

CROXLEY GREEN PARISH COUNCIL

MINUTES OF the 228th MONTHLY MEETING OF THE COUNCIL
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 27 SEPTEMBER 2007

Present: Cllr Norman in the Chair David Allison - Clerk

Cllrs Bains, Bennett, Birch, Brading, Brand, Jefford, Martin, Seeley, Vassiliou and Wynne-Jones

Voting Members 11

CC437/07 Apologies for Absence

Apologies were received from Cllrs Hollands, Saxon, Seabourne and Shafe.

Not present: Cllr Dann.

There were 3 members of the public present.

CC438/07 Declarations of Interests by Members

There were none

CC439/07 Representations from the Public

No public were present

CC440/07 Minutes

It was proposed by Cllr Wynne-Jones and seconded by Cllr Seeley that the minutes of the 227th Monthly Meeting of the Council held on Thursday 26 July 2007 be accepted. The proposal was agreed and the Chairman signed the minutes.

CC441/07 Matters Arising

Under item CC431.2/07 E&A Matters Arising, it was asked whether a letter had been sent to Mr Brooker at TRDC concerning the maintenance contract for the Green. The Clerk advised that this had not been sent but would be actioned as soon as possible.

Under CC435/07 Correspondence, clarification of a letter to Hertfordshire Highways regarding Christmas Decorations was sought. The Clerk explained that Herts Highways have introduced a new procedure for authorisation installation of the Christmas decorations on street lamps. The Clerk added that the application had been submitted to Highways for the lamp posts in Watford Road and he was awaiting the consent from Highways.

Under item CC434/07 Chairman's Charities for 2007/08, it was asked whether the Chairman had decided which were to be the nominated charities from those submitted by Councillors and staff. The Chairman stated that he was disappointed with the response for charity nominations and requested that all Councillors and staff resubmit their proposals for his consideration.

CC442.1/07 Environment and Amenity Committee held on Tuesday 4 September 2007

It was proposed by Cllr Bennett and seconded by Cllr Seeley that the minutes of the Environment and Amenity Committee held on Tuesday 4 September 2007 be adopted. The proposal was agreed.

- CC442.2/07 Any matters arising.
 Under item EA378 Active Works List, it was pointed out that the Active Works List had not been circulated with the recent E&A Agenda. The Clerk apologised for this but explained that there had been insufficient time to deal with this matter given that he had been on sick leave and there were a host of issues requiring his attention upon his return to work.
 A discussion took place regarding the content of the Minutes and that they should be more comprehensive. It was noted, however, that this would be a matter for the E&A Committee to address given that the Minutes were in draft and had not been signed off by the Committee.
- CC442.3/07 Planning and Development Committee held on Wednesday 1 August, 15 August, 5 September and 19 September 2007
 It was proposed by Cllr Bains and seconded by Cllr Wynne-Jones that the minutes of the Planning and Development Committee held on Wednesday 1 August, 15 August, 5 September and 19 September 2007 be adopted. The proposal was agreed.
- CC443.4/07 Any matters arising.
 The Clerk wished to point out that there was an error in the Minutes of 19 September under Application 07/1703/FUL and 07/1706/CLPD. In the former case the Minutes show that the Parish Council's Decision was "Noted" when in fact the decision was NGFO (No Grounds For Objection). The Clerk added that he had checked the comment submitted to TRDC and the correct decision was reported, namely NGFO. In the latter case the Parish Council's Decision was "NGFO". The Clerk pointed out that this was a Certificate of Lawfulness application which the Council would usually only note rather than make any other comment upon.
- CC442.5/07 Finance and Administration Committee held on Thursday 13 September 2007
 The Chairman advised that due to the ill health of the Clerk the meeting on 13 September was cancelled as the Clerk was unable to produce the Schedule of Payments from the accounts system normally considered at the meeting. The meeting was rescheduled for the 20 September in expectation of the Clerk's return to work. However, this meeting was also cancelled as the Clerk was still indisposed.
 The Cancellations Notices were noted.
- CC443.6/07 Any matters arising.
 There were no matters arising.
- CC444/07 Parish Council Web Site
 The Chairman opened this item and referred to the paper circulated with the Agenda. The Clerk explained that it was important that the Parish Council had a web site as this was one of the most effective ways of making information available to the public particularly matters such as Agendas and Minutes of meetings. The Clerk added that he had started developing a web site in his own time at home some time ago but he had stopped further work on it. A demonstration of the work that had been undertaken was given. The Clerk also demonstrated other Parish Council websites.
 A number of matters were raised including why a web site was required at all to the potential ongoing maintenance costs once a web site was up and running. Accordingly, it was proposed by Cllr Bennett and seconded by Cllr Wynn-Jones that the project be referred to the Finance & Administration Committee for further in depth investigation and referred back to full Council at the appropriate time. The proposal was agreed.

