

REDBOURN PARISH COUNCIL

Minutes of a meeting held on Thursday 19 January 2012 at 7.30 pm in the Council Chamber Redbourn Parish Centre

PRESENT: Councillors D H Fenton (Chairman) I Caldwell, Mrs N Davies, R Gray, T Hardy, Mrs M Maynard M Morton, D Mitchell, Mrs P Schofield, R Stent and Mrs V Windle

IN ATTENDANCE: Mrs D Whiskin, Clerk to the Council, District Councillors M Crawley and A E Swendell, Ms S Vize, County Transport Strategy and Policy Manager, ten members of the public

APOLOGIES: Councillor C O'Donovan (holiday)

DECLARATIONS OF INTEREST

Councillor Mrs P Schofield: Redbourn Recreation Centre and Playing Fields Trust, Redbourn Youth Club Management Committee, Redbourn 2012

Councillor V Windle: Redbourn Youth Club Management Committee

Councillor M Morton: Village Hall

Councillor I Caldwell: Nickey Line

103 Variation in Order of Business

RESOLVED to take the item on aircraft noise and County Report as next items of business.

104 Aircraft Noise

The Chairman welcomed District Councillor Bert Pawle

LONDON LUTON AIRPORT (proposed expansion)

Background information (prepared by Cllr Bert Pawle – SADC rep on the LLACC – 18 January 2012)

London Luton Airport Limited is the owner of the airport and its shareholder is Luton Borough Council. The airport is run by London Luton Airport Operations Limited on a 30 year concession (granted in 1998). The agreement with the operator allows the owner to break the concession with effect from 1st April 2014.

The airport's owner is about to consult on important potential changes within the airport – the project is called 'futureLuToN;Optimisation'.

The owner wishes to ensure that the potential of the airport is optimised for the benefit of the town and surrounding area. It is examining how the airport, in the medium term, could achieve a passenger capacity of approximately 18 million people per annum (mppa) (from its current circa 11.5 mppa capacity) using the existing runway and within its current boundary. This work will inform the owner's decision on whether or not to exercise the break in the concession agreement.

The owner has instructed an advisor team to develop options further and to prepare any necessary planning application; this will closely follow a period of public consultation on the proposals. The aim being to secure planning permission for the required infrastructure to support 18 mppa so that it can be developed in time for the anticipated growth in air travel in the medium term.

There is a dedicated project website that ensures that everyone may be aware of emerging proposals and how to get involved in the forthcoming consultation programmes. The website will provide dates and venues for public consultation events and later, with more information about proposals.

Details on the consultation, including venues for public events, will be available on the dedicated website www.futureLuToN.co.uk by the week commencing 23rd January and will be promoted widely.

In summary, the 12 week programme for consultation is as follows:

- Consultation promotion for 2 weeks starting week commencing 23 January 2012
- Consultation with councils, the public, stakeholders etc . for at least 4 weeks starting week commencing 6 February 2012
- Consideration of feedback on the preferred option for 6 weeks starting week commencing 6 February 2012 and incorporation into final plans
- Conclusion and submission of a planning application to Luton Borough Council in April 2012

Subsequently, Luton Borough Council, as planning authority, would follow its due process which would include a further period of consultation with the public.

The project website will we are told, ensure interested parties can view proposals and provide their feedback on the airport's future plans. We are informed it will be regularly updated throughout the 12 week programme and beyond to keep local people and businesses informed about the consultation process and project progress.

Any further information about the consultation can be obtained by contacting the advisor team at GL Hearn, who are managing the consultation programme, on 0844 225 0003 or at futureLuToN@glhearn.com

The following points were raised during question time

- Government has not issued a specific policy statement on expansion of Luton
- Luton Planning Officers say they are impartial when considering planning applications for expansion
- Junction 10a of M1 is being upgraded - official stance is that this is a general improvement and not just for airport
- The original campaign to stop expansion was successful but the masterplan has been dropped – six month's ago we were told there were no plans for expansion
- Expansion will dwarf current concerns about noise
- There is no policy on no night flights
- Thames Estuary Airport will have no effect on expansion of Luton
- Airport Working Group will draft a reply to consultation document for approval by full Council in February

LONDON LUTON AIRPORT - easyJet trial - Background notes from LLACC Noise & Track Sub-Committee meeting of 21 December 2011

A trial (involving 10 easyJet departures per day following the 26 Clacton/Dover/Detling flight route) commenced on 5th May 2011, following extensive analysis and simulation work by easyJet and detailed discussions between the airport, NATS, airlines and the CAA – Directorate of Airspace Policy (DAP).

