

WOOLMER GREEN PARISH COUNCIL

Minutes of Annual Meeting held on 8 May 2007

Part I

Present: Cllr Mrs J. Watson (Acting Chair), Cllr. H. Bryant, Cllr N Collingridge, Dr A. Gribble..

In attendance: A. Edmonds (Clerk). Tenants of Red Lion Public House (part-time)

Prior to the meeting, Members signed Declarations of Acceptance of Office, Undertakings to observe the Current Code of Conduct and declarations of any changes to their Registrations of Interest.

1. **Election of Chairman:** Cllr Watson was elected to the Chair. (The election of Vice-Chairman was deferred to the next meeting.)
2. **Co-option:** The Council agreed to co-opt Dr Andrew Gribble of 1 Wolvescroft, Woolmer Green, Research Chemist at GlaxoSmithKline Research & Development Ltd., as a member of the Council. Cllr Gribble signed the Declaration of Acceptance of Office and the Undertaking to observe the Current Code of Conduct.
3. **Councillors' Areas of Responsibility:** Cllr Bryant agreed to assume responsibility for Finance and Planning, Cