

SHENLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY, 7 JUNE 2016, AT 7.30PM IN THE VILLAGE HALL, 108 LONDON ROAD, SHENLEY

PRESENT: Councillors Nicky Beaton, Annette Edel, Gavin O'Sullivan, Robert Perlmutter and William Susman (Chair)

- In attendance: Amanda Leboff, Clerk to the Council

17/16. Apologies for Absence.

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

18/16. Declarations of Interests

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

PREJUDICIAL -none.

19/16. Minutes of the Annual Parish Council Meeting held on 10th May 2016

RESOLVED that the minutes of the Annual Parish Council meeting, held on 10th May 2016 be confirmed as a correct record, and signed by Cllr Susman and adopted by the Council.

20/15. Minutes of the Parish Council Meeting held on 10th May 2016

RESOLVED that the minutes of the Ordinary Parish Council meeting, held on 10th May 2016 be confirmed as a correct record, and signed by Cllr Susman and adopted by the Council.

21/16. Review of Action Plan from above meetings

The Action plan was **NOTED**.

22/16. Questions by residents of Shenley Parish

The meeting welcomed Sophie Burnham-Miller and Linzie Barr to the meeting. The ladies addressed the meeting as representatives of a group trying to raise funds for toddler equipment in Shenley Park. Background was given regarding the project and it was explained that the Shenley Park Trust are fully supportive of the venture and will manage the equipment and prepare the nominated area which is next to the current play area by the Shenley Tea Rooms. The area will be enclosed and parents will be able to sit there and supervise their children. The group are looking for grants from various local organisations as well as running a fundraising day on 21st August in order to fund the equipment.

Councillor Susman said the Parish Council were 100% in support of this and would agree on a grant amount at the July Meeting. Councillor Susman thanked the ladies for attending.

Councillor Susman then welcomed Mr Joshua Simons to the meeting. Mr Simons began by thanking for all the help regarding the parking situation by Shenley Primary School as this has now improved. Mr Simons then asked if anything could

be done long term regarding the litter that is dropped in Shenley. This would be in addition to the works done by Hertsmere Borough Council. Following a discussion it was **AGREED** that this should be a project for the Future Initiative Meeting.

Mr Simons then asked what can be done regarding speeding along Porters Park Drive and London Road, this was specifically relating to late at night and modified cars. Cllr Susman highlighted that the police are keen to clamp down on this, however we need specific car details in order to pass these on to our PCSO. Mr Simons **AGREED** to get the car details.

23/16. Reports of Committee, Members and Clerk

- (i) Pursley Field - Update
Cllr Susman was delighted to say that after 3 years the lease has been finished.
- (ii) Harris Lane/Rookery Field
Cllr Susman informed the meeting that this is developing slowly – he is now keen to carry out a questionnaire.
- (iii) Allotments
The meeting **NOTED** the quote from O’Connell’s to improve the condition of the entrance to the allotments. The meeting **AGREED** that this was a lot of money and Cllr Edel **AGREED** to look into alternatives.
- (iv) Shenley Fete
Councillor Beaton informed the meeting the fete is very close now – however they still need more volunteers.
- (v) Future Initiative Events
The Clerk informed the meeting that the summer trip to Southwold on Wednesday 22nd June is already full.
- (vi) Shenley Village Matters
The booklet is currently being printed and will be delivered this week.
- (vii) Website/Facebook
Councillor Beaton informed the meeting that there is a handover meeting on Wednesday 8th June with Perry Newton, Guy Beaton, Dayaram Nakrani and the Clerk for the website.

Cllrs were asked to suggest people to quote for setting up a new user friendly website. All IT is now moving to PC Express in Edgware.
- (viii) CSP
Nothing to report.
- (ix) Police Update

The meeting **NOTED** the monthly update. Cllr Susman informed the meeting that the DriveSafe scheme only has one lead volunteer at present. Mr Ross Brice has offered to help but more volunteers are needed.