The trial in question was carried out for a period of 6 months, ending on 6th November 2011 successfully gathered sufficient data to identify an optimum flightpath, within the NPR swathe, avoiding all the most densely populated areas south of the airfield, with all airlines now reverted to pre-trial procedures.

Future actions:

Discussions with DAP are now underway, with a view to proceeding with the design of a new route structure based on results of the trial. This will require a detailed procedural design, which will then be the subject of an Airspace Change Proposal, in accordance with CAP 725. The airport will closely involve all communities that are part of this process, and progress will be reported to LLACC and the Noise & Track Sub-Committee.

Throughout the entire period July to September (one quarter) the airport received a total of 2,986 e-mails/telephone calls from 201 households in Flamstead and 533 e-mails/telephone calls from 152 households in Redbourn.

During this period over 60% of aircraft noise complaints involved westerly departures; individuals specifically referred to increased disturbance during the easyJet trial.

The following points were raised during subsequent discussion:

- Trial increased level of noise
- Meeting scheduled for 19th February when design for optimal route will be presented
- Will meet PC Working Party on 13th February
- Noise levels improved when planes were flying faster
- Noise worse when plans flew South of Redbourn, flew slower and took corner sooner
- Need to ensure that new centre line avoids centre of population
- Public welcome to attend consultative meetings
- Public meeting will be held in Harpenden

105 County Report

105.1 School Transport

Councillor Crawley introduced Sarah Vize, the County Transport Strategy and Policy Manager. She cautioned that information on future school transport is to be presented to the school governors at Roundwood Park on 23rd January and although she would be outlining the proposals to this meeting she was unable to divulge commercially sensitive information. A review of school transport in Hertfordshire has taken place on the basis that the authority has acted as a benevolent funder for a number of years. Several consultation exercises have been held and County will continue to support schools and communities in preparation for September 2012. County has been working with a number of schools to look at three alternative options:

- Extend current commercial network
- Arrangement for school transport
- Do Nothing

The negotiations have been very positive in this area and there are several proposals which will be considered by the school governors. The decision should be announced by the end of

February beginning of March. The relevant information has been provided to the supplier chain and the cost per pupil is less than the published price that Hertfordshire is charged for spare seats. The options proposed present minimal potential risk. Councillor Crawley said that the option being considered would have no financial cost to the school as the risk is being taken by the bus operators. The options being considered are based on the need which was established following the survey analysis. The best solution will be chosen.

In response to various questions regarding proposals to be put to Roundwood the following points were confirmed

- More than one operator is involved
- The financial risk is taken by the operator with no cost to the school
- Once governors have made a decision the Headmaster will call a meeting of parents to announce the decision
- Redbourn parents worked hard to find a solution
- In response to a question on whether Redbourn children could be guaranteed places on the bus the officer responded that County provided capacity building for continuity of service for communities
- The schools wish to inform parents of the outcome but if necessary a public meeting could be held in Redbourn
- Some children attend schools other than Roundwood Park

The Chairman thanks Councillor Crawley and Sarah Vize for their endeavours to resolve this issue.

105.2 Sunday Bus Service

The Sunday Bus Service is starting on 29th January. Four buses will including bank holidays as follows:

- Morning
- Lunchtime
- Mid afternoon
- Early evening

The route will be through Wheathampstead and Harpenden.

The Chairman thanked Councillor Crawley for her work in securing the Sunday service

106 MINUTES OF PREVIOUS MEETING

RESOLVED that the minutes of the meeting held on 15th December 2011 be signed as a true record.

