

WOOLMER GREEN PARISH COUNCIL

Minutes of the Annual Meeting of the Council held 9 May 2017

Present: Cllrs A Gribble (Chairman), P Corke (Vice-Chairman), S Hall, J Hawkins, G Pinney & A White.

In attendance: Mrs J. Pearce (Clerk), Borough Cllr R Trigg.

Borough Councillor Trigg informed the Council that the WHBC Mayoral Meeting will be held on Monday 22nd May, 7.30pm.

- 1.1 To elect a Chairman for 2017/18:** Proposed Cllr Hall, seconded Cllr White nominating Cllr Gribble as Chairman. Resolved: that Cllr Gribble is appointed Chairman for 2017/18.
- 1.2 To receive the Chairman's Declaration of Acceptance of Office.** Cllr Gribble signed the Declaration of Acceptance of Office.
- 1.3 To elect a Vice-Chairman for 2017/18:** Proposed Cllr Hall, seconded Cllr Hawkins nominating Cllr Corke as Vice-Chairman. Resolved: that Cllr Corke is appointed Vice-Chairman for 2017/18.
- 1.4 To receive the Vice-Chairman's Declaration of Acceptance of Office:** Cllr Corke signed the Declaration of Acceptance of Office.
- 1.5 To receive apologies for absence:** None.
- 1.6 To review Registers of Interest:** All Cllrs signed to say their Registers of Interest remained true.
- 1.7 To appoint councillors to the following specific responsibilities:**
 - Cllr Gribble: Transport, Young Persons Liaison & Staffing Committee.
 - Cllr Corke: Planning & Staffing Committee.
 - Cllr Hall: Finance, Staffing Committee & Allotments Liaison.
 - Cllr Hawkins: Grounds.
 - Cllr Pinney: Hall & Community.
 - Cllr White: Environment
- 1.8. To review internal control procedures for 2017/18:** Cllrs reviewed all risks, policies, Standing Orders & Financial Regulations and are satisfied that internal control procedures are effective and made no recommendations.
- 1.9. To appoint an internal Auditor for 2017/18:** Resolved: That Mr Bootle be appointed internal auditor for 2017/18.
- 1.10 To consider requests for dispensation and pecuniary & other interests on items on the agenda:** None.
- 1.11 To receive petitions, comments and questions from the public:** None.
- 1.12 To approve minutes of the Council Meeting on 14 March and note the minutes of the Annual Parish Meeting:** Resolved: The minutes of the 14 March Meeting were approved and signed by the Chairman as a correct record. The minutes of the Annual Parish Meeting were noted.
- 1.13 To receive reports on meetings attended by Councillors:** All Cllrs attended Wheels on Woolmer Green. Cllrs Gribble, Corke, Hawkins, Pinney & White attended the Annual Parish Meeting. Cllrs Corke, Hall, Hawkins, Pinney & White attended the April Market. Cllrs Gribble & Hawkins met with representatives from Knebworth Football Club. Cllrs Corke & Pinney attended the Wrestle Force event at the hall and met with the organisers.
- 1.14 To receive correspondence:** The Council received: A letter from SERCO to say waste collection charges have increased by £52 per annum. A copy of a resident's letter to Grant Shapps concerned with the number of new housing that is likely to be built in Woolmer Green due to the Local Plan having been submitted to the Planning Inspectorate unchanged. The pension scheme valuation. A letter to the Youth Club (now suspended) from John Bircow MP about Parliament Week. A letter from a company looking to acquire wedding venues for a client. Information from WHBC about National Child Sexual Exploitation Awareness Day on 18 March. Results of the Entech public consultation. A letter from a hirer offering to install new lights in the hall. A letter from a resident about an incident on the zebra crossing. A thank you letter from a couple that got married in the hall recently. An invitation from the incoming mayor to a presentation on civic leadership 20 June. A letter from a resident with a suggestion for traffic calming on London Road. An invitation from planning to a workshop on CIL 23 May 10am-12pm. An offer of staff training organised by Welwyn PC but the caretakers declined to attend. A letter from a resident asking for signs not to be attached to their fence.
- 1.15 Planning:** (Cllr Corke)
 - a) 16/02460/1 at Land At Junction Of Pottersheath Road And, Danesbury Park Road, Welwyn: The applicant is to appeal the decision.

