

## REDBOURN PARISH COUNCIL

### Minutes of Full Council meeting held on Thursday 20<sup>th</sup> JULY 2017 at 7.30 pm, Conference Room, Parish Centre

**PRESENT:** Cllrs. D Mitchell (Chair), C O'Donovan (V Chair), S Kidd, D Bigham, A Gardner, I Caldwell, V Mead, M Maynard, T Finnigan and P Schofield

**IN ATTENDANCE:** N Khanna (Clerk)

**MEMBERS OF THE PUBLIC:** None

1. **APOLOGIES:** Cllrs R Gray (Health), and I Hickmott (Family)

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 Full Council meeting held on 15<sup>th</sup> June 2017 were approved as a true record.*

5. **ACTIONS FROM PREVIOUS MINUTES**

The Clerk was asked to request an update from County Cllr Annie Brewster regarding dates for the Highways Meeting and the options discussed regarding further SID's for the village.

**Action:** Clerk

6. **CHAIR'S ANNOUNCEMENTS**

None

7. **MATTERS TO REPORT**

7.1 Increasingly large mound of rubble being stored at Kane Haulage site

7.2 CPRE awards

7.3 Banners attached to HCC railings

7.4 Outside classroom fire at St Lukes

7.5 Land at the rear of 48 High Street

7.6 Increasing number of bins left on pavements permanently

7.7 Outstanding actions list

7.8 RPC stall at Classics on the Common event

8. **COUNTY REPORT**

None

9. **DISTRICT REPORT**

Awaiting report from Victoria

Cllr Schofield suggested that RPC should write to Herts Highways in support of an improved cycle way to St Albans. This was discussed and it was felt that this should be raised at the forthcoming Highways Meeting being scheduled with Cllr Brewster. The Clerk was asked to seek agenda items for the meeting from Cllrs.

**Action:** Clerk

Cllr O'Donovan suggested trying to alleviate traffic in the High Street by providing more cycling racks. Cllrs discussed this and the Clerk was asked to add cycling racks to the next Commons agenda.

**Action:** Clerk

Cllr Gardner raised a concern that she had seen cyclists riding around the village 3 abreast, at pedestrian speeds and felt that this was not considerate of other road users. Cllrs discussed this and Cllr Gardner was asked to draft a polite notice that we could ask the Hub to respectfully display.

**Action:** Cllr Gardner

## 10. BUSINESS ITEMS

### 10.1 SADC draft Strategic Local Plan and Detailed Local Plan

Cllr Mitchell summarised SADC's response to their failure at the judicial review - See Appendix 1. SADC now plan to review the SLP and work closer with neighbouring authorities.

Cllr Mitchell reported that the Crown Estate were still progressing with their plans regardless and will submit their plans to SADC. As it stands, and until a new SLP is adopted, the proposal should be rejected on the 1994 SLP's guidance on developing the greenbelt. said he had met with the CE before and that their plan covered a much larger area of green belt than SADC's SLP, stretching over most of the land between Redbourn and Hemel Hempstead.

Cllr Mitchell reported that the new MP, Bim Afolami, had publicly stated that he supported the greenbelt. Cllr Mitchell said that he still intended to write to our MP to request his support in protecting Redbourn's greenbelt.

Cllr Mitchell stated that a motorway service station was still possible in Redbourn, probably at Junction 9 / Herts Showground area.

Cllr Mitchell reminded that the Crown Estate consultation was still open and he would be happy to submit a response on behalf of RPC, if Cllrs wanted him to. Cllrs were supportive of this and asked Cllr Mitchell to proceed, based on RPC's stance on protection and provision of/for greenbelt, open spaces, community facilities, doctors, dentists and churches and concerns over the siting of a new school adjacent to the motorway and the proximity of the development to the Buncefield oil depot.

**Action:** Cllr Mitchell

Cllr Gardner expressed thanks to Cllr Mitchell for fighting Redbourn's corner in trying to protect its green belt and character, so professionally, diligently and tenaciously. All Cllrs thanked Cllr Mitchell.

### 10.2 PCSO Service Level Agreement 2017-18

Cllrs received a copy of the PCSO Service Level Agreement covering RPC's part funding of the PCSO for 2017-18.

