

REDBOURN PARISH COUNCIL

Minutes of Full Council meeting held on Thursday 15th JUNE 2017 at 7.30 pm, Conference Room, Parish Centre

PRESENT: Cllrs. D Mitchell (Chair), C O'Donovan (V Chair), S Kidd, I Hickmott, D Bigham, A Gardner and P Schofield

IN ATTENDANCE: N Khanna (Clerk), County Cllr A Brewster

MEMBERS OF THE PUBLIC: None

1. **APOLOGIES:** Cllrs R Gray (Family), V Mead (Health), M Maynard (Health), T Finnigan (Cllr training) and I Caldwell (Holiday)

2. **DISCLOSURE OF INTERESTS**
None

3. **PUBLIC PARTICIPATION**
None

4. **MINUTES OF PREVIOUS MEETING**

It was proposed by the Chair and resolved that:

The minutes of the Annual Meeting of the Parish Council held on 16th May 2016 were approved as a true record.

It was proposed by the Chair and resolved that:

The minutes of the Annual Meeting of the Parish Council held on 15th May 2017 were approved as a true record.

It was proposed by the Chair and resolved that:

The minutes of the Full Council meeting held on 18th May 2017 were approved as a true record.

5. **ACTIONS FROM PREVIOUS MINUTES**
None.

6. **CHAIR'S ANNOUNCEMENTS**
None

7. **MATTERS TO REPORT**

- 7.1 Anglia in Bloom
- 7.2 The Bull public house
- 7.3 Post Office
- 7.4 Bus services

8. **COUNTY REPORT**

Cllr Mitchell congratulated Cllr Brewster on becoming our new County Cllr. Cllr Brewster reported that she was currently spending most of her time completing her County Cllr training.

Cllr Brewster said that she was aware that Redbourn had one Speed Indicator Device (SID), currently sited on Hemel Hempstead Road, but other roads had been highlighted as having speeding issues and it was intended the device would rotate between these locations. The other locations highlighted previously through NHW had been Harpenden Lane and Dunstable Road. Recent feedback from Herts Highways was that Dunstable Road was no longer a priority. Cllrs discussed this and felt that Dunstable Road was less of an issue as it was a wide road and the impact of speeding on pedestrians was reduced.

Cllrs Brewster said that SID's typically cost around £5k and asked Cllrs to consider match funding a second SID for Redbourn.

It was proposed by the Chair and resolved that:

Cllr Brewster should explore the opportunity of sharing the cost of a second SID for Redbourn, on the basis that RPC would match fund up to 50% of the purchase from their reserves.

Action: Cllr Brewster

Cllr Brewster then mentioned the ongoing maintenance of the A5183 between Redbourn and St Albans. She asked Cllrs if having a cycle way the full length of the A5183 was still an aspiration and Cllrs confirmed it was, though they had been told previously that HCC budgets made it unlikely to happen.

Cllrs mentioned some other HCC Highways issues and it was suggested that the next Highways meeting be scheduled to raise and progress these as soon as possible. Cllr Brewster said she would get some dates from HCC Officers and liaise with the Clerk to get this arranged.

Action: Cllr Brewster / Clerk

A discussion followed regarding the poor condition of various pavements in Redbourn and Cllr Brewster said she was happy to meet Cllrs at these locations to see what should be done.

Cllr Brewster reminded Cllrs that the fire station / library co-location project is having an open day/consultation on 21st June 2017 from 3.30-8.30pm, and Cllrs were invited to a preview session from 2.30-3.30pm. This will be held at the fire station. It is proposed that the existing library site will be sold to provide 3 dwellings and this is how the co-location project is being funded. The new library will be housed in an extension built on to the existing fire station.

9. DISTRICT REPORT

None

It was agreed that Item 11 be brought forward on the agenda.

11. FINANCE

11.1 Finance Report

The Clerk reported the Income and Expenditure report was not available as he had been working on the 2016-17 year end and Internal Audit.

11.2 Invoices for payment

The Clerk reported the invoices for payment report was not available as he had been working on the 2016-17 year end and Internal Audit.

11.3 Receipts

The Clerk reported the receipts report was not available as he had been working on the 2016-17 year end and Internal Audit.