107 Outstanding matters from previous meeting

All matters outstanding from the previous meeting have been dealt with. A list of District Council properties has not yet been received

108 FINANCE

108.1 Invoices for payment

The invoice from ADT for is being queried as it was understood that the contract included repairs to the CCTV. An invoice from Crawleys for £75.40 to be added to the list. **RESOLVED that the invoices on the attached sheet be paid**

108.2 Investments

A copy of the moneymarket investments were noted.

108.3 Budget for 2012/13

The Finance Committee Chairman reported

- Committee taken sensible approach to budget and where possible has kept individual budgets level
- No increase in salaries for current staff
- Provision made for additional hours
- £10,000 contingency included
- Precept increased by £5,000
- If Council agrees to take on assets from District Council this will be from 2013 and will be included in next year's budget
- Grant to Youth Club is £3,700 plus £1,600 in kind for use of hall

The grant application from the Recreation Centre was for £10,000 to be paid into the dilapidations fund and this was rejected. The last set of projections from the Centre indicated that the Centre would be in profit next year. No application was received for funding towards a replacement bowling green surface. Councillor Schofield agreed to ask Deana Barge to contact the Clerk to set up a meeting with the Recreation Centre.

RESOLVED to approve the budget for 2012/13.

108.4 Precept

RESOLVED to approve the precept in the sum of £177,510

109 Parish Plan

Councillors Fenton, Mitchell and Windle attended a meeting of the Rural Vision at which Neighbourhood Plans were discussed. It will be some time before Neighbourhood Plans can be produced and in the meantime the Parish Plan will be a useful tool in negotiations over the next few years.

The survey for the Parish Plan should be ready for circulation in the Spring.

110 Communications

110.1 Newsletter

The newsletter is currently with the printer. It was restricted to twelve pages so not all submitted material has been included. The printer has requested that the fonts be embedded in PDF.

It is not possible to include the bus timetable in the newsletter but this could be placed on the web site and the parish noticeboards.

A decision will have to be taken on whether to continue with the advertising in future. At the moment the current distribution list is being adhered to but in future it may be possible to pay for the newsletter to be delivered. Councillor Schofield said that her name could be added to the volunteer list. The Clerk to ask current volunteers if they are happy to continue delivering the newsletter.

Distribution and advertising to be included on the next agenda of the Parish Centre Management Committee meeting.

110.2 Web Site

The Chairman reminded members to forward information for the web to him. He reported that the press were trawling the website for possible articles and had included a couple of web site items in recent publications.

111 Committee Meetings

111.1 Finance Committee

The Chair of Finance thanked Councillor Fenton for organizing the tenders for Council works. Three tender forms were returned for the general works and the current contractor was the most competitive. The Finance Committee recommended awarding the contract to JHP Horticultural Services. The contract to start from 1st April 2012. This will give a one year overlap on the electoral year which will enable new councilors an opportunity to become familiar with the work of the council.

RESOLVED that the contract for various works around the village be awarded to JHP Horticultural Services.

RESOLVED that the watering contract be awarded to Townsend Nursery

RESOLVED that the maintenance of dog litter bins be awarded to TBS Hygiene.

The quotation for Christmas lights on both sides of the High Street was too expensive and the Committee has asked the Commons Committee to consider new lights for the two trees each end of the High Street.

The Clerk to contact Bovingdon Parish Council to ascertain how they managed to persuade Talk Talk to finance its Christmas lights.

111.2 Commons, Footpaths and Open Spaces

RESOLVED to adopt the minutes of the Commons, Footpaths and Open Spaces meeting held on 5th January 2012.

Councillor Stent will be chairing the Commons meetings for the next two months in the absence of Councillor O'Donovan. He thanked Councillor Davies for her work on the play areas. The Highways Authority has recommended a replacement system of lights for the Nickey Line bridge tunnel. They will pay for the lights and one year's maintenance. Councillor Caldwell said he noted that the Highways Agency needed access under the tunnel for maintenance purposes and felt that in view of this they should pay for future maintenance of the lights. He agreed to pass this information onto the District Council. The Clerk to ask HAPTC whether under localism the right to complain to the Ombudsman has been passed down to Parish Councils.