It was proposed by the Chair and resolved that:

***Redbourn Parish Council approve and sign the PCSO Service Level Agreement to again part-fund a PCSO for 2017-18.***

Cllr Maynard requested that the PCSO informed residents in advance of the surgeries, rather than on the day. The Clerk clarified that the surgeries were publicised at the Parish Centre, online and on the noticeboards.

The Clerk was asked to clarify if the PCSO made up the time lost if surgeries did not happen if/when he was pulled away for operational reasons.

**Action:** Clerk

The Clerk was asked to clarify if the PCSO ever patrolled the village during the hours of 8-11pm.

**Action:** Clerk

### 10.3 **County, Town and Parish Partnership**

Cllr Mead reported that she had attended this meeting on 3<sup>rd</sup> July 2017.

**Awaiting report from Victoria**

### 10.4 **Luton Airport airspace meeting**

Cllr Mitchell reported that he had attended this meeting on 29<sup>th</sup> June 2017.

Cllr Mitchell said he had reported that, on the whole, noise had improved in Redbourn in recent years following the diversion of flights further south. Cllr Mitchell said that Redbourn's experience appeared to be significantly better than other neighbouring areas who were represented at the meeting.

Cllr Gardner expressed concerns that flights still seemed to appear to still go straight over the Common. Cllr Mitchell said that these should be reported to Luton airport via their dedicated noise reduction email address. Cllr Caldwell stated that there was a smart phone app that would tell you details of any flight overhead at any time.

Cllr Mitchell said that Luton Airport genuinely appeared to be taking noise pollution seriously and were looking to improve things by introducing better take off routes and quieter planes. Changes to the national flight routes, particularly Heathrow traffic, could mean improvements to flight routes to/from Luton.

Cllr Maynard said that she was concerned about the older freight planes that flew overnight that were very loud.

Cllr Schofield said that she also thought things had improved during the day time, but was also concerned about the noise from overnight freight planes.

Cllr Mitchell referred Cllrs to the current Luton Airport consultation and encouraged them to complete it.

### 10.5 **Bus subsidies**

Cllr Mitchell reported that he and Cllrs Mead and Maynard had attended the recent bus subsidies meeting and summarised the key points:

Cllr Mitchell had conveyed to the meeting that RPC were against any cuts in subsidies that would result in a further reduction of bus services for Redbourn residents.

The proposed reduction in subsidies would result in cuts to late night and Sunday services in 2018.

The next step was that SADC would send out emails to all local representatives (Cllr Maynard for Redbourn) requesting they carry out a resident's survey to identify what services residents would like.

The Portfolio Holder stated that there was not any budget for the subsidies going forward and it became clear that SADC were keen for RPC to provide a local bus service, but Cllr Mitchell explained that RPC did not have the resources to do so.

Cllr Maynard commented that bus services to/from Harpenden had reduced in recent years and it now seemed the services to St Albans were going the same way, further isolating Redbourn.

Cllr O'Donovan thanked Cllrs for attending the meeting and asked if District Cllrs would be voting on a proposal to reduce these subsidies or if the decision had already been made. Cllr O'Donovan suggested that if there was to be a vote that RPC Cllrs should write to all District Cllrs asking them to vote against this proposal and ask Markyate and Flamstead to do the same as they will also be affected by the cuts.

Cllr Mead was asked to speak to Officers and the Portfolio Holder to clarify if this proposal was going to Full Council for a vote.

**Action:** Cllr Mead

#### 10.6 **New Leader and CEO of St Albans District Council**

Cllr Mead reported that the new Leader and the new CEO of SADC both wished to meet with Redbourn Parish Cllrs to understand local issues and concerns. RPC's Full Council in November 2017 appeared to be the first date where there was not a clash of meetings.

Cllrs were grateful for this and thought it would be a good opportunity for both parties.

Cllr Gardner suggested an advance list of questions that the Leader and CEO could consider beforehand and bring answers to at the meeting.

The Clerk was asked to add this to the Full Council agenda in September

**Action:** Clerk

Cllr Mitchell took an action to formally invite both the Leader and CEO of SADC to our November 2017.

**Action:** Cllr Mitchell

Cllr O'Donovan said that if that meeting proved inconvenient, he was happy to invite them to a Commons Committee as an alternative.