- (x) Shenley Park Trust
The meeting NOTED complaints from residents concerning overgrown hedges in Porters Park. Cllr Susman has met with both households and updated the meeting accordingly.
- (xi) Shenley Pond
Cllr Susman is meeting with an electrician on Friday to discuss lighting around the pond.
- (xii) Public Rights of Way Updates
The meeting **NOTED** the information.
- (xiii) Neighbourhood Plan
Cllr Beaton informed the meeting that this is progressing. The letter to apply for a Neighbourhood Plan has been received by HBC.
- (xiv) Village Sign
Councillor Edel informed the meeting that the sign has been ordered and will be bolted on to the current sign.
- (xv) Best Kept Garden Competition
Entries for the competition will need to be in by 19th July and judging will commence the week beginning 15th August.
- (xvi) Parking Issues in Shenleybury
This will be added to the July agenda
- (xvii) Community Payback Scheme – Cllrs to highlight paths etc for clearing
The following paths were highlighted for clearing:-
 - The pavement and gullies to be swept from the Black Lion to the White Horse
 - Black Lion roundabout to the London Colney roundabout footpath to be edged out
 - Porters ark Drive – all paths to be edged out

24/16. Correspondence

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

NHS Herts Valley Clinical Commissioning Group	Invite to conversation café – 29/06/16
*Hertfordshire County Council	News Release – All Aboard for Queen’s Birthday Party at St Albans Abbey Station
*Hertfordshire County Council	New Release – LED Street Lights on the way for Dacorum

25/16. 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
16/0986/HSE	16 Harris Lane, Shenley, Hertfordshire, WD7 9EB	Demolition of rear extension. Erection of single storey side and part single part two storey rear extension. Replacement of front door, alterations to existing windows and installation of roof light to main property. Demolition of shed and erection of single storey out-building to rear of garden.
16/0910/HSE	Wildwood, King Edward Road, Shenley, Hertfordshire, WD7 9BY	Demolition of existing car port and conservatory. Erection of single storey side and rear extension
16/0896/HSE	13 Cage Pond Road, Shenley, Hertfordshire, WD7 9BZ	Single storey rear extension following removal of existing conservatory and shed.
16/0825/CLE	Barn At Villa Scalabrini, Green Street, Shenley, Hertfordshire	The use of the barn as a d1, d2 use ancillary to the main use of the site as a care home. Certificate of lawful development (existing)
16/0745/LBC	Gardeners Cottage, Shenley Park, Radlett Lane, Shenley	Change of use from medical consulting room and associated offices (d2) to estate agent and associated offices (a2) (application for listed building consent)

With regards to

16/0993/ADV	The Gingerbread House, Black Lion Hill, Shenley, Hertfordshire	Retrospective application for the erection of 3 no. Non illuminated post signs (application for advertisement consent)
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The Meeting **OBJECTED** To This On The Grounds That;

- It is not in keeping with the village
- Excessive number of signs
- It is a conservation area

With regards to

16/0951/FUL	1 Woodhall Lane, Shenley, Hertfordshire, WD7 9AR	Demolition of existing conservatory, erection of 2 storey side extension & internal alterations to facilitate the re-conversion to 2 x 3 bed dwellings.
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The Meeting **OBJECTED** To This On The Grounds That;

- It is a locally listed building
- It is a character house in a prominent part of the village
- Traffic issues

(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.)

26/16. Financial matters

(I) Accounts for payment –June 2016 meeting

- The following accounts for June 2016 meeting were received:

