16. 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
16/1559/HSE	19 Harris Lane, Shenley, Hertfordshire, WD7 9ED	Two storey side extension to include reconfiguration of front entrance.
16/1536/FUL	University College London Sports Ground and Watford Football Club Training Ground, Bell Lane, London Colney, Hertfordshire, AL2 1BZ	Single storey side extension to existing temporary changing facilities
16/1594/CLE	Buckettsland Farm, Buckettsland Lane, Borehamwood, Hertfordshire	Change of use from a farm to residential dwelling with ancillary outbuildings (C3) (Certificate of Lawful Development – Existing)
16/1612/HSE	21 New Road, Shenley, Hertfordshire, WD7 9DZ	Erection of replacement rear conservatory

With regards to

16/1545/VOC	1 Woodhall Lane, Shenley, Hertfordshire, WD7 9AR	Removal of condition 5 (Vehicular access) and variation of condition 8 attached to planning permission reference 16/0951/FUL to allow the approved plans to be amended so both houses use the existing crossover
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The Council asked that the Clerk speak to planning to clarify what was being requested.

(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.)

**47/16. Financial matters**

- (I) Accounts for payment – August & September 2016 meeting

- The following accounts for August and September 2016 meeting were received:

Payment To	Reason	Total Amount
John O'Conner Grounds Maintenance	Grounds Maintenance	87.00
Hertfordshire County Council	Office stationary	20.11
Eon	Harris Lane Pavilion	56.45
Shenley Park Trust Play Area Account	Grant towards toddler play equipment in Shenley Park	1000.00
Petty Cash	Petty Cash	200.00
Mrs Amanda Leboff	July Wages	1268.89

HMRC	July Payment	346.27
	<b>TOTAL</b>	<b>£2978.72</b>

Payment To	Reason	Total Amount
John O'Conner Grounds Maintenance	Grounds Maintenance	87.00
BT	Office Phone And Broadband	79.65
Banner Group Ltd	Cartridge Ink For Printer	122.61
BDO	Auditing Of Annual Return	396.00
Hertfordshire County Council	Office Supplies	19.52
E-On	The Cage	9.16
Mrs Amanda Leboff	August Wages	1088.67
HMRC	August Payment	224.89
Fay Gough	Cleaning Toilet, Office	40.00
Bob Gough	Grounds Maintenance - 2 X Cuts	484.00
BT	Office Phone And Broadband	82.83
Came And Company	Parish Council Insurance	2748.25
Mrs Amanda Leboff	Reimburse Computer Domain Renewal - Tsohost	8.99
	<b>TOTAL</b>	<b>£5391.57</b>

Following a proposal and seconder, it was:-

**RESOLVED** that the September 2016 meeting accounts totalling for £2,978.72 and £5,391.57 = £8,370.29 be approved for payment.

- (II) Following a proposal and seconder, it was:-**RESOLVED** that the monthly budget monitoring report be approved
- (III) Following a proposal and seconder, it was:-**RESOLVED** that the monthly petty cash report be approved
- (IV) Section 137 Grant Requests: -
  - o There were none
- (V) Purchase and installation of benches for Harris Lane and Rookery Field – It was **AGREED** that Councillors Susman and Edel will meet onsite to discuss what is needed.
- (VI) Purchase and installation of gym equipment for Harris Lane –Councillor Susman informed the meeting that he will be meeting 2 more suppliers next week.
- (VII) It was **RESOLVED** to **ACCEPT** and **APPROVE** the external auditor's signed annual return and opinion for year ended 31 March 2016
- (VIII) It was **RESOLVED** that the annual return and notice of audit was displayed on the Andrew Close notice board for in excess of 14 days
- (IX) The council **RESOLVED** to **ACCEPT** and **APPROVE** the Parish Council insurance quote Came and Company for £2,748.25 (includes reduction due to long term agreement which expires 30<sup>th</sup> October 2017).

48/16. The meeting ended at 8.35p.m.

Chairman

**ACTION LIST - TUESDAY 6 SEPTEMBER 2016**

<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	Actioned
Anti-slip decking	William to chase	Cllr Susman	ASAP
Hedge cutting	Inform Ringways of approval to use Community pay back scheme for 3 days	Clerk	Actioned
Benches	Meet to decide what benches are needed	Cllrs Susman and Edel	ASAP
Fly-Tipping	Purchase Nature Camera	Clerk and Cllr Susman	ASAP
Allotments	Date for next meeting	Clerk	ASAP
Shenley Village Matters	Articles needed by 20 <sup>th</sup> September	Cllr Beaton	20 <sup>th</sup> Sept
Pond lights	Add to October agenda	Clerk	Oct agenda
Pond	Ask when next maintenance is	Clerk	Actioned
Boardwalk	Contact Kevin the Joiner	Clerk	Actioned
Air Ambulance	Write and ask for donation bucket	Clerk	ASAP
Chief Inspector	Write to regarding speeding in Shenley	Clerk	ASAP