

WOOLMER GREEN PARISH COUNCIL

Minutes of meeting held 8th January 2019

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

In attendance: Mrs J. Pearce (Clerk).

8.1 To receive apologies for absence: Cllrs Corke, Pinney & White will arrive late due to various commitments but did not want to delay the meeting.

8.2 To consider requests for dispensation and pecuniary & other interests on items on the agenda: None.

8.3 To receive petitions, comments and questions from the public: None.

8.4 To approve minutes of the Council Meeting on 11 December: Resolved: The minutes of the 11 December meeting were approved and signed by the Chairman as a correct record.

Cllr White arrived at the meeting.

8.5 To receive reports on meetings attended by Councillors: Cllrs Corke & Hall attended the Christmas Fair. Cllr Hawkins attended the thank you dinner for loyal stall holders. Cllr Pinney attended the Carols 'round the Pond.

8.6 To receive correspondence: The Council received: Information about Jigsaw Medical going into Administration (see 8.9d). A briefing from Cllr Richard Smith on the Entech developers commitments (see 8.10b). Notification that the Council's Sage Instant Payroll License Plan is due for renewal on 22 January. Notification that PPL & PRS for Music will combine and become TheMusicLicense. Information from Ricoh on data cleaning the photocopier; Cllrs agreed the free standard cleanse is all that is required. Information from WHBC on Council Tax 2019/20. A letter from WHBC calling for sites to be considered for inclusion in the Local Plan.

8.7 Planning (*Cllr Corke*)

a) 17/02755/1 Retrospective application for gypsy site at Danesbury: The Council agreed to object to this site being undesignated as Green Belt in the main modifications to NHDC's Local Plan. **Action: Clerk.**

Cllr Pinney arrived at the meeting

b) To receive update on Local Plan Examination: WHBC has begun the call for sites and the owner of the Marshall's site will be submitting his land for consideration for housing development. The land owner is keen for the Parish Council to also promote the site. The Council agreed to submit the relevant form to WHBC and will continue to argue that development at Entech and Marshalls would provide Woolmer Green's housing quota and enable the Green Belt designated for development to be withdrawn from the Local Plan **Action: Clerk.**

Knebworth Parish Council has forwarded their draft response to the main modifications of the NHBC Local Plan and Woolmer Green Parish Council agreed to support it. **Action: Clerk.**

8.8 Hall (*Cllr Pinney*) & **Grounds:** (*Cllr Hawkins*)

a) To discuss electrical testing report: One quote has been received to rectify highlighted electrical issues. Further quotes will be obtained. The Council also requested quotes to replace the distribution board. **Action: Clerk.**

b) To consider purchasing a photocopier: The Council agreed that a photocopier is not required.

Cllr Corke arrived at the meeting and declared an interest in item 8.9e as he is Chairman of the Friends

c) To discuss Sunday am opening by volunteer: Three volunteers came forward. Cllrs agreed a volunteer should be at least 18 years to undertake hall opening duties. Of the two other volunteers the one who lives nearest the hall will be asked to carry out the duty on a regular basis and the other to stand in when required. HAPTC will be consulted about payment arrangements. **Action: Clerk.**

d) To receive a report on the annual playground inspection: Quotes will be obtained to rectify highlighted issues. **Action: Clerk.**

e) To receive a report on the weekly playground inspection: All is satisfactory.

f) To review progress of new Children's Centre Underlease: No progress to report.

8.9 Finance: (*Cllr Hall*)

a) To receive and approve the payments for December: Resolved: To approve payments for December.

b) To receive and approve the accounts for December: Resolved: To approve accounts for December.

c) To consider paying staff a Christmas bonus: Resolved: To pay staff £25.

d) To receive a report on Jigsaw Medical: Jigsaw Medical went into administration owing the Parish Council £1,200 in hire fees. A claim for the outstanding fees has been made to the administrator but

payment is unlikely. Subsequently the company has been sold to CRG Clinical Services Ltd which wants to continue to use the hall for ambulance training. Following negotiation with the new company they have agreed to pay the outstanding invoices and have made a payment of over £400 so far. They have started a new course at the hall on 7 January and continued bookings will be accepted if further payments are made.

e) To consider a grant application from the school Friends Association: For playground improvements. Resolved: To grant £200.

f) To consider a grant application on behalf of the Market Traders: This application was received on 16 December. To contribute to a thank you dinner for loyal stall holders: Resolved: To grant £100.

g) To discuss 2019/20 budget: The Council agreed to raise the precept by 1.9%. Resolved: To approve 2019/20 budget.

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

a) To discuss arrangements for annually closing the Twin Foxes gate: In order to prevent a permanent right of way being established it was agreed to close the Twin Foxes gate from 12.00pm on Saturday 2nd February until 12.00pm on Sunday 3rd February. An information notice will be displayed on the gate and it will be publicised via facebook. **Action: Cllr White & Clerk.**

b) To receive a report on the Entech transport plans: Cllr Smith has met with a Highways Senior Development Officer to discuss the likely obligations that will be sort from the developer for works to the B197. The Parish Council will be kept informed of progress.

c) To discuss highways matters: (i) A number of issues discussed at December's meeting have been reported to Highways. (ii) The Council decided to continue to pursue the possibility of installing bollards on the verge in Mardleybury Road as it is continually damaged by vehicles parking on it. **Action: Clerk.**

8.11 To review progress of GDPR compliance: No progress to report.

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

a) £240.69 was collected at the Carols 'round the Pond event in aid of the CJD Support Network.

b) Cllrs Corke and/or Pinney will attend the Cllrs Surgery on 2nd February.

c) A young volunteer delivered the newsletters before Christmas as she had to carry out volunteer work during her University break.

d) It was requested that Wheels on Woolmer Green be included on February's agenda.

e) It was requested that Carols 'round the Pond be included on February's agenda.

f) It was requested that Village Day be included on February's agenda.

8.13 To agree the date of the next meeting: 12th February 2019.

JRP 9.1.19

Signed: _____
Chairman.

Date: _____