11.4 Annual Return 2016-17

The Clerk talked Cllrs through the Annual Governance Statement and the Accounting Statements and explained that he was seeking their approval to display them as part of the Exercise of Public Rights. The Clerk explained that the Accounting statements figures were derived from accounts that had:

- reconciled by month and for the whole year
- been checked through the year as part of RBS's databank service
- been closed by RBS as part of their 'year end close down' service
- been presented for internal audit which had come back "all yes's"

It was proposed by the Chair and resolved that:

The 2016-17 Annual Governance Statement and Accounting Statements pages of the Annual Return be approved and for the Clerk to display them as part of the Council's obligations regarding the Exercise of Public Rights.

10. BUSINESS ITEMS

10.1 SADC draft Strategic Local Plan and Detailed Local Plan

Cllr Mitchell reported that the Crown Estate (CE) were holding a consultation on their master plan w/c 19th June 2017. Cllr Mitchell said he had met with the CE before and that their plan covered a much larger area of green belt than SADC's Detailed Local Plan, stretching over most of the land between Redbourn and Hemel Hempstead.

SADC had proposed 40 DPH (dwellings per hectare) in their proposal, but it seemed unlikely that this density would achieve the numbers they were expecting. The CE plans kept to the same 40dph ratio, but spread development over a much larger area to achieve the proposed number of dwellings.

Cllr Mitchell stated that the CE plans displayed areas that were described as a country park, but is actually a number of drainage ponds and potentially would not look as nice as it sounds. The CE plans also included 1 additional gypsy and traveller site in Redbourn Parish, which would take the total to 4.

Cllr Mitchell encouraged Cllrs to attend the Cllr session being held at Woodhall Farm, Hemel Hempstead, but any of the 3 sessions being held would be useful.

Cllr Mitchell reported that the plan also included a large spine road from Hemel Hempstead, to join up with the M1 Jct9 at Redbourn. The Friends of the Nickey Line have expressed deep concerns over pedestrian safety, as this spine road would cross the Nickey line.

Cllr Mitchell shared concerns over the lack of services being provided to support the development such as: doctor's surgery, restaurants and shops etc. Cllr Mitchell also said that there were concerns over general infrastructure, including roads and sewerage,

Cllr Mitchell offered to write to our newly elected MP, Bim Afolami, with a view to meeting him and expressing the Council's concerns over the threats to Redbourn's greenbelt and ask for his support. Cllrs were supportive of this.

Action: Cllr Mitchell

Cllr Mitchell stated that the Spencer's Park phase 2 development outline planning application had been called-in by Highways England over concerns about the level of supporting transport infrastructure.

Cllr Schofield asked if a Community Centre was included in the proposals. Cllr Mitchell said that the developers expected the school facilities would be available for use outside school hours.

Cllr Bigham commented that the Care Group would also have to consider increasing its coverage.

Cllr Mitchell reported that SADC's High Court hearing regarding their SLP was on 21st and 22nd June 2017 and he would attend.

10.2 **Parish Council stand at the 2017 Herts Show**

Cllr O'Donovan thanked the Community Officer for all her hard work organising the stand and Cllr rota and the Herts Showground for accommodating the Redbourn Parish Council stand.

Cllrs discussed this and the general feeling was that:

- It was busy and people were grateful the Parish Council had taken the time to be there
- The opportunity to speak to Cllrs was well received
- Most people who attended the stand came from outside the village
- The village maps had proved very popular

10.3 **Parish Council stand at the 2017 Redbourn Classics on the Common event**

Cllrs discussed whether they should have a stand at the Redbourn Classics on the Common event on 16th September 2017.

It was proposed by the Chair and resolved that:

Redbourn Parish Council will have a stand at the Redbourn Classics event on 16th September 2017.

The Clerk was asked to speak to the Community Officer to progress organising the stand.

Action: Clerk / Community Officer

Cllr Gardner suggested a banner saying 'Redbourn Parish Council' would be useful. Cllrs discussed and agreed it would be helpful if the Council intended to have a presence at more local events going forward.

