

## SHENLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY, 12 APRIL 2016, AT 7.30PM IN THE VILLAGE HALL, 108 LONDON ROAD, SHENLEY

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

- In attendance: Amanda Leboff, Clerk to the Council

### **126/15. Apologies for Absence.**

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

### **127/15. Declarations of Interests**

**PERSONAL** – Councillors Beaton, Gilligan and Susman declared a personal interest in the item concerning Shenley Park Trust. Councillor Edel declared a personal interest in the planning application for 16 Hillcrest Road.

**PREJUDICIAL** -none.

### **128/15. Minutes of the Parish Council Meeting held on 8<sup>th</sup> March 2016**

**RESOLVED** that the minutes of the Ordinary Parish Council meeting, held on 8<sup>th</sup> March 2016 be confirmed as a correct record, and signed by Cllr Susman and adopted by the Council.

### **129/15. Review of Action Plan from above meetings**

The Action plan was **NOTED**.

### **130/15. Questions by residents of Shenley Parish**

There were none

### **131/15. Reports of Committee, Members and Clerk**

#### **(i) The Queen's 90<sup>th</sup> Birthday Celebration – Beacon Lighting**

Councillor Susman updated the meeting with plans for the Beacon Lighting on the 21<sup>st</sup> April. Cllr Perlmutter and Mrs Bury offered to help on the day cutting rolls etc. It was **AGREED** that Clerk needs to inform both the fire brigade and the police about the event.

#### **(ii) Pursley Field - Update**

Nothing to report

#### **(iii) Harris Lane/Rookery Field**

It was **AGREED** that the holes in the hedges that run along Harris Lane and Rookery Field should be filled in. It was **AGREED** that Cllr Beaton would ask the park trust if they would be able to do this.

#### **(iv) Allotments**

A new date of the next meeting is to be sent out as the last meeting was cancelled. Cllr Susman informed the meeting of an email he received from Grigg's concerning a fallen tree. He is still waiting on a reply from them.

- (v) Shenley Fete  
Councillor Beaton informed the meeting that plans are progressing well but they are still in need of help on the day as well as prizes for the raffle and tombola.
- (vi) Future Initiative Events
- The Clerk informed the meeting that over 80 people will be attending the Cultural trip to Hampton Court Palace on Wednesday 13<sup>th</sup> April.
  - The Clerk informed the meeting that the summer trip to Southwold will take place on Wednesday 22<sup>nd</sup> June.
- (vii) Shenley Village Matters  
Articles for the next issue are due in May.
- (viii) Website/Facebook  
Councillor Beaton informed the meeting via that the website is progressing well. The meeting were informed that the SPC Facebook page now has over 500 members.
- (ix) CSP  
Nothing to report.
- (x) Police Update  
The meeting **NOTED** the police and Crime Commissioner's message as well as the monthly updates.
- (xi) Shenley Park Trust  
The meeting were informed that following the AGM, the new chair of the Shenley Park Trust is Warren Gordon, Vice-Chair is Nicky Beaton and Treasurer is Howard Wand.
- (xii) Public Rights of Way Updates  
The meeting **NOTED** the information.
- (xiii) Action for a Cleaner Shenley (ACS)  
Councillor Beaton informed the meeting that the last session was more successful with more volunteers turning out to help. Cllr Susman took the opportunity to inform the meeting that he had met with Paul Davis from Ringways, to discuss various issues around Shenley. It was **AGREED** that the clerk would contact Paul regarding using the community payback scheme to cut back the hedges leading from Shenleybury to London Colney. It was also mentioned that the hedges leading to Borehamwood are also very overgrown.
- (xiv) Neighbourhood Plan

Cllr Gilligan informed the meeting that the first meeting for a Shenley Neighbourhood plan has taken place and they are beginning to look at the boundary and to form a plan.

(xv) Village Sign

Councillor Edel updated the meeting on the progress, and informed the meeting that we are waiting on a quote from Fitzpatrick Woolmer to make a weatherproof sign.

(xvi) Meet MP – Oliver Dowden on 21/05/16

The meeting were reminded that the local MP Oliver Dowden will be coming to Shenley on 21/05/16 at 7.30pm. Cllr Perlmutter **AGREED** to look into sourcing food for the event.

(xvii) Future CIL related expenditure

Nothing to report.

