

## CROXLEY GREEN PARISH COUNCIL

MINUTES OF the 233<sup>rd</sup> MONTHLY MEETING OF THE COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON THURSDAY 28 FEBRUARY 2008 AT 8.00pm

Present: Cllr Norman in the Chair  
David Allison - Clerk  
Amanda Taft – Minute Taker

Cllrs Bains, Bennett, Birch, Brading, Brand, Dann, Hollands, C Jefford, Martin, Saxon, Seeley, Shafe and Vassiliou

Not Present: Cllr Seabourne

Voting Members 14

There was 1 member of the public present

CC498/08 Apologies for Absence

Apologies for absence were received from Cllr Wynne-Jones.

CC499/08 Declarations of Interest by Members

No declarations of interest were received. The Chairman recommended that any declarations be made throughout the meeting as necessary.

CC500/08 Representations from the Public

There were no representations from members of the public.

CC501/08 Minutes

The Clerk pointed out that CC495.3 recorded that the amended Minutes of the Planning and Development Committee held on Wednesday 16 January were adopted, but these Minutes should not have been amended as they were factually correct in recording that Cllr Seabourne was not present. As a result, the Minutes were amended to reflect this and it was proposed by Cllr Seeley and seconded by Cllr Saxon that the Minutes of the 232<sup>nd</sup> Monthly Meeting of the Council held on Thursday 31 January 2008 be accepted. The proposal was agreed and the Chairman signed the Minutes.

CC502/08 Matters Arising

It was pointed out to the Chairman by a Councillor that Standing Orders dictate that there can only be one speaker on the same subject but at the last meeting six people spoke about the basketball sessions. The Chairman said that he stood corrected if that was down to him. Another Councillor stated that that comment was petty and vindictive. The Chairman gave his thanks for the support.

Regarding CC497/08, the Clerk was asked if he could issue a copy of the letter we sent to Three Rivers District Council regarding the maintenance contract for the Green and Stones Orchard. The Clerk responded by saying that he was certain that this had already been circulated, but if it had not he would ensure it was circulated.

*[Post meeting note: a copy of this letter had previously been sent to Members; see Minute EA398/07 dated 06/11/2007, further copy enclosed for ease of reference.]*

CC503/08 Committee Reports

CC503.1/08 Environment and Amenity Committee held on Tuesday 8 January 2008

It was proposed by Cllr Seeley and seconded by Cllr Shafe that the Minutes of the Environment and Amenity Committee held on Tuesday 5 February 2008 be adopted. The proposal was agreed.

- CC503.2/08 Any matters arising  
There were no matters arising.
- CC503.3/08 Planning and Development Committee held on Wednesday 6 February and Wednesday 20 February 2008  
It was proposed by Cllr Hollands and seconded by Cllr Seeley that the Minutes of the Planning and Development Committee held on Wednesday 6 February and Wednesday 20 February 2008 be adopted. The proposal was agreed.
- CC503.4/08 Any matters arising  
The Clerk was asked whether District Councillor Steve Drury had been contacted in relation to the Puffin Crossing, Watord Road (PD757/08 and PD737/08). The Clerk said that he had not been in contact with him yet, but it was on his action list. It was asked if this letter could be sent by the first planning meeting in March, ie 5 March. The Clerk pointed out that he had spoken to Steve Wooding, who is well aware of the concerns.
- CC503.5/08 Finance and Administration Committee held on Thursday 14 February 2008  
It was proposed by Cllr Bains and seconded by Cllr Seeley that the Minutes of the Finance and Administration Committee held on Thursday 14 February 2008 be adopted. The proposal was agreed.
- CC503.6/08 Any matters arising  
It was asked what type of national emergencies were referred to under FA390/08 (Monthly Accounts), to which the Chairman responded exactly the type of event that had happened this very week, namely the earthquake. It was pointed out that the Government stipulates that minimum reserves are held by government bodies.  
An update was given on item FA393/08 (Provision of Flowers around Croxley Green), the first meeting is to be held 3 March to include the Assistant Ranger and the Keep Croxley Green Goup and the owner of D & G Nurseries, who still needs to be contacted.  
The summary of the Risk Assessment (FA387/08 External Audit Report 2006/07) was queried by a Councillor who asked for an explanation of what the figures mean in relation to their headings. The Clerk briefly explained and reminded Members that, as stated in the Minutes, the full document is available to Councillors at the Parish Council office. The Chairman said that it would be discussed at the next Finance and Administration meeting and then be referred back to Full Council. The Clerk stated that he would give a more detailed explanation.
- CC504/08 Parish Council Profile  
The Chairman introduced this item and recommended it be discussed after item CC507/08 Correspondence.
- CC505/08 Village of the Year Competition  
This item was introduced by the Chairman who informed Members that the Parish Council had received responses to the letter sent out regarding this competition and also that groups previously unknown to the Parish Council had been in contact regarding this matter. The Chairman said that he would like a small body of Councillors to keep this momentum going.
- CC506/08 Purchase of Wind Turbine  
The Chairman introduced this item and referred Members to Cllr Brand's supporting paper. It was suggested that lowcarbonbuildings.org.uk can attract funding and that rather than shelving this programme, the Parish Council should arrange to have a carbon footprint undertaken to see if there is any way of improving upon it. The Clerk pointed out that £1900 had been allocated to a B & Q wind turbine in a previous

