

## SHENLEY PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY, 10 JUNE 2014, AT  
7.30PM IN THE VILLAGE HALL, 108 LONDON ROAD, SHENLEY

**PRESENT:** Councillors Ray Edge, Rosemary Gilligan, Alex Muir, Dayaram Nakrani, Anthony Spencer (Chair), William Susman and Peter Wayne

In attendance: Amanda Leboff, Clerk to the Council

### **7/14. Apologies for Absence.**

Apologies for absence were submitted from Councillor Annette Edel and County Councillor Morris Bright.

### **8/14. Declarations of Interests**

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

**PREJUDICIAL** -none.

### **9/14. Minutes of the Parish Council Meeting held on 13<sup>th</sup> May 2014**

**RESOLVED** that the minutes of the Ordinary Parish Council meeting, held on 13<sup>th</sup> May 2014 be confirmed as a correct record, and signed by Cllr Spencer and adopted by the Council.

### **10/14. Review of Action Plan from above meetings**

The meeting went through the action points.

### **11/14. Minutes of the Extraordinary Meeting of the Parish Council held on 22<sup>nd</sup> May 2014**

**RESOLVED** that the minutes of the Extraordinary Parish meeting, held on 22<sup>nd</sup> May 2014 be confirmed as a correct record and signed by Cllr Spencer and adopted by the Council.

### **12/14. Minutes of the Annual Meeting of the Parish Council held on 3<sup>rd</sup> June 2014**

**RESOLVED** that the minutes of the Annual Parish meeting, held on 3<sup>rd</sup> June 2014 be confirmed as a correct record and signed by Cllr Spencer and adopted by the Council.

### **13/14. Questions by residents of Shenley Parish**

There were none

### **14/14 Reports of Committee, Members and Clerk**

- (i) Approved and Adopt new Financial Regulations

The meeting **RESOLVED** to adopt the new Financial Regulations.

(ii) Pursley Field

Councillor Susman informed the meeting that he would chase the progress with the sub-lease. The Chairman stated that he hoped the lease would be resolved by the July Parish Council meeting.

(iii) Harris Lane

The Council requested the Clerk contact the football club to find out if they will be moving on and if so ensure the keys to the Pavilion are returned.

The Council requested the Clerk get quotes for new benches for Harris Lane and Rookery Field.

The playsafe ROSPA report for Harris Lane play area was **NOTED** and Mr and Mrs Gough were asked to mend the bench in the play area.

(iv) Rookery Field

Nothing to report

(v) Allotments

Clerk to send out date of next Allotment Committee.

(vi) Shenley and District horticultural Society

Nothing to report

(vii) Future Initiative Committee

Clerk to confirm date of next meeting and to book the large village hall for the event on memorial Sunday in November.

(viii) Highways

The meeting highlighted several complaints concerning the erection of the large electric Highway sign on Black Lion Hill. The meeting confirmed that the Parish Council had not been consulted on this and the Chairman confirmed he was waiting for a reply from Highways.

The Council **NOTED** that County Councillor Morris Bright had kindly allocated funding for the Pegasus crossing at Shenleybury.

The Clerk was asked to clarify the specific details with Mark Fell regarding the lay by on Rectory lane.

Councillor Susman informed the meeting that;

- He had spoken with Environmental Health concerning the water leakage at the back of Mulberry Gardens which they are dealing with
- Regarding the issue of the water leakage on Radlett lane he will contact Mark Fell to discuss.
- He has contacted the chairman of the golf club to request they cut back the hedges on the path.

(ix) Public Rights of Way

The list of work was **NOTED**.

(x) Shenley Matters

Clerk to send out the date of the next edition confirmed at the last meeting.

(xi) Community Safety Partnership

Councillor Gilligan requested that more people attend the meeting.

(xii) CCTV

Nothing to report

(xiii) Shenley Community Activity Group

Councillors Edge and Spencer agreed to go on the Clacton trip as helpers.

The meeting **AGREED** that all Shenley residents at 65 or over should have the subsidised rate. Everyone else pays the full cost circa £25. If you are a serving Councillor and you want to go on the trip then you have to help otherwise you pay the £25. It is possible in the future that we will have to co-opt members of the public if there are not enough Councillors. In this case they must be agile enough to be able to move around on the Coach while moving. These people should have a further discounted rate.

(xiv) Shenley Park Trust

Nothing to report

(xv) HAPTC

Clerk to ask Paul Hughes to arrange Councillor training.

(xvi) The pond

Works to The Cage have been delayed by the contractor for a couple of weeks due to other work commitments.

Councillor Spencer took the opportunity to say what a good job had been done with the Queen Adelaide development and how it was within keeping with Shenley.

(xvii) Neighbourhood Plan

The Council were informed that the date of the next meeting will be confirmed once Mark Silverman has informed of his availability.

**15/14. Correspondence**

(i) There was no correspondence to report.