- b) 6/2017/0729/PN15, Harmergreen Wood Scout Group, Robbery Bottom Lane
Prior approval for the installation of a 20 metre high timber monopole for EE UK Ltd & ESN (Emergency Services Network): No objection.
- c) 6/2017/0323/LAWP, 14 Longmead, Certificate of lawfulness for the installation of dormer window to facilitate loft conversion: No objection.
- d) 6/2017/0594/HOUSE, 13 London Road, Erection of a single storey ground floor side extension and erection of side dormer to existing roof: No objection.
- e) 6/2017/0299/HOUSE, 18A London Road: No decision to report.
- f) 6/2017/0166/HOUSE, 19 Oak Road: Application refused.
- g) 6/2017/0138/HOUSE, 16 Birch Road: Application granted.
- h) 6/2015/1972/COND, The Fox, 21 New Road, Update on 3(landscaping), condition 4 (highways report): The removal of the hedge at 2 Hay Waness fulfilled the highways condition of obtaining site lines but the completion of the work was not communicated to highways by the developer. In light of this Planning are not likely to pursue the outstanding landscaping issue. The footpath is still to be re-instated by the developer.

1.16 Hall (Cllr Pinney) & Grounds: (Cllr Hawkins)

- a) To consider erecting a door barrier: Resolved: To purchase and install door barrier costing up to approx. £150. **Action: Clerk.**
- b) To receive a report on the wedding license renewal: The license has been renewed. A fire inspection was not required. The possibility of holding weddings in the orchard was discussed but a permanent structure would be required which would make it unfeasible.
- c) To receive a report on the weekly playground inspection: The playgrounds have been inspected weekly. The hall playground is satisfactory. Issues have been raised in the Garden Road playground; the spider climber has flaking paint & rust and needs sanding and re-painting; one set of swings has been removed and a baby seat will be fitted to the remaining swings in due course. The bark area has been increased but weeds are growing on it and more bark is required. It was agreed to organise a working party to weed and add bark under the slide apparatus. **Action: Cllr Hawkins & Clerk.**
- d) To consider action regarding the dumped waste in the hall grounds: There has been a marked increase in fly tipping in the hall grounds, particularly at the rear of properties in Wolvesmere. A letter will be sent to all of these residents asking them to remove any stored items and report any incidents. **Action: Clerk.**
- e) To receive a report on the meeting with Knebworth Football Club: The football club said that the first season had gone well and will end at the end of May. The club is continuing to expand which means the pitches will need reconfiguring for the forthcoming season. The Parish Council has found that the arrangement with Knebworth FC has been mutually beneficial and do not propose increasing the hire rate for next season.
- f) To consider Knebworth FC's request to erect a sign at the grounds entrance: The Council asked for more detail on what the sign will say. **Action: Clerk.**
- g) To consider erecting small signs in wild flower areas: It was agreed to purchase a couple of small low cost signs to see if they deter residents from damaging the wild flower areas. The large sign in the playground will be relocated to a more prominent position. **Action: Cllr Hawkins & Clerk.**

1.17 Finance: (Cllr Hall)

- a) To receive and approve the payments and accounts for March & April: These had been circulated. Resolved: To approve payments and accounts for March & April.
- b) To approve Annual Report: Resolved: To approve the Annual Report.
- c) To approve the Accounting Statement & Annual Governance Statement for audit: Deferred until next meeting.
- d) To consider a payment to the internal auditor: Resolved: To pay £75 to the internal auditor.
- e) To consider reinvestment of reserves: Resolved: To reinvest in a Nationwide Business 1 Year Saver account. **Action: Clerk.**
- f) To consider a donation in memory of Mr Mallon: Resolved: To donate £100 to the school to pay for a memorial bench. **Action: Clerk.**

1.18 Environment (Cllr White) & Transport: (Cllr Gribble)

- a) To receive a report on PPP work: (i) A quote has been submitted for £1,600 to resurface a third of Bridger's Path. It is hoped the Rights of Way Officer will contribute to the cost. (ii) Following the landowner's concern, raised at the Annual Parish Meeting, that permissive rights of way signs are vandalised, Cllr White investigated alternatives. A solution could be to denote the paths with official white arrow metal signs fixed to sturdy posts. This information has been passed to the landowner.

b) To discuss highways matters: (i) New Road has been surface dressed recently. London Road is due to be done on 21 May. County Cllr Smith has said he will forward notifications of road works in future.
(ii) Awaiting the result of Cllr Smith's bid to the PCC Road Safety Fund.

1.19 To receive a report on Wheels on Woolmer Green: 164 cars were on show which was near to full capacity. It would have been helpful to have had more volunteers but the show was a great success with £435 profit raised to be divided equally between Prostate Cancer UK and the Herts Air Ambulance. One complaint was received from a resident in Strawplaiters Close about restricted access to their property. The event will be held again next year.

1.20 To discuss preparations for Village Day: The signs are up and all is going to plan. This year there will be a central arena for the pet show, bands and dance demonstration. Over twenty stalls are lined up to come and quad bikes, bouncy castle and inflatable slide are the attractions.

1.21 To receive announcements. *(for information only):*

a) The Cllrs surgery is on 3 June. Cllr Corke will attend.

b) The developers of Entech have requested a meeting.

1.22 Date of next meeting Tuesday 13 June at 7.30pm.

JRP 10.05.17

Signed: _____
Chairman.

Date: _____