#### 10.7 **St Albans City and District Council Special Expenses**

Cllr Mitchell summarised the overview and further detailed breakdown of the Special Expenses paid by RPC to SADC.

Cllr Mead was asked to request further detail on the expenses for public conveniences and an explanation of why reserves were now held when they were not previously.

**Action:** Cllr Mead

## 10.8 **Consultation on proposal to merge Redbourn schools**

Cllrs noted that a consultation was underway on a proposal to merge Redbourn Infants and Junior Schools.

## 10.9 **SADC controlled car parks in Redbourn**

Cllrs received an update on their concerns over the de-restricted parking in the High Street and Hawkes Drive car parks.

An updated Traffic Regulation Order is to be consulted on this Autumn and will correct the issues at the High Street car park, re-introducing waiting restrictions. A 3-hour limit at Hawkes Drive had been in place, but never publicised with signage. A consultation to formalise will also go to consultation.

Cllrs had been concerned that the de-restricted parking in Hawkes Drive had resulted in parking on and around the Common near the entrance to Hawkes Drive. The SADC officer had responded by saying that he would add this area to his list of new waiting restriction requests. Cllrs discussed this and felt that if the Hawkes Drive limits were introduced and enforced, additional waiting restrictions on the Common would not be required.

It was proposed by the Chair and resolved that:

***The Clerk should write to the SADC Environmental Compliance Officer (parking) asking that Redbourn Common is removed from their list of new waiting restriction requests.***

**Action:** Clerk

## 10.10 **Delegated Responsibility – 2017 Summer Recess**

Cllrs discussed the decision-making arrangements to be adopted for the Summer Recess.

It was proposed by the Chair and resolved that:

***As is customary, delegated powers were given to the Chair and/or Vice Chair and Clerk of each Committee and the Chair and Clerk for Full Council, to make routine decisions and deal with emergencies until meetings recommence in September 2017.***

## 11. **FINANCE**

### 11.1 **Finance Report**

The Clerk summarised the Income and Expenditure report dated 14<sup>th</sup> July 2017, clarifying that they reflected transactions reconciled to 30<sup>th</sup> April 2017.

The Clerk presented Cllrs with the reconciliation report for Cash Book 1 (Current Account) and bank statement to 31<sup>st</sup> March 2017 to demonstrate the 2016-17 accounts reconciled correctly.

The Clerk presented Cllrs with the reconciliation report for Cash Book 2 (Petty Cash) and bank statement to 31<sup>st</sup> March 2017 to demonstrate the 2016-17 accounts reconciled correctly.

The Clerk presented Cllrs with the reconciliation report and bank statement to 30<sup>th</sup> April 2017 to demonstrate the April 2017 accounts reconciled correctly.

It was proposed by the Chair and resolved that:

***The Income and Expenditure report dated 14<sup>th</sup> July 2017 showing reconciled transactions to 30<sup>th</sup> April 2017 be received.***

#### 11.2 Invoices for payment

The Clerk summarised the List of Payments report dated 14<sup>th</sup> July 2017, clarifying that they reflected reconciled accounts to 30<sup>th</sup> April 2017.

It was proposed by the Chair and resolved that:

***The List of Payments report dated 14<sup>th</sup> July 2017 showing reconciled transactions to 30<sup>th</sup> April 2017 be received.***

#### 11.3 Receipts

The Clerk summarised the List of Receipts report dated 14<sup>th</sup> July 2017, clarifying that they reflected reconciled accounts to 30<sup>th</sup> April 2017.

It was proposed by the Chair and resolved that:

***The List of Receipts report dated 14<sup>th</sup> July 2017 showing reconciled transactions to 30<sup>th</sup> April 2017 be received.***

#### 11.4 Internal Audit 2016-17

The Clerk talked Cllrs through the 2016-17 Internal Audit report and recommendations.

The Clerk reported that he would be going through the recommendations to formulate a draft action plan to present to Cllrs.

**Action:** Clerk

It was proposed by the Chair and resolved that:

***The 2016-17 Internal Audit and Recommendations be received.***

#### 11.4 Annual Return 2016-17

The Clerk talked Cllrs through the 2016-17 Annual Return and explained that he was seeking their approval to submit it, with supporting reports and data, to our External Auditors BDO. A copy of the supporting reports and data was made available for Cllrs to view.

