

REDBOURN PARISH COUNCIL

Minutes of Full Council meeting held on Thursday 15th November 2018 at 7.30 pm, Conference Room, Parish Centre

PRESENT: Cllrs. D Mitchell (Chair), C O'Donovan (Vice Chair), I Hickmott, A Gardner, S Kidd, T Finnigan, I Caldwell, , R Gray, P Schofield and D Bigham

IN ATTENDANCE: C Kenny (Clerk)

1. **APOLOGIES:** Cllrs M Maynard (health) and V Mead (health)

2. **DISCLOSURE OF INTERESTS**

None

3. **PUBLIC PARTICIPATION**

None

4. **MINUTES OF THE PREVIOUS MEETING**

It was proposed by the Chair and resolved that:

The minutes of the Full Council meeting held on 18th October 2018 were approved as a true record.

5. **ACTIONS FROM PREVIOUS MINUTES**

None

6. **CHAIRS ANNOUNCEMENTS**

Nothing to report

7. **MATTERS TO REPORT**

High Street Working party

8. **COUNTY REPORT**

Nothing to report

9. **DISTRICT REPORT**

Nothing to report

10. **BUSINESS ITEMS**

10.1 **SADC's LOCAL PLAN – to receive an update on Lawes Agricultural Trust Proposals**

Cllr Mitchell informed the meeting that Lawes Agricultural Trust had held numerous exhibitions showing details of their proposals for development of their land in NE Redbourn. From feedback he and other Councillors had received, it appeared residents were not supportive of the proposals mainly due to the size and the affect it will have on the roads surrounding the area. DM explained that this site is on Green Belt and is not actually in SADC's Local Plan so cannot be considered by SADC for development. This situation will only change if SADC re-produce the Plan or a site drops out.

DM has asked Lawes Agricultural Trust to provide the Parish Council with details of feedback they receive. RPC have informed Lawes Trust that the Council's policy is not to approve any building on green belt. A petition had been set up by residents on Facebook against this development asking other residents to sign. It will be presented to Lawes Agricultural Trust.

Both Cllr Gardner and Gray felt that we should maintain a relationship with the Trust as they were keen to engage with the Community and appeared to be willing to accommodate Redbourn where possible.

Cllr Hickmott stated that had the land in question not been in Green Belt, that he felt it could be good for Redbourn.

10.2 Drone Policy – To decide whether we need to have a policy for drone flying over the Common And Council land

Cllr Finnigan explained that this item had originally been discussed at Commons but that the Committee felt it was a bigger issue for one committee to decide on. She asked the question of Councillors whether they felt a drone policy was appropriate and needed and if so, what the policy should be?

Cllr Mitchell and Bigham felt that there should be no flying of drones over Council owned land due to health and safety reasons and that a policy was needed as our byelaws did not cover drones.

Cllr Finnigan had drafted a policy and presented this to the meeting. She stated that the policy considered the proximity of residential properties and therefore, the risk of causing alarm, distress or harassment to occupants. As a Council, we are required to ensure all public using our land are safe. The Civil Aviation Authority Drone Code specifies that drones must not be flown within 50m of people, vehicles and buildings and /or over congested areas.

It was suggested that they might be exceptional circumstances, and this should be reflected in the policy.

It was proposed by the Chair and resolved that:

RPC will not allow the use of drones to fly over council owned land and will adopt the Use of Drones Policy as presented at this meeting.

10.3 Inter Parish Bus Forum – to receive a proposal from the Inter Parish Bus Forum regarding Subsidising a rural Sunday bus service

In the absence of Cllr Mead, this item is to be added to the next meeting's agenda as there is not enough information to make an informed decision

ACTION: The Clerk to add to the next agenda. Cllr Finnigan to circulate to Councillors the criteria for running a bus service.

10.4 Redbourn Neighbourhood Plan

Cllr Finnigan updated the meeting on the latest development in the Neighbourhood Plan explaining that the Community Officer was currently working on the statement documentation ready for consultation. Originally, it was planned that this would be completed by August, but this was without anticipating how much work was involved. TF asked the meeting if RPC was still keen to continue with the NHP bearing in mind the other planning development issue that Redbourn face. All agreed that it was important to complete the NHP. TF confirmed that both her and Community Officer will push for the papers to be ready by January 2019.

Cllr Schofield pointed out that it is important that Councillors explain to residents the difference between this plan and the others.

10.5 Recruitment of Deputy Clerk – To receive an update on the recruitment of a new Deputy Clerk

Cllr Mitchell announced that a decision had been made to appoint a new Deputy Clerk. There were some good quality candidates to choose from and it had been decided to appoint Vicky Kidd.

A start date had not been confirmed but is expected to be the beginning of January 2019.

11. FINANCE

11.1 Finance Report

The Clerk presented Cllrs with the Income and Expenditure and Balance Sheet reports dated 14th November 2018 and explained:

Expense code 4500 - fireworks. Money has been banked from the firework display and will offset these costs and a surplus had been made from this year's display.

Expense code 4715 – Litter Bins. There is an overspend on this code due to the purchase of an additional bin approved by Commons and installed by the Cricket pavilion.

Expense code 4805 – Commons Miscellaneous. This item has been miscoded and will be recoded to 4786 (general maintenance, materials)

It was proposed by the Chair and resolved that:

The Income and Expenditure report dated 14th November 2018 reflecting Reconciled accounts to the 31st October 2018 be received

11.2 Invoices for payment

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

It was proposed by the Chair and resolved that:

The List of Payments (Current account – Cash Book 1) reports dated 14th November 2018 showing payments for October 2018 be received.

11.3 Receipts

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

It was proposed by the Chair and resolved that:

The List of Receipts (Current account – Cash Book 1) report dated 14th November 2018 Showing receipts for October 2018 be received.

12 COMMITTEES

12.1 Commons Committee

Cllr O'Donovan thanked all volunteers for their help at the firework display this year and thanked the Clerk for all her help.

It was proposed by the Chair and resolved that:

The minutes of the Commons Committee meeting held on 1st November 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 23rd October 2018 are adopted by the meeting.

12.3 **Management and Communications Committee**

There were no minutes to receive although Cllr Gardner gave a brief overview of the meeting and thanked Cllr Hickmott for his work on the Communicating with the Community working party.

12.4 **Finance and Policy Committee**

Nothing to report.

13 **MATTERS TO REPORT**

High Street Working party update. Cllr Finnigan updated the meeting on the work that this group has been doing. One initiative is to run a workshop on 30th January for local businesses to attend where they can share ideas on how to attract customers and visitors along with the changes they want to see. They will also be able to build business contacts. The workshop will be advertised in various ways before Christmas and then in the run up to the workshop.

The group had reviewed the Conservation document in place for Redbourn and felt that this should be used in the Planning meetings alongside the District Local Plan Review 1994 currently referenced.

The group requested that Councillors look at the High Street and let them have ideas regarding things that could be installed to improve the look of the High Street.

Cllr Mitchell suggested that this working party should be added as an item on the Planning agenda for discussion.

ACTION: The Clerk to add High Street Working Party update as an ongoing item to the Planning agenda.

Remembrance Day – Cllr O’Donovan reported that this had been a successful event and that special thanks should be given to Ken Hart for all his hard work over the course of the day.

ACTION: The Clerk to write to Ken Hart, thanking him for his help.

14 **DATE OF NEXT MEETING**

Thursday, 20th December 2018, 7.30pm in Conference Room, Parish Centre.

The meeting closed at 8.25pm

Chair Date