CC444/07

Village Signs

The Chairman introduced this item and asked the Clerk to elaborate. The Clerk explained the background for the benefit of new Members and that the updated quote for production of the agreed new village sign was in excess of the funds allocated so far. The Finance & Administration Committee had received a paper on this matter and had agreed that an additional £700 be allocated from Reserves and that the matter be put to Council for ratification and virement authority.

The matter of whether the existing village sign posts could be used for the new signs was raised but following a short discussion it was considered these would be unsuitable. It was pointed out that Council were being asked to ratify the decision made from the Finance & Administration Committee and that the matter should be progressed. Accordingly, it was proposed by Cllr Bennett and seconded by Councillor Wynne-Jones that £700 be allocated from Reserves to fund the production of the new village sign. The proposal was agreed.

CC445/07

Replacement Office Fencing

The Chairman opened this item and referred to the paper circulated with the Agenda.

The Clerk briefly elaborated that recurrent damage to the wooden fence between the Community Centre and the Parish Council Offices was taking place and that for additional security reasons this and the fence on the side of the office by the allotments needed upgrading.

It was commented that further quotes should be sought but it was pointed out that the value of the works was below the limit set out in Standing Orders. However, it was proposed by Cllr Vassiliou and seconded by Cllr Brading that 2 more quotes be sought. A recorded vote was requested. Those for the proposal were Cllrs Brading, Brand, Norman and Vassiliou. Those against the proposal were Cllrs Bains, Jefford, Seeley and Wynne-Jones. Abstentions were Cllrs Bennett, Birch and Martin. As there was equality of votes for and against the proposal, in accordance with Standing Order 10(c) the Chairman made a casting vote in favour of the proposal.

CC446/07

Maintenance Contract with TRDC for The Green and Stones Orchard

The Clerk advised that due to ill health there was nothing further to report on this matter.

CC447/07

Parish Pump Distribution

The Chairman opened this item and referred to the paper circulated with the Agenda. Cllr Seeley advised that the matter had been somewhat superceded by events in that the couple who usually would distribute the Parish magazine had advised they intended to 'retire' from this activity. Cllr Seeley continued that this being the case an alternative delivery system will need to be sourced.

It was suggested that Councillors undertake the delivery in their respective Wards but this found little favour with Members. It was proposed by Cllr Bennett and seconded by Cllr Wynne-Jones that the matter be referred to the Finance & Administration Committee to progress. The proposal was agreed.

CC448/07

Garden Competition

The Chairman introduced this matter and asked Cllr Jefford to elaborate.

Cllr Jefford reported on the success of the 15th Annual Garden Competition even given the fact it was slightly late this year due to the elections. Cllr Jefford wished to thank all Councillors who helped with the judging.

The Chairman took the opportunity of thanking Cllr Jefford and Cllr Seeley for all their efforts in organising the event.

CC449/07

Craft Day

The Chairman introduced this matter and asked Cllr Martin to elaborate.

Cllr Martin advised that a very good response from potential stall holders had been received and advertising the event was progressing very well. Cllr Martin added that posters and leaflets had been circulated, an advert placed in the Watford Observer and a flyer will be distributed via the Watford Observer nearer the time.

Cllr Martin pointed out that it was intended to set up for the event on Saturday 6 October at 4.30 at Little Green School and requested willing helpers to come along and assist in doing this and to help on the day, Sunday 7 October.

It was asked whether any of the stall holders to be present would be there purely to sell goods and make money and if they were they should be charged for their stall. In reply it was pointed out that the main purpose of this event was not for crafters to sell products but to demonstrate and invite public participation in trying a craft. This being the case, some crafters may make a nominal charge that would cover the materials they supplied that were being used by the public.

The Chairman, on behalf of the Council, wished to thank Cllrs Martin and Shafe and Mr Tony Munroe for all the effort they have put in to bring this project to fruition.

CC450/07

Correspondence

The Chairman introduced this item.

The Clerk gave a verbal report and briefly went through the recent correspondence of significance. The Clerk also made available a list of emails sent and received. Members thanked the Clerk for making this list available but considered this was too much detail. It was agreed that the list would be made available to Members who requested it only.

Members noted the information – see attached.

CC451/07

Closure

There being no other business the Chairman closed the meeting at 9.39 pm.