

## REDBOURN PARISH COUNCIL

### Minutes of Full Council meeting held on Thursday 18<sup>th</sup> October 2018 at 7.30 pm, Conference Room, Parish Centre

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

**IN ATTENDANCE:** C Kenny (Clerk)

1. **APOLOGIES:** Cllrs M Maynard (health) D Mitchell (family) P Schofield (holiday) and R Gray (family)

2. **DISCLOSURE OF INTERESTS**

Cllr Finnigan declared non-pecuniary interest in Classics on Common (item 8.3)

3. **PUBLIC PARTICIPATION**

Members of Classics on Common organising committee

Item 10.5 was brought forward.

A member of the organising committee for Classics on Common spoke to the meeting to explaining the amount of work that goes into organising this successful event and the number of people needed to run the event. The meeting agreed with the representative that they had created more than a classic car event but an event that the whole village could enjoy and that it had grown from the previous year to include a village fete with family entertainment, music and food. This year the event raised £12K; £5K to go to the two supported charities of Friends of St Mary's and the Care Group. £2k had been given to the Museum.

It was felt by the organisers that RPC should promote the event more and felt let down that certain areas of grass on the Common had not be cut along with items missing from the Parish Stores. Cllr Bigham stated that he felt the organisers should be commended for their efforts and that it was a fantastic event.

The grant process was discussed and Cllr Gardner explained that it is good practise to keep a contingency fund in case the Council could not give a grant or less than requested one year as there is only a limited amount of funds that can be distributed amongst organisations.

Cllrs agreed that it was a great event and felt that there had been miscommunication on some matters. The Clerk recommended that a meeting with her and the organisers a month before the event would be a good way forward to discuss operational issues/needs.

4. **MINUTES OF THE PREVIOUS MEETING**

It was proposed by the Chair and resolved that:

***The minutes of the Full Council meeting held on 20<sup>th</sup> September 2018 were approved as a true record.***

5. **ACTIONS FROM PREVIOUS MINUTES**

None

6. **CHAIRS ANNOUNCEMENTS**

Nothing to report

## 7. MATTERS TO REPORT

Highways meeting  
Fireworks

## 8. COUNTY REPORT

Cllr Brewster submitted the following report:

'I have received numerous complaints about the bus taking pupils to St George's School from the village being cut and am finding no one wants to take ownership for it! I believe it is just part of a much larger issue of public transport both for schools and residents and our MP, Bim, has agreed to set up a meeting for all the relevant parties so we can look at the issue holistically.

Archaeology work has started on the Katherine Warrington School and the new Head, Tony Smith, held an open day I attended about ten days ago to speak about his aspirations and answer questions about the new school.'

## 9. DISTRICT REPORT

Nothing to report

## 10. BUSINESS ITEMS

### 10.1 SADC's LOCAL PLAN

The Clerk informed the meeting that Troy Planning had submitted a response to the Regulation 19 Local Plan consultation as per the extra-ordinary meeting discussions. We have had confirmation that it has been received.

### 10.2 PRIVACY DOCUMENT

The Clerk presented a privacy notice document that relates to the way the Council stores people's personal information along with the reason it holds this information. This is one of the actions we need to implement to comply with GDPR

It was proposed by the Chair and resolved that:

***RPC approve the privacy notice document and add to the Website to comply with GDPR.***

### 10.3 PARKING BY INDUSTRIAL ESTATE

Cllr Finnigan reported that parking around the Industrial Estate area was becoming increasingly dangerous as cars are causing problems by the width restriction. Cars are parking too close to the restriction. Cllr Finnigan had approached SADC to clarify what could be done to prevent this type of parking. SADC have said lines can be installed if the Parish Council think there is an issue with sightlines.

Cllr Hickmott stated that should we speak about all the High Street rather than just doing one area as this would cause a problem further up the High Street with displaced cars looking for other places to park.

**ACTION:** Cllr Finnigan to speak to Gary Payne at SADC further to clarify what the process for installing lines.

10.4 **REDBOURN NEIGHBOURHOOD PLAN**

The Clerk reported that the draft Strategic Environmental Assessment is out to consultation with statutory bodies. The Community Officer is working on the consultation statement (ie, how we consulted with people) and that she and Cllr Finnigan will meet to determine the next steps.

10.5 **CLASSICS ON COMMON**

This item was moved forward.

11. **FINANCE**

11.1 **External Audi Report**

The Clerk presented the external audit report and was pleased to inform Councillors that RPC had received an unqualified report which means that there are no actions or recommendations to complete.

11.2 **Finance Report**

Nothing to receive

11.3 **Invoices for payment**

The Clerk presented Cllrs with the list of payments (Current account – Cash Book 1) for September 2018.

It was proposed by the Chair and resolved that:

***The List of Payments (Current account – Cash Book 1) reports dated 15<sup>th</sup> October 2018 showing payments for September 2018 be received.***

11.4 **Receipts**

The Clerk presented Cllrs with the list of receipts (Current account – Cash Book 1) for September 2018.

It was proposed by the Chair and resolved that:

***The List of Receipts (Current account – Cash Book 1) report dated 17<sup>th</sup> October 2018 Showing receipts for September 2018 be received.***

12 **COMMITTEES**

12.1 **Commons Committee**

It was proposed by the Chair and resolved that:

***The minutes of the Commons Committee meeting held on 4<sup>th</sup> October 2018 are adopted by the meeting.***

12.2 **Planning Committee**

It was proposed by the Chair and resolved that:

***The minutes of the Planning Committee meeting held on 25<sup>th</sup> September 2018 are adopted by the meeting.***

### 12.3 **Management and Communications Committee**

It was proposed by the Chair and resolved that:

***The minutes of the Management and Communications Committee meeting held on 9<sup>th</sup> October 2018 are adopted by the meeting***

**ACTION:** The Clerk to investigate if the building was given to RPC to use as a Museum.

Cllr O'Donovan, on behalf of RPC, thanked Cllr Mitchell for all his work on Redbourn News and recognised that it is a very good publication.

### 12.4 **Finance and Policy Committee**

Nothing to report.

## 13 **WORKING PARTIES**

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

Nothing to report.

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

Nothing to report

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

Nothing to report

### 13.4 **High Street Working Party**

Cllr Finnigan explained that the working party aims to do a different campaign once a quarter and that this quarter, the emphasis is on air pollution. They propose to display posters around the village encouraging people to turn off their engines and not to let the engine idle. Councillors supported this initiative.

The next meeting is scheduled for 8<sup>th</sup> November where they will talk about setting up a business workshop.

### 13.5 **Communicating with the Community Working Party**

The focus has been on looking at actions on social media/website and what improvements can be made to the Parish Council website. Office staff have had a brainstorm to explore ideas of how they want the website to work for them which included the public being able to book a room via the website, report faults (particularly PC assets once GIS mapping is fully functioning). They felt that social media was currently under utilised and that in the medium to long term future, the Village website and Parish Council sites should merge.

**ACTION:** Clerk to add social media discussion to the next M&C agenda

## 14 **MATTERS TO REPORT**

Highways Meeting – Cllr Finnigan asked when the next Highways meeting would be held.

**ACTION:** The Clerk to arrange a meeting

## 15 **DATE OF NEXT MEETING**

Thursday, 15<sup>th</sup> November 2018, 7.30pm in Conference Room, Parish Centre.

The meeting closed at 20.55pm

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