**132/15. Correspondence**

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

|                              |   |
|------------------------------|---|
| Hertfordshire County Council | News release  |
| GVA                          | Planning consultation for installation of telecommunications equipment at St. Martin's church, London Road, Shenley, Hertfordshire, wd7 9dx |
| Willows Activity Farm        | Public exhibition – proposed changes to public rights of way on the Tyttenhanger estates  |

**133/15. Planning Applications**

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

(1) Subject to Hertsmeire 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   |
|-----------------|---|--|
| 16/0489/HSE     | 11 The Lawns, Shenley, Hertfordshire, WD7 9EZ         | Conversion of garage to habitable room.  |
| 16/0495/HSE     | 7 De Havilland Court, Shenley, Hertfordshire, WD7 9JD | Front porch infill extension, conversion of garage to habitable room with infill side extension to link to main dwelling and single storey rear extension.   |
| 16/0370/HSE     | Pond House, Mimms Lane, Shenley, Radlett              | Demolition of existing conservatory, rear extension and front porch and erection of new front porch, single storey rear extension, first floor rear extension, new pitched roofs to flat roofed areas and associated external alterations. (revised application) |
| 16/0399/HSE     | 46 Greenwood Gardens, Shenley, Hertfordshire, WD7 9LF | Conversion of garage into habitable room.  |
| 16/0402/FUL     | Woodhall Farm Office, Woodhall Lane, Shenley,         | Change of use from offices (B1) to residential (C3) to provide 2 x 2 bedroom bungalows.  |

|              |  |   |
|--------------|--|---|
|              | Hertfordshire  | Revised application.  |
| *16/0586/HSE | 4 Thatched Cottages,<br>Woodhall Lane, Shenley,<br>Hertfordshire   | Retrospective application for installation of replacement electronic entrance gate  |
| *16/0600/HSE | 16 Hillcrest Road, Shenley,<br>Hertfordshire, WD7 9DD              | Single storey rear extension with pitched roof  |
| *16/0507/HSE | 2 Ashmeads Court, Porters<br>Park Drive, Shenley,<br>Hertfordshire | Erecting of 2-storey side extension & conversion of loft into habitable room with 3 No.rear dormers   |
| *15/2039/HSE | 23 Russet Drive, Shenley,<br>Hertfordshire, WD7 9RH                | Installation of replacement front door;<br>Conversion of garage to habitable room to include insertion of new windows to front and side elevations; New patio door to rear elevation and construction of car port in front garden |

With regards to

|             |   |   |
|-------------|---|---|
| 15/1817/HSE | New Grange, Blanche Lane, South Mimms, Hertfordshire, EN6 3PA | Construction of a two storey side extension to the cottage annexe, to include 3 new front dormer windows to replace existing roof lights and 1 new rear dormer. (revised application) |
|-------------|---|---|

The Council felt they were unable to comment as this falls within South Mimms Parish Council.

With regards

|             |   |   |
|-------------|---|---|
| 16/0380/HSE | 7 Wickets End, Shenley,<br>Hertfordshire, WD7 9EX | Loft conversion to provide habitable living accommodation to include insertion of two front roof lights and a rear dormer window. |
|-------------|---|---|

The Meeting **OBJECTED** To This On The Grounds That;

- It is an Overdevelopment.
- The proposed dormer windows will be intrusive.
- The loss of much needed 2 bedroom properties in the area.

With regards to

|              |  |   |
|--------------|--|---|
| *16/0566/HSE | 6 Halliday Close, Shenley,<br>Hertfordshire, WD7 9JZ | Single storey rear extension & conversion of loft into habitable room with rear dormer & front roof light |
|--------------|--|---|

The Meeting **OBJECTED** To This On The Grounds That;

- It is an Overdevelopment.
- The proposed dormer windows will be intrusive.
- The loss of much needed 2 bedroom properties in the area.

With regards to

|              |   |  |
|--------------|---|--|
| *16/0624/HSE | 30 Hamblings Close,<br>Shenley, Hertfordshire,<br>WD7 9JJ | Single storey infill extension between house and garage; two storey side extension |
|--------------|---|--|

The meeting were unable to comment as there were no documents available.

- (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.)