**16/14. 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
14/0490/HSE	The Bothy, Radlett Lane, Shenley Hertfordshire	Erection of detached, single storey storage and workshop building to form an apple store
*14/0725/HSE	19 New Road, Shenley, Hertfordshire, WD7 9DZ	Two storey rear extension

However with regards to;

14/0719/FUL	1 Black Lion Hill, Shenley, Radlett, WD7 9DE	Erection of a pair of 2 storey, semi-detached, 4 bedroom dwellings to include habitable loft accommodation with Juliet balconies to front and rear elevations at first and second floor levels and detached garage block (comprising 2 garages) to rear with accommodation above.
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The meeting **OBJECTED** to this on the grounds that;

- It is not in keeping with the street scene – against policy H8

(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.)

**17/14. Financial matters**

(I) Accounts for payment – May 2014

- The following accounts for May 2014 were received:

PAYABLE TO	REASON	Total Amount
A&Y Locksmiths	Replacement padlock and keys for allotments	227.00
Playsafety Limited	Rospa Playground inspection - Harris Lane	92.40
Internal Audit And Compliance	Internal Audit	456.00
HCC - Herts Supplies	Office supplies	51.47
Mr Colin Sidney	Planting Village troughs and War memorial troughs	162.08

Supplies Team	Printer cartridges	43.75
John O'Conner	Grounds Maintenance	87.00
Broker Network Ltd - Came And Co	Increase insurance to include war memorial	52.82
Fay Gough	Cleaning Office and Toilet	32.00
Bob Gough	Grounds Maintenance	384.00
Bob Gough	Re-imbusement	15.58
	<b>TOTAL</b>	<b>1604.10</b>

Following a proposal and seconder, it was:-

**RESOLVED** that the May 2014 accounts totalling £1,604.10 be approved for payment.

- (II) There were no Section 137 grant requests
- (III) The Council **NOTED** that the internal audit was carried out on 20 May 2014.
- (IV) The Council **CONFIRMED** the Fidelity Insurance Cover for 2014/15 was at £150,000.
- (V) The Council **NOTED and RECEIVED** the Internal Auditor's Management letter was for year ended 31 March 2014.
- (VI) The Council **NOTED and RECEIVED** the Draft Audited Income and Expenditure Account for the year ended 31 March 2014 and Balance Sheet as at 31 March 2014.
- (VII) The Council **APPROVED** the Accounts and Annual Return for the year ended 31 March 2014.
  - (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)
- (VIII) 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.
- (IX) The Council **REVIEWED and APPROVED** The 'Review Of Internal Audit Effectiveness'.
- (X) The Council **REVIEWED AND APPROVED** the 'Financial And Management Risk Assessment'.
- (XI) The Council **NOTED** that the income received from Hertsmeire Borough Council on April 1<sup>st</sup> 2014 of £67,236.34 was composed of 2 elements, precept of £62,672.00 and grant of £4 564.34. The Council **NOTED** that the grant element is at the discretion of Hertsmeire Borough Council and there is no certainty regarding the level of grant in future years.
- (XII) The Council **REVIEWED AND APPROVED** the earmarked reserves.

**18/14. Matters for future consideration, for inclusion on future agenda**

Add investment of funds to July's meeting agenda.

19/14. The meeting ended at 9.58p.m.

Chairman

**PARISH COUNCIL MEETING – TUESDAY 10 JUNE 2014  
ACTION LIST**

<b>PROVISION</b>	<b>ACTION</b>	<b>BY</b>	<b>ACTION DATE</b>
Planning Applications	Letter to Hertsmere Borough Council advising of the Council's opinions.	Clerk	Actioned
Highways	Clerk to contact Mark Fell with regards to regarding the specifics concerning the lay by on Rectory Lane	Clerk	ASAP
Light for Shenley Sign	Clerk to ask Malcolm Judd to put up the light	Clerk	ASAP
Keep Shenley Litter Free	<ul style="list-style-type: none"> <li>• Clerk to contact Waste services to assist with formulating a plan</li> <li>• Organise meeting with active residents to combat issue</li> </ul>	Clerk	ASAP
Pursley Field	Chase the sub-lease	Cllr Susman	July Meeting
Shenley Football Club	Ask if they will be continuing to use Harris Lane and ensure keys are returned	Clerk	ASAP
Benches	Quote for new benches	Clerk	July Meeting
Dates	Dates to be confirmed for; <ul style="list-style-type: none"> <li>• Allotment Committee Meeting</li> <li>• Future Initiative meeting</li> <li>• Next issue of Shenley Village Matters</li> </ul>	Clerk	ASAP
Radlett Lane	Contact Mark Fell to discuss	Cllr Susman	ASAP
Black Lion Hill	Find out why the large highways sign has been erected	Cllr Spencer	ASAP
Training	Ask Paul Hughes to arrange Councillor training	Clerk	ASAP
Neighbourhood Plan	Date of next meeting	Cllr Gillian	ASAP
Investment funds	Add to July agenda	Clerk	July Meeting