

REDBOURN PARISH COUNCIL

Minutes of Full Council meeting held on Thursday 19th OCTOBER 2017 at 7.30 pm, Conference Room, Parish Centre

PRESENT: Cllrs. D Mitchell (Chair), I Caldwell, T Finnigan, I Hickmott and A Gardner

IN ATTENDANCE: N Khanna (Clerk)

MEMBERS OF THE PUBLIC: None

1. **APOLOGIES:** Cllrs C O'Donovan (V Chair - Health), S Kidd (Holiday), R Gray (Family), V Mead (Health), M Maynard (Health), D Bigham (Prior engagement) and P Schofield (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 Full Council meeting held on 21st September 2017 were approved as a true record.

5. **ACTIONS FROM PREVIOUS MINUTES**
None

6. **CHAIR'S ANNOUNCEMENTS**
The Chair reported that our MP, Bim Afolami, would be holding a surgery at Redbourn Parish Centre on 1st December 2017. A session for Parish Cllrs had been added at the end of the surgery from 5:30-6:15pm and Cllrs were encouraged to attend.

7. **MATTERS TO REPORT**

- 7.1 Funding
- 7.2 Planning – 'right homes, right places'
- 7.3 SADC Remuneration panel

8. **COUNTY REPORT**

Cllr Mitchell read out the following update from County Cllr Annie Brewster:

New smiley face speed indicator sign

Rather than move the existing successful speed indicator sign in Hemel Hempstead Road, I am delighted that the Parish Council has match funded my purchasing of a second device to be located in Harpenden Road. It is due to be installed in November and aims to remind motorists of their speed at this important village gateway.

Reconstructing Footways

Priority areas for footway reconstruction were identified in Snatchup, Cavan Road and the section of the Redbourn Road from Hogg End Lane junction to Redbourn Lane. These works are being carried out between June and October.

East Lane 20mph Consultation

The formal consultation investigating the support to introduce a 20mph speed limit in Common Lane is being held between October and December.

The Clerk was asked to confirm the date of the planned Highways meeting.

Action: Clerk

9. DISTRICT REPORT

None

At this point, Cllrs discussed the format in which the County report had been provided. Cllrs all liked it and felt that this was both concise and useful and should be the format for County and District reports going forward – up to 3 key topics and a few lines of update.

10. BUSINESS ITEMS

10.1 SADC Local Plan

Cllr Mitchell reminded Cllrs that Cllr Mary Maynard, (Portfolio Holder and Chair of Planning Policy Committee) was coming to meet Parish Cllrs at 7:30pm on 9th November and provide an update on the SADC Local Plan.

The Clerk was asked to see if the Community Officer was available to attend as the discussion would be relevant to her work on the Neighbourhood Plan.

Action: Clerk

Cllr Mitchell reported that the Local Plan would soon be going through the Regulation 18 Consultation phase. Following the failure of the previous Strategic Local Plan, this is almost taking us back to the beginning, but is a necessary part of the process. Cllrs were happy For Cllr Mitchell to respond on behalf of the Parish Council. Cllrs and residents are also able to respond in their own right.

Cllr Mitchell reported that SADC will be putting out another call for sites to be considered for development. Previously, 4 of the 8 sites identified by the SKM Green Belt report were in the SLP. Going forward it is likely that all 8 sites will be included.

The proposed location at East Hemel, in Redbourn Ward, still raises concerns over pylons, the Buncefield oil depot and motorway pollution.

Cllr Mitchell reported that SADC do not plan on conducting an independent greenbelt review as part of their new Local Plan preparation and SADC's Planning department will decide on the sites to be used.

Cllr Mitchell said that he had met with Crown Estate representatives the previous week and they said they had no knowledge of any garden village proposal. However, they could extend the East Hemel site.

Cllr Mitchell said that he had attended SADC's PPC meeting earlier in the week. At the meeting, SADC reported that a proposed village next to London Colney was being considered by Hertsmere Borough Council. SADC were concerned that 5,000 homes could potentially be built on the SADC border.

SADC plan on completing the Local Plan by March 2019.

Cllr Caldwell asked if the current state of the Local Plan meant that local Neighbourhood Plans were in a state of abeyance. Cllr Mitchell said that on meeting Cllrs from other local councils in the district, all seemed to still be progressing with their Neighbourhood Plans, as were we. The next stage for Redbourn's Neighbourhood Plan is for it to be signed off and go forward to consultation.

Cllr Gardner said that feedback received from residents at the local events recently attended by RPC Cllrs was that they wanted local houses for their children. Cllr Gardner felt it was important to note that RPC is not against all development and the Neighbourhood Plan is proposing development to meet local need.