**134/15. Financial matters**

(I) Accounts for payment – April 2016

- The following accounts for April 2016 were received:

| <b>Payment To</b>                          | <b>Reason</b>  | <b>Total Amount</b> |
|--|--|---------------------|
| Open Spaces Society                        | Donation   | 45.00               |
| Shenley Primary School                     | Grant for swimming                                   | 1524.60             |
| Shenley District and Horticultural Society | Grant  | 200.00              |
| 1st Radlett Guides                         | Grant  | 100.00              |
| Bullfinch (Gas Equipment) Limited          | Queen's 90th Birthday Gas Beacon                     | 358.80              |
| E-On                                       | Seasonal Illuminations                               | 45.90               |
| ID property Services                       | Remove Shenley sign and disconnect electrical supply | 50.00               |
| LCR magazine                               | Annual Subscription                                  | 17.00               |
| Mrs Amanda Leboff                          | Reimburse for gas for Queen's Beacon                 | 41.45               |
| Arthur J Gallagher                         | SCAG Annual Insurance                                | 450.02              |
| Hertsmere Borough Council                  | Supply and Fit gate for Rookery Field/Harris Lane    | 674.82              |
| Mrs Amanda Leboff                          | March Wages  | 1021.94             |
| HMRC                                       | March Payment  | 191.10              |
| John O'Conner Grounds Maintenance          | Grounds Maintenance                                  | 87.00               |
| Fay Gough                                  | Cleaning toilet and office                           | 32.00               |
| Bob Gough                                  | Grounds Maintenance                                  | 384.00              |
| Danny Gough                                | Grounds Maintenance                                  | 280.00              |
| Andy Gough                                 | Cutting Allotment hedges                             | 150.00              |
| BT   | Office phone and broadband                           | 81.13               |
| Shenley Park Trust                         | Maintenance work                                     | 1230.00             |
| Shenley Park Trust                         | 3 x banners for the Beacon Lighting                  | 85.79               |
| Hertsmere Borough Council                  | Removal of damaged bus shelter Black Lion Hill       | 187.20              |
| Banner - Supplies Team                     | Printer cartridges                                   | 137.76              |
| Npower                                     | The Hub  | 192.45              |
| DC Electrics                               | Repair of office entrance system                     | 108.00              |
| Imagery                                    | print flyers for Beacon Lighting                     | 79.00               |
| Fay Gough                                  | Reimburse for toilet roll dispenser                  | 18.30               |
| Petty Cash                                 | Petty Cash   | 200.00              |
|  | <b>TOTAL</b>   | <b>7973.26</b>      |

Following a proposal and seconder, it was:-

**RESOLVED** that the April 2016 accounts totalling £7,973.26 be approved for payment.

- (II) Following a proposal and seconder, it was:-**RESOLVED** that the monthly budget monitoring report be approved

- (III) Section 137 Grant Requests: -

- Magpas (The Emergency Medical Charity) requested a grant. Following a proposer and a seconder it was **RESOLVED NOT** to approve a grant.
- (IV) The Council **REVIEWED** and **APPROVED** The ‘Review Of Internal Audit Effectiveness’.
- (V) The Council **REVIEWED** and **APPROVED** the ‘Financial And Management Risk Assessment’.

**135/15.** The meeting ended at 9p.m.

Chairman

**ACTION LIST - TUESDAY 12 APRIL 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           | ASAP          |
| Quotes                       | 2 additional quotes for new playground equipment and outside gym equipment  | Clerk           | May Meeting   |
| Best Kept Garden Competition | Ask Mr Martin Finney to judge   | Clerk           | ASAP          |
| Anti-slip decking            | Ask Derek for a formal quote for the anti-deck slipping   | Clerk           | ASAP          |
| Shenley Primary School       | Invite head and New Chair of governors to May meeting   | Clerk           | ASAP          |
| May Agenda                   | Add:<br>Pond<br>Outdoor Gym equipment<br>Proposed MUCA pitch  | Clerk           | May Agenda    |
| Radlett Lane                 | Send letter to home owner regarding overgrown hedges  | Clerk           | ASAP          |
| Queen's Beacon Lighting      | Inform and invite PCSO's<br>Inform fire brigade   | Clerk           | Actioned      |
| Allotment Committee          | Date needed for next meeting  | Cllr Gilligan   | ASAP          |
| Hedge cutting                | Contact Paul Davis and ask for details for community service scheme to assist with this   | Clerk           | Actioned      |
| Meet the MP                  | Robert to look into sourcing food for the event on 21/05/16   | Cllr Perlmutter | ASAP          |
| GVA                          | Write to GVA and inform them that SPC have concerns as the mast is centrally placed in the village and the public consultation has not been positive. | Clerk           | ASAP          |