It was proposed by the Chair and resolved that:

***The 2016-17 Annual Return be received and approved for submission to RPC's External Auditors, BDO.***

## 12 COMMITTEES

#### 12.1 Commons Committee

It was proposed by the Chair and resolved that:

***The minutes of the Commons Committee meeting held on 6th July 2017 are adopted by the meeting.***

Cllr O'Donovan reported that our grounds maintenance contractor had increased their prices by 3%. This is their first increase in over 5 years.

Cllrs discussed this and noted the increase without any objections being raised. The Clerk was asked to add this to the next Commons agenda for sign off.

**Action:** Clerk

## 12.2 **Planning Committee**

The July 2017 Planning Committee was Inquorate – no minutes to receive.

## 12.3 **Management and Communications Committee**

The minutes of the July 2017 Committee meeting were not available in time for this meeting.

## 12.4 **Finance and Policy Committee**

It was proposed by the Chair and resolved that:

***The minutes of the Finance and Policy Committee meeting held on 27<sup>th</sup> June 2017 are adopted by the meeting.***

## 13 **WORKING PARTIES**

### 13.1 **Green Belt Defence Working Party (RAGE)**

None

### 13.2 **Neighbourhood Plan Working Party**

Cllr Mitchell and Cllr Finnigan summarised the meeting that took place on 19<sup>th</sup> July 2017.

The meeting recommended that we continue to proceed, regardless of SADC's current situation with their SLP and DLP. This would mean going forward to the public consultation phase this autumn and then to referendum in summer 2018.

The Working Party plan to meet again in September 2017 with our consultant to plan next steps.

### 13.3 **Common car park Working Party**

Cllr O'Donovan reported that he and Cllrs Bigham and Finnigan had met to discuss the Lybury Lane / Common car park. They recommended that the car park be extended back to its previous size, which is approximately twice as big as it is currently. The best quote received so far was £10,840 +VAT and the Clerk had confirmed this could be funded from Earmarked Reserves (EMR) and the current Car Park budget.

Cllr O'Donovan took an action to verify the quote was still valid.

**Action:** Cllr O'Donovan

It was proposed, seconded and resolved that:

***The Common / Lybury Lane car park be extended back to approximately twice its current size at a price of £10,840 +VAT which will be funded by earmarked reserves and current budget.***

## 14 **MATTERS TO REPORT**

14.1 **Cllr Allowances** – Cllr Mitchell reported that the Clerk had pointed out that the childcare allowance was agreed at £7.50, but this now differed from SADC's allowance of £8.45. Given RPC's plan to mirror SADC's allowances, Cllr Mitchell suggested that this was amended to reflect SADC's

allowance and Cllrs agreed this correction should be done on the basis that they had previously stated their intention to mirror SADC's allowances.

The Clerk was asked to amend the Child care Allowance for Cllrs to the prevailing rate for SADC Cllrs.

**Action:** Clerk

- 14.2 **RPC outstanding actions list** – Cllr Mitchell reported that the Deputy Clerk had issued an updated list of outstanding and completed actions and encouraged Cllrs to look through it as a good summary of the activities the Council was delivering.

- 14.3 **RPC stall at Classics on the Common** – Cllr Finnigan was asked to complete the stall application form.

**Action:** Cllr Finnigan

The Clerk was asked to request the Community Officer set up a Cllr rota to man the stall.

**Action:** Clerk

- 14.4 **Land rear of 48 High Street** – Cllr Schofield reported that a resident had contacted her enquiring as to the ownership of land at the rear of 48 High Street, Redbourn. The resident was concerned that some residents nearby with mental health issues did not have any outdoor space and that this land might be available to provide that.

Cllr Mead said she would look into ownership of the land and let Cllr Schofield know.

**Action:** Cllr Mead

- 14.5 **Wheelie bins left on pavements** – Cllr Gardner reported that she was seeing an increasing number of bins left out on paths and pavements permanently. Cllrs discussed this and locations included Shepherds Row, High Street entrance (opposite Fire Station) and Harpenden Lane. Cllr Finnigan reported that she had raised this with SADC previously.

Cllr Mead said she would look into this and see what could be done.