Action: Clerk

10.4 **Flamsteadbury Lane play area refurbishment**

The Clerk reported that the Community Officer had now narrowed the design of the new play area down from five to one design and asked Cllrs to review it prior to getting feedback from residents.

Cllrs felt that as we had a full agenda, this might be better discussed at the next Commons Committee and Cllrs could view the design in detail after the meeting.

It was proposed by the Chair and resolved that:

The new Flamsteadbury Lane play area design be approved in principle and the Community Officer should 1) progress with getting ward Cllr support and 2) engaging with residents for feedback on the proposed new play area.

10.5 Committees

Cllr Mitchell invited Cllrs who were not present at the Annual Meeting of the Parish Council to declare their interest in joining any Council Committees.

It was proposed by the Chair and resolved that:

Cllr Schofield should serve on the Finance and Policy Committee.

10.6 Direct debits and regular payments

Members received a report regarding regular payments made by direct debit / BACS from the Parish Council's bank account.

It was proposed and resolved that:

The following existing regular payments are authorised by the meeting:

<i>British Telecom</i>	<i>Parish Centre telephone and internet</i>
<i>BT Retail</i>	<i>Mobile phone</i>
<i>British Gas</i>	<i>Parish Centre electricity supply</i>
<i>Affinity Water</i>	<i>Parish Centre water supply and sewerage</i>
<i>Eon</i>	<i>Cumberland Garden electricity supply</i>
<i>Eon</i>	<i>Parish Council store electricity supply</i>
<i>CPRE</i>	<i>Subscription to CPRE</i>
<i>PHS</i>	<i>Parish Centre washroom contract</i>
<i>ADT</i>	<i>Fire, Access and security system</i>
<i>HMRC</i>	<i>RPC/Staff National Insurance contributions</i>
<i>HMRC</i>	<i>Staff income tax</i>
<i>Staff</i>	<i>Salary payments</i>
<i>LPFA</i>	<i>RPC and staff pension contributions</i>
<i>HSBC</i>	<i>Bank charges</i>
<i>Cawleys</i>	<i>Waste removal (Parish Centre/St Mary's)</i>

10.7 Council meeting Calendar

It was proposed by the Chair and resolved that:

The 2017-18 Council calendar of meetings be adopted.

10.8 Common secondary overflow car park

Cllrs received a request from Redbourn Cricket Club to open the secondary overflow car park by the cricket pavilion on 9th July 2017. The request was driven by the anticipated increase in traffic that day for the Fete du Velo event and a cricket tournament the same day.

It was proposed by the Chair and resolved that:

The secondary overflow car park to the left of the car park by the cricket pavilion, be opened for use by the cricket tournament attendees. The cricket club to provide parking marshalls on the day. The primary overflow car park to the right to be used by other Common users and visitors for the Fete du Velo event

10.9 Parking restrictions in village car parks

Following previous concerns raised by Cllrs about the de-restricted car parks in the High Street and at Hawkes Drive, the Clerk reported that he had received a response from SADC parking.

The email stated that the new Traffic Regulation Order (TRO) for the High Street car park had mistakenly removed the 3-hour waiting limit, but this would be reinstated / corrected later this year.

Hawkes Drive had also previously had a 3-hour restriction and this too had been mistakenly removed when the new TRO was put in place. There had never been any signage regarding the restriction and it had never been enforced. The email stated it could be reinstated, but only if a consultation proved that was what residents wanted.

Cllrs discussed this and stated that they wished the 3-hour restriction reinstated at both car parks. The current de-restriction had resulted in reduced spaces for the Health Centre and cars were regularly parking on the Common as a result. Cllrs felt that overnight parking should be allowed to help nearby residents.

Cllrs felt that a TRO implemented mistakenly should not require a consultation to be corrected and asked the Clerk to respond accordingly

Action: Clerk

10.10 Village of the Year

Cllrs thanked Cllr Hickmott for his excellent application to the Village of the Year TV program which resulted in Redbourn being shortlisted as one of the 76 villages that will appear in the series.

Filming has already taken place, but the film crew will be returning to do more at the Fete du Velo event on 9th July 2017.

Cllr Hickmott was asked if he could contact the producers and request some stills from the filming that could be used in our newsletter. Cllr Brewster suggested contacting the local newspapers to publicise being selected for the show.