111.2 Parish Centre Management Committee

RESOLVED to adopt the minutes of the Parish Centre Management Committee held on 11th January.

The use of the Centre has improved slightly but is not yet self financing. Councillor Fenton no longer wishes to act as Parish Centre Manager and said this should be incorporated in either the Clerk's or Caretaker's role. The Caretaker has increased her hourly rate to £10 per hour and the budget has been increased to allow for this and additional hours.

The Clerk to arrange for the Chairman to visit the Village Hall to inspect the hearing loop.

The Committee was charged with reviewing the work of the Clerk and the Administrative Assistant and the work analysis showed that additional hours were required. It was agreed that the Clerk's role should be full time and that it may be preferable to employ a Deputy Clerk rather than an administrator.

The Clerk has decided to retire in June and the Administrative Assistant has decided to retire, either in June or earlier.

111.3 Planning: 19th December 2011, 9th January 2012

RESOLVED to adopt the minutes of the Planning Meetings held on 19th December and 9th January.

111.4 Youth Parish Council

Youth Connexions has agreed to the Youth Council's request to meet twice a month and the Youth Council has asked that Pauline attend both meetings. It was agreed that this would be placed on the agenda for next month's meeting. The Clerk to ask the Youth Council for a report on why they wish to meet twice a month. The Chair said the Youth Council were to be congratulated on their successful Christmas tea party for the elderly. Youth Council members had discussed the reasons, in their opinion, people were not attending the Youth Club. They felt the name was "uncool". A member pointed out that young people attending the Club had chosen a name and designed a logo but this was not taken up by Youth Connexions. He noted the comment about finding the staff overwhelming and said the statutory ratio of adults to children was one adult to fifteen children. He wondered whether the young should be left to organize the Club themselves. A member noted that the minutes were confusing as they were referring to meetings of the youth club when they were being organized by volunteers and were overrun with very young attendees. The club for younger children is now running at the Recreation Center and is very successful. Youth Connexions has taken over the club for older youth and although it has been slow getting off the ground attendance is improving.

111.5 Redbourn Youth Club Management Committee

Members of the Committee are working well together; have arranged for a band night for the Club and are busy arranging monthly fundraising events which include a Quiz Night, a Race Night and a Table Top sale; applications are being made for grants. The Chair of the Committee urged members to support the fundraising events.

111.6 Village Hall Management Committee

The Village Hall will be using the Parish Council Grant to decorate the main hall.

111.7 Redbourn in Bloom

Redbourn in Bloom is hoping to build the planter with an Olympic theme at the Hemel Hempstead Road entrance to the village pending permission from Herts Highways. If this is not forthcoming the cart near the fire station will be used. The theme will also be echoed in the various competitions. A member suggested that sponsorship be sought from Herts Showground as it is being used as a park and ride scheme for the Olympics.

111.8 Recreation Centre

The uptake on the new classes being held at the Centre has been promising. The proceeds from the Easter Art Show will go towards the Centre.

112 Correspondence

112.1 School Transport

It was agreed that correspondence relating to school transport would be discussed at the end of the meeting.

112.2 CCTV

Information on the placement of CCTV cameras in Lamb Lane and the objection of one resident was noted.

112.3 Emergency Equipment Store

Information on the Emergency Equipment Store, which contains sand bags and salt, was circulated. One member sought clarification on why the Parish Council was holding sand bags and salt and why it was dealing with an issue which is the responsibility of Highways. It was pointed out that in the past there has been flooding in various parts of the village. If supplies are kept locally the Parish Council is able to react quickly in an effort to avert flood damage to residents' homes. The garage is District Council owned. Keys to the garage are kept in the Parish Council office. The Chairman thanked Councillor Swendell for bringing this matter to the attention of the Council.

It was reported that the salt bin in West Common had been empty for two years. Councillor Swendell agreed to ensure that this is topped up.

112.4 Adoption of New Roads

Information on the adoption of new roads was circulated and noted.