**Action:** Cllr Mead

- 14.6 **Rubble mound at Kane Haulage** – Cllr Mead reported that SADC Planning Enforcement Officers were currently looking into complaints about the growing mound of rubble. Many checks will need to be completed and this is quite a lengthy process which could take months.

- 14.7 **Banners on Council railings** – Cllr Mead reported that SADC Planning Enforcement had asked her to let Cllrs and residents know that banners should not be placed on Herts County Council owned railings – an example of the railings by the fire station were given as an example.

Cllrs said that they felt comfortable with community events being promoted on the railings for short periods, but would like SADC to enforce the removal of any banners left permanently.

- 14.8 **CPRE Award nominations** – Cllr Mead reported that she had submitted entries for the CPRE Awards, as follows:

**Community Award**

- Redbourn Library
- Redbourn Fun Run
- Redbourn Village Hall



**Environmental Award**

- Redbourn in Bloom

**Rural Living Award**

- Redbournbury Watermill and bakery

14.9 **Fire at St Lukes** – Cllr Mead reported that following the fire that saw an outdoor classroom burn down, St Lukes were proposing to make their site more secure with metal fence sections. They were also fundraising to build a proper store.

Cllr Mead said that had also recommended they consider applying for Highways Locality and Redbourn Parish Council grants in future.

**15 DATE OF THE NEXT MEETING**

Thursday 21<sup>st</sup> September 2017, 7.30pm

The meeting closed at 9.54pm

*Chair* ..... *Date* .....

## Action on SLP

[Printer-friendly page](#)

News release: 20 July 2017

Action is underway to review the Strategic Local Plan (SLP) for the St Albans District.



The SLP, drawn up by St Albans City and District Council, identifies land for housing and other building developments up until 2031.

A Planning Inspector's ruling that the Council did not meet its duty to co-operate with neighbouring local authorities was upheld this month by the High Court.

That has meant the Council cannot proceed with the SLP without considering changes, particularly to the figure for the number of homes needed in the District.

In response to the High Court decision, the Council is now preparing a series of measures to overcome the Inspector's concerns.

The first move will be a meeting of all the Council's political group leaders and planning spokespersons.

This has been scheduled for next week and is intended to ensure continued cross-party support for the Council's approach to the SLP.

Following this, fresh talks with neighbouring authorities will be arranged to try and reach an agreement on improving cooperation.

Discussions will take place with adjoining and nearby councils including members of the South West Herts Group (SWHG).

SWHG objected to the SLP on the grounds that the Council had failed to co-operate with them on the issue of housing need.

A date for the talks has yet to be confirmed, but it is hoped it will take place before the autumn.

In a further move, the Council will seek a meeting with the Department of Communities and Local Government (DCLG).

This is because the DCLG is due to unveil a new methodology for calculating housing need. The Council will seek clarification on how this might impact on the SLP.

Councillor Mary Maynard, the Council's Portfolio Holder for Planning, said: "We are going to be very busy over the summer ensuring that the SLP can hurdle the obstacles in its way.

"A lot of hard work has gone into getting to this advanced stage and I am determined that we will continue to progress and maintain cross-party support.

"We disagreed with the claim we had failed to co-operate with other local authorities and were disappointed that our High Court challenge failed.

"However, that legal issue has been settled now. We have to accept it and move forward with the effort to finalise an SLP for the District.

"The key will be our talks with neighbouring authorities and the Government over the District's housing need."

Councillor David Yates, Liberal Democrat spokesperson on planning, said: "I hope that further discussions with our neighbours will also enable us to present a single voice to the County Council and the Government on the infrastructure deficiencies across our area.

"Many of the problems that each of us are facing simply cannot be solved by a single local authority"

Councillor Iain Grant, Labour group spokesperson on planning, said: "With the government set to make potentially significant changes in the near future to the framework under which the SLP would be assessed and examined for soundness, particularly on housing need, it will be helpful to discuss those changes with neighbours and seek to share our understanding of their implications."

Last year, the Council submitted its draft SLP for approval to the DCLG and Planning Inspector David Hogger examined it. He concluded that the Council had not met its duty to co-operate.

The Council began legal proceedings to challenge his ruling in January this year and was allowed a Judicial Review. However, Judge Sir Ross Cranston upheld the Inspector's ruling earlier this month.