Action: Cllr Hickmott

10.11 CPRE

The Clerk reported that he understood Cllr Mead had submitted applications before the deadline.

The Clerk was asked to contact Cllr Mead and request she forward on the nominations made.

Action: Clerk

10.12 Use of Common request

A request to hold a party on the Common was received and considered by Cllrs. The number of guests was expected to be 20-30, live acoustic music would be played, up to two gazebos would be used and the event would be held in the afternoon.

It was proposed by the Chair and resolved that:

The party could be held at East Common on 1st July 2017 and there would be no charge due to the small size of the event, on the proviso the organisers were respectful of others using / accessing Redbourn Common.

The Clerk was asked to contact the resident and let them know the outcome.

Action: Clerk

11. FINANCE

11.1 Finance Report

See above, after Item 9.

11.2 Invoices for Payment

See above, after Item 9.

11.3 Receipts

See above, after Item 9.

11.4 Annual Return 2016-17

See above, after Item 9.

12 COMMITTEES

12.1 Commons Committee

It was proposed, seconded and resolved that:

The minutes of the Commons Committee meeting held on 1st June 2017 are adopted by the meeting.

12.2 Planning Committee

None.

Cllr Hickmott summarised the meeting. Cllrs then discussed the Co Op's proposed move to the former public house called The Bull and were supportive of it. It was suggested that if the application was discussed at Plans North, Cllr Hickmott would speak on behalf of RPC. Cllrs Mitchell, O'Donovan and Bigham also said they would attend.

It was suggested that Cllr Mitchell send a letter to the Head of Planning at SADC stating RPC's support of the Co Op's proposal.

Action: Cllr Mitchell

Cllr O'Donovan offered to contact District Cllrs Swendell and Crawley and ask that they attend and support the proposal also.

Action: Cllr O'Donovan

12.3 Management and Communications Committee

None

12.4 Finance and Policy Committee

None

13 WORKING PARTIES

13.1 Green Belt Defence Working Party (RAGE)

Cllr Mitchell reported that the working party's next steps would hinge on the outcome of SADC's High Court hearing the following week.

13.2 Neighbourhood Plan Working Party

Cllr Mitchell suggested that a catch-up meeting was scheduled for July 2017 and the Clerk was asked to request the Community Officer organise this.

Action: Clerk

13.3 Common car park Working Party

The Clerk reported that Cllr Finnigan had arranged the next meeting for 27th June 2017.

14 MATTERS TO REPORT

14.1 Post Office – Cllr Mitchell reported that he had responded to the Post Office consultation as a resident and asked Cllrs if they would like him to respond on behalf of RPC. Cllr Mitchell is in favour of the new post office location.

Cllrs discussed this and were in favour of Cllr Mitchell submitting a response on RPC's behalf, in favour of the new post office location.

Action: Cllr Mitchell

14.2 Bus subsidies – Cllr Mitchell reported that he and District Cllr Crawley intended to attend the bus subsidy meeting with Cllr Beric Read. The meeting involved other areas in the district affected and the date was currently being finalised. Cllr Mitchell said that SADC currently had a shortfall c£73k on bus subsidies and were looking for contributions from the Town and Parish Councils covering the areas the bus services operated in. Cllrs were supportive of Cllr Mitchell's stance that RPC wanted the bus services to continue with the current subsidies.

14.3 Anglia in Bloom competition – Cllr Schofield informed Cllrs that the Anglia in Bloom judges would be meeting at the Recreation Centre at 12pm on Wednesday 12th July 2017, after assessing the village. Cllrs were all invited to attend the close and meet the judges.

Cllr Schofield reported that a volunteer litter pick had been organised for 8th July 2017 and all would be meeting at the Parish Centre at 10am. Cllrs were all invited to assist if they were free.

Cllr Gardner reported that at the last Management and Communications Committee meeting, Cllr Maynard had said she would be arranging for the new clematis plants to be installed in the Parish Centre garden before the judging on 12th July 2017.

15 DATE OF THE NEXT MEETING

Thursday 20th July 2017, 7.30pm

The meeting closed at 9.46pm

Chair Date