10.2 **New Leader and CEO of St Albans City and District Council**

Cllr Mitchell reminded Cllrs that SADC's new Leader and CEO would be attending November's Full Council and encouraged everyone to make every effort to attend.

10.3 **External Audit Report 2016-17**

The Clerk presented Cllrs with the External Auditors unqualified report for the 2016-17 Annual Return.

It was proposed by the Chair and resolved that:

The External Auditors unqualified report for the 2016-17 Annual Return be received.

10.4 **Automatic Precept Referendums**

The Clerk asked Cllrs how they would like to respond to the 2018-19 Local Government Finance Settlement: Technical Consultation Paper. Cllr Mitchell offered to respond on behalf of the Council to the effect that RPC did not support automatic precept referendums. Cllrs were happy for Cllr Mitchell to do so.

Action: Cllr Mitchell

10.5 **Herts County Council main contractor**

Cllr Finnigan reported that HCC were about to offer a 5-year contract extension to their main contractor Ringway. Cllrs discussed if feedback should be provided on the service received in Redbourn to help with their decision.

Cllrs agreed that we should provide feedback and asked the Clerk to write to our County Cllr explaining that we would like to see improvements, as the current service still appeared to be lacking. It was also not clear if the current service received was because of the contractor's performance or HCC budget cuts.

It was proposed by the Chair and resolved that:

The Clerk should write to our County Cllr, expressing that we would like to see improvements in the service received from Herts Highways and their contractor.

Action: Clerk

11. **FINANCE**

11.1 **Finance Report**

The Clerk presented Cllrs with the Income and Expenditure and Balance Sheet reports, clarifying that they reflected transactions reconciled to 31st August 2017. These were for information only as they had been summarised at the last meeting.

The Clerk reported that the accounts had now been reconciled to the end of September 2017 and the corresponding report would be presented at the following meeting.

11.2 **Invoices for payment**

The Clerk presented Cllrs with the most recent list of payments for September 2017. The Clerk reported that the full payments list would be presented at the next meeting with the other reconciliation reports for September 2017.

It was proposed by the Chair and resolved that:

The List of Payments report dated 16th October 2017 showing partial transactions for September 2017 be received.

11.3 **Receipts**

The Clerk presented Cllrs with the most recent list of receipts for September 2017. The Clerk reported that the full receipts list would be presented at the next meeting with the other reconciliation reports for September 2017.

It was proposed by the Chair and resolved that:

The List of Receipts report dated 16th October 2017 showing partial transactions for September 2017 be received.

11.4 **Budget**

The Clerk summarised the timetable for setting the 2018-19 budget. The process included draft budgets being drawn up and then approved for both the Commons and Management and Communications Committees.

These would then be discussed and included in the overall budget worked on by the Finance and Policy Committee at the end of November 2017. This would then produce the final draft budget presented to Full Council in December 2017 for approval.

12 **COMMITTEES**

12.1 **Commons Committee**

It was proposed by the Chair and resolved that:

The minutes of the Commons Committee meeting held on 5th October 2017 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 8th August 2017 be received.

It was proposed by the Chair and resolved that:

***The minutes of the Planning Committee meeting held on 10th October 2017
be received.***

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 10th October 2017 are adopted by the 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 26th
September 2017 are adopted by the meeting.***

13 WORKING PARTIES

13.1 Green Belt Defence Working Party (RAGE)

None

13.2 Neighbourhood Plan Working Party

The Working Party plan to meet again on 24th October 2017.

13.3 Common car park Working Party

The Clerk reported that the car park extension and repair at Lybury Lane had completed and was expected to open in time for the fireworks.

13.4 High Street Working Party

Cllr Hickmott and Finnigan reported that they were looking at many things that could help energise the High Street and/or engage with residents and businesses to provide support. These included engaging with the various organisations such as Redbourn Business Community, HAPTC and St Albans BID. The date of the meeting is to be confirmed.

14 MATTERS TO REPORT

14.1 Remuneration Panel – Cllr Mitchell reported that he and the Clerk had attended the SADC Remuneration Panel on 16th October 2017 to present Cllrs' decision to set their allowance at 10% of the prevailing District Cllr allowance. We are currently awaiting the Panel's comments.

14.2 Funding – Cllr Mitchell reported that Luton Airport had recently released more community grant funding.

14.3 Consultation – Cllr Mitchell reported that a 'right homes, right places' consultation was underway and offered to respond on behalf of RPC. Cllrs were happy for Cllr Mitchell to do this.

15 DATE OF NEXT MEETING

Thursday 16th November 2017, 7.30pm

The meeting closed at 9.05pm

Chair Date