112.5 Ver Meadows Travellers' Site

The problem of litter and human excrement is ongoing. It was agreed that this should form an agenda item for February's meeting.

112.6 Planning: Consultation on web based planning information

The District Council is seeking information on web based planning by 1st February. It was agreed that the Chair of Planning should draft a reply and email it to the Planning Committee for comment.

112.7 Redbourn 900

A copy letter to Paul Sands, from Redbourn 900, regarding matching funding for the Youth Club was noted. It was proposed that the Youth Club Management Committee reply informing them of the funding agreed by the Parish Council. It was suggested that Keith McAdam be invited to a meeting to inform the Council of how the proceeds are to be allocated.

112.8 School Transport

Many members expressed concern at the contents of a letter which was circulated in the pack which they felt was political and accusatory. A member felt that including the letter in the pack gave it credence. Another member disagreed and said letters were often included that members did not necessarily agree with. It was felt that the Parish Council did not have an opportunity to decide what is included in the pack. A member expressed concern that this intimated that letters should be vetted and said that parishioners are entitled to expect that their letters to the Council are circulated. To do otherwise would be censorship and would be undemocratic. From time to time the Council may receive letters containing critical comments, particularly when divisive issues are being considered, but in the past these issues have been aired and debated, and accepted as part of the political scene. Historically, all letters sent to the Council were included in the pack although with advancing technology, a considerable amount of correspondence now tends to be received by emails which are forwarded to members on a daily basis. The letter in question was addressed to the Chairman and the writer asked that it be circulated to members. This was done as at last month's meeting members agreed that all letters would be circulated.

The Chairman consulted the Hertfordshire Association of Parish and Town Councils who confirmed that if letters are circulated they should refer to items on the agenda. Letters circulated in the pack are on the agenda under Correspondence. All information in the council pack is in the public domain.

It was suggested that correspondence should be scanned and emailed to members before the meeting so they could decide whether they be included in the pack as this would prevent the Parish Council being used to further political ends.

One member felt that the correspondence for information should be provided in hard copy. The majority did not agree.

It was suggested that should parishioners wish the Parish Council to discuss a particular issue they should ask a councillor to request that it be included on the agenda, in the form of a proposal. It was suggested that in future letters for information would be circulated separately and only letters which require a discussion and a decision would be included on the agenda.

A motion to retain the status quo was not seconded.

It was agreed that emails will continue to be forwarded to members as they are received. Lengthy documents will be held in the office for members to inspect. Correspondence of a political nature or about a named individual, whether councillor, officer or member of the public, will not be forwarded but retained in a confidential file in the Parish Council office for members to inspect. Only correspondence relating to agenda items requiring a decision by the Parish Council will be included in the pack

Having been duly proposed and seconded it was **RESOLVED** that

- **letters for information sharing be circulated electronically**
- **letters for decision by the Parish Council be included in the pack under the relevant agenda item**

113 Date and time of next meeting

The next meeting is to be held on Thursday 16th February 2012 at 7.30pm

The meeting closed at 10.10pm

Signed.....16th February 2012

Redbourn Parish Council
Meeting of Full Council - January 2012

110	Include Cllr Schofield in volunteer list	Clerk
	Include distribution and advertising in newsletter on next Parish Centre Management Committee agenda	Clerk
	Forward information for Web to Cllr Fenton	All
111	Inform contractors of successful tenders	Clerk
	Inform contractors of unsuccessful tenders	Clerk
	Add Christmas lights to Commons Agenda	Clerk
111.	Ascertain from HAPTC whether right to complain to Ombudsman has Been passed down to Parish Councils under localism	Clerk
	Arrange for Chairman to visit village hall to see Brian Braiser Re hearing loop	Clerk
111.4	Ask Youth Council for report justifying additional administrative Support for meeting twice a month	Clerk
112.5	Include Ver Meadows: litter/human excrement on agenda for February's meeting	Clerk
112,7	Invite Keith McAdam to meeting to report allocation of funding From R900	Clerk
112,8	Scan letters and circulate electronically to members	Clerk