

WOOLMER GREEN PARISH COUNCIL

Minutes of meeting held 12th September 2023

Present: Cllr A Gribble (Chairman), Cllrs P Corke (Vice Chairman), T Dix, & R Horton.

In attendance: Mrs J. Pearce (Clerk). Borough Cllrs J Cragg & R Trigg.

4.1 To receive apologies for absence: Cllrs S Hall & G Pinney due to prior engagements.

4.2 To consider requests for dispensation and pecuniary & other interests on items on the agenda: Cllr Horton declared an interest in items 4.7a & 4.8f.

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

4.4 To approve minutes Council Meeting 18th July: Resolved: The minutes of the Council Meeting of 18 July were approved and signed by the Chairman as a correct record.

4.5 To receive reports on meetings & events attended by Councillors: Cllrs Hall & Horton attended the July Market.

4.6 To receive correspondence: The Council received: Information from the Royal British Legion about Fields of Remembrance. A complaint from a resident about noise from football training and the behaviour of coaches. A complaint from Herts History Society that they had no power or wifi connection at their last meeting. Notification from HCC of road closures in New Road, Bridge Road, Oak Road & Mardleybury Road over the next eighteen months. Notification from Castle Water of a reduction in the PC's direct debit. A proposal to install a clothes recycling bin (see item 4.8g). A letter from an individual about the planning appeal of land adjacent to 52 London Road (see item 4.7b). A letter from a resident about trees to the front of Wickfield; this has been reported to Highways. Information from CPRE on the St. Albans Local Plan. Notification from Network Rail of work to the line during week beginning 18th September. A letter from a resident about the unsatisfactory 301 bus service; The Parish Council agreed to write to Arriva - **Action Clerk.**

4.7 Planning (Cllr Dix & Horton)

a) 6/2023/1786/FULL 22A London Road, Removal of bay window feature and replacement of existing door and windows with two new doors and a window. Render to front elevation: No objection.

b) 6/2022/0787/OUTLINE Land adjacent to 52 London Road update: The site owner submitted an appeal which has since been withdrawn.

c) 6/2023/1492/HOUSE 1A New Road, Erection of a single storey side extension and timber shed in front garden: No objection.

d) 6/2022/2658/HOUSE 18a London Road appeal: Application granted on appeal.

e) 6/2023/1230/HOUSE 3 Barneswood, Digswell, Welwyn: No decision to report.

f) 6/2023/1153/HOUSE 6 Broadfield Road: Application refused.

g) 6/2023/0980/HOUSE 46 New Road: No decision to report.

f) To receive update on Local Plan Examination: The Local Plan is scheduled to be approved at the WHBC CPPP meeting on 20th September and is expected to be adopted by the end of the year.

4.8 Hall (Cllr Corke & Pinney) & Grounds: (Cllr Dix)

a) To consider quote for manifold covers: It was agreed to obtain a further quote.

b) To discuss whether RAAC could be present in the hall: The village hall is a conventional construction of brick & block with timber roof joists & board. To the best of its knowledge, the PC did not consider RAAC (reinforced autoclaved aerated concrete) was present in the building.

c) To receive a report on the weekly playground inspection: The bench in the Garden Road playground is rotten & the bark surface needs topping up. Resolved: To accept quote for new bench of £150. To purchase 20 bags of bark. **Action: Clerk.**

d) To receive update on replacing swing post in Hall playground: Awaiting response from Wickstead.

e) To consider quote for replacement edging in the tennis court: The quotes ranged from £4,400 to £7,700. The Council agree this was costly and there were other priorities at present.

f) To consider quote to repair hall gutter soffits: The inspection of the guttering has been carried out and found the gutter soffits were completely rotten which caused the gutter to drop. At the front of the hall, a bracket had been removed when the Family Centre had been built causing the gutter to fall in the wrong direction. Under delegated powers the Council agreed the remedial work should start immediately and it is now completed. The framework has been replaced with UPV, the fall of the guttering has been corrected and all has been sealed. Resolved: To accept quote for £3,950.

g) To consider clothes bank proposal: A proposal was put to the PC for a clothes bank to be situated in the hall grounds. It would be emptied weekly and the PC would receive 30p per kilo of clothes. The Council agreed to trial the proposal. **Action: Clerk.**

4.9 Finance: (Cllr Hall)

- a) To receive and approve the payments for July & August: Resolved: To approve payments for July & August.
- b) To receive and approve the accounts & bank reconciliation for July & August: Resolved: To approve the accounts & bank reconciliation for July & August.
- c) To approve conclusion of audit: Resolved: No matters were raised. It was reported that the internal auditor did not fully complete the relevant section of the AGAR. Resolved: To approve conclusion of audit.
- d) To consider internal audit arrangements for 2023/24: Resolved: To join the internal audit arrangements arranged by HAPTC. **Action: Clerk.**
- e) To consider a donation to the Royal British Legion: Resolved: To order wreath and donate £50. **Action: Clerk.**
- f) To discuss One Welwyn Hatfield Community Lottery: The Community Lottery is open to all Welwyn Hatfield residents. The PC could recruit supporters and would receive 50p per supporter each week. Publicity materials and a dedicated website page are provided by the Community Lottery. Resolved: To participate in the Welwyn Hatfield Community Lottery. **Action: Clerk.**

4.10 Environment (Cllr Dix & Horton) & **Transport:** (Cllr Gribble)

- a) To receive update on puffin crossing: Highways have reported that all agreements with the site owner are complete and the crossing should be installed as soon as possible. The matter is being dealt with by WHBC Enforcement which said it will inform the PC of progress.
- b) To discuss other highways matters: An outline application to North Herts Council for 200 dwellings in Knebworth proposes to close Swangleys Lane. The PC has responded to the application highlighting concerns that traffic will increase in New Road, Mardleybury Road and London Road.
- c) To receive update on HCC green space audit: It was proposed dead trees could be replaced and new ones planted in the village.

4.11 Community (Cllrs Corke & Pinney)

- a) To receive update on setting up a children's Warhammer Club: Working on DBS checks.
- b) To discuss request for help with the Church event: The Council has been helping with organising the church event and agreed to loan equipment. **Action: Cllrs Dix & Pinney.**
- c) To discuss feedback on New Years Eve party: No interest in holding a New Years Eve party has been received.

4.12 To approve Correct Handling of DBS Certificate Information Policy: Resolved: Policy adopted.

4.13 To approve Equality & Diversity Policy: Resolved: Policy adopted.

4.14 To receive announcements:

- a) Hertfordshire County Council and HAPTC Annual Meeting will be held on 21st September.
- b) Cllrs were asked to consider items for the 2024/25 budget.
- c) It was suggested that the hall grounds could be tidied under the Community Payback scheme.
- d) Cllr Trigg informed the PC that a new cemetery & crematorium, Oak Hill Lawn, is opening in Welwyn Hatfield.

4.15 To agree the date of the next meeting: Parish Council meeting Tuesday 10 October 2023 at 7.30pm.

JRP 13.09.23

Signed: _____
Chairman.

Date: _____