budget, and the Chairman agreed that it needed to be decided to either keep or withdraw it. After some discussion about wind turbines, it was proposed by Cllr Brand and seconded by Cllr Vassiliou that this budget item is nullified. The proposal was agreed and the purchase of a B & Q wind turbine is therefore cancelled.

CC507/08

#### Correspondence

The Chairman introduced this item and the Clerk referred Members to the supplement of relevant correspondence and explained that this list was a summary and not necessarily inclusive. The Clerk briefly elaborated on some of the correspondence.

The letter to Hertfordshire Highways concerning chamfering on the corner of Elmcote Way was discussed and it was asked why the Parish Council is chamfering the Green. The Clerk explained that the main difficulty is the refuse and recycling vehicles.

It was asked if the letter regarding parking on pavements was specific in its description of location which the Clerk affirmed. It was informed that the area concerned, Watford Road (near to the Tanning Salon) may be covered by a Parking Review by TRDC around Croxley Green which will be happening at some point in the future.

CC504/08

#### Parish Council Profile

The Chairman introduced this item and asked the Clerk to give an explanation of the Parish Council Profile. The Clerk referred Members to the previously circulated document (appendices 1-4). He explained for the benefit of new Members that in May 2006, Councillors agreed that the Council Profile was a small or medium Parish which concurred approximately with the description of the LC2 Profile. The Clerk added that his salary is dependent upon which Profile the Parish Council is assigned. He continued that it was necessary that the Profile was reconsidered to see whether Members agreed that this needed updating to the recommended LC3 Profile.

The Clerk was asked whether the examples in bold text on each profile were part of the original documents which the Clerk confirmed they were indeed examples. He was then asked if he knew where the other Parish Councils categorised themselves, but he did not have that information available. It was considered that it was only right that Council reviews the Profile and it was pointed out that it was not specifically the Clerk's job but also the budget and the number of meetings that contributes towards the Profile. Members generally considered that the Parish Council should still be categorised as LC2 Profile as there had not been any major changes to affect this status albeit that the budget was now larger. It was agreed that the Parish Council should be working towards the LC3 Profile, and this could be achieved by doing more for the community in the future.

It was therefore proposed by Cllr Vassiliou that the Parish Council remains at the LC2 Profile and this matter is looked at again in the future. This was seconded by Cllr Shafe and the proposal was agreed.

CC508/08

#### PART 2

The Chairman asked for a Councillor to propose and another to second the proposal, in order that the meeting progress to a Part 2 session. At 9.03pm, it was proposed by Cllr Saxon and seconded by Cllr Jefford that the meeting continue into a Part 2 session, from which the member of the public was excluded. Cllr Brand gave his apologies as he had to leave the meeting at this point for personal reasons.

CC508.1/08

The Clerk referred Members to the supporting papers which had been circulated with the agenda and emphasized that the said papers were marked 'Strictly Private & Confidential'. A discussion ensued regarding revision of the pay scales, culminating in the decision to defer the item until more detail has been put forward by the Clerk.

This was proposed by Cllr Bains and seconded by Cllr Bennett and the proposal was agreed. With regard to the ex-gratia payments to the Rangers, it was proposed by Cllr Vassiliou and seconded by Cllr Hollands that no such payment is made and the proposal was agreed.

It was proposed by Cllr Bennett and seconded by Cllr Dann that the revised 2007/08 pay scale for the Clerk be implemented forthwith and backdated to 1 April 2007. The proposal was agreed. The Chairman and Vice Chairman stated that they wished to do an appraisal of the Clerk as soon as possible. It was then proposed by Cllr Dann and seconded by Cllr Saxon that the Croxley Green Parish Council Pay Scales be updated and agreed in accordance with National Joint Council recommendations. The proposal was agreed. Finally it was proposed by Cllr Saxon and seconded by Cllr Bennett that the revised 2007/08 pay scales be implemented for all Council staff (excluding the Clerk) forthwith and backdated to 1 April 2007, the Contract salary settlement date and the proposal was agreed.

CC509/08

Closure

There being no further business the Chairman closed the meeting at 9.53pm.