Payment To	Reason	Total Amount
Festive Impact Lighting	Christmas Lights	3280.00
Mrs Amanda Leboff	Expenses	108.00
William Susman	Re-Imburse For Beacon Lighting Expenses	286.96
Petty Cash	Petty Cash	200.00
Alex Black	Re-Imburse For Beacon Lighting Expenses	139.18
Mrs Amanda Leboff	May Wages	1028.54
HMRC	May Payment	184.50
Mrs Amanda Leboff	Expenses	23.70
John O'Conner Grounds Maintenance	Grounds Maintenance	87.00
Banner - Supplies Team	Printer Cartridges	129.66
BT	Office Phone And Broadband	78.38
Fay Gough	Cleaning Toilet And Office & Reimburse For Cleaning Products	80.06
Bob Gough	Grounds Maintenance	384.00
J & S O'Connell	Reconstruct Footpath In Harris Lane Field	5200.68
Fitzpatrick Woolmer Design & Publishing Ltd	New Hanging Village Sign	321.00
Land Registry	Land Search For Land Opposite 10 Queensway	4.00
MG Signs (Llods Bank Commercial Finance ltd)	No Dog Signs - Harris Lane Play Area	26.30
Information Commissioner's Office (ICO)	Annual Subscription	35.00
Hall & Randall Plumbers (Elstree Plumbing & Heating)	Complete Works On Toilet Next To Hub And Hl Pavilion Urinals	911.46
	Total	12508.42

Following a proposal and seconder, it was:-

RESOLVED that the June 2016 meeting accounts totalling £12,508.42 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: -
There were none
- (V) Following a proposal and seconder, it was:-**RESOLVED** that a £100 INTU voucher be purchased as a thank you to Perry Newton for all his work regarding the website.

- (VI) Following a proposal and seconder, it was:-**RESOLVED** that the quote from ID property services to supply and fit anti slip material to the boardwalk for £1128 be accepted.
- (VII) Following a proposal and seconder, it was:-**RESOLVED** to approve the asset register – disposals and additions
- (VIII) The Council **NOTED** that the internal audit was carried out on 1st June 2016.
- (IX) The Council **CONFIRMED** the Fidelity Insurance Cover for 2016/17 was at £150,000.
- (X) The Council **NOTED and RECEIVED** the Internal Auditor’s Management letter was for year ended 31 March 2016.
- (XI) The Council **NOTED and RECEIVED** the Draft Audited Income and Expenditure Account for the year ended 31 March 2016 and Balance Sheet as at 31 March 2016.
- (XII) The Council **APPROVED** the Accounts and Annual Return for the year ended 31 March 2016.
 - (A) The Council **REVIEWED** and **APPROVED** Section 1 of annual return (Accounting Statements)
 - (B) The Council **REVIEWED** Section 4 of Annual Return (Internal Audit Report)
 - (C) The Council **REVIEWED AND APPROVED** Section 2 Of Annual Report (Annual Governance Statement)
- (XIII) The Council **NOTED** that the Notices Of Appointment Date For The Exercise Of Elector’s Rights have been completed and displayed on the Parish Council notice board.
- (XIV) The Council **REVIEWED AND APPROVED** the earmarked reserves.

27/16. The meeting ended at 9.20p.m.

Chairman

ACTION LIST - TUESDAY 7 JUNE 2016

PROVISION	ACTION	BY	ACTION
Grant for toddler equipment in Shenley Park	Add proposed grant for toddler equipment in Shenley Park to the July agenda.	Clerk	July Agenda
Planning Applications	Letter to Hertsmere Borough Council advising of the Council's opinions.	Clerk	ASAP
Future Initiative meeting	Discuss long term solution to litter	Clerk	ASAP
Anti-slip decking	Ask Derek to go ahead with the works	Clerk	ASAP
July Agenda	Add: Parking in Shenleybury	Clerk	July Agenda
Allotments	<ul style="list-style-type: none"> • Date needed for next meeting • Cllr Edel to look into alternatives for the improvements to the entrance to the allotments 	Cllr Gilligan Cllr Edel	ASAP
Hedge cutting	Inform Ringways of details regarding Community pay back scheme <ul style="list-style-type: none"> • The pavement and gullies to be swept from the Black Lion to the White Horse • Black Lion roundabout to the London Colney roundabout footpath to be edged out • Porters ark Drive - all paths to be edged out 	Clerk	ASAP
Benches in Harris Lane	Add to July agenda	Clerk	July Agenda
Tesco Car park	Contact Chestertons who manage the carpark and complain about condition	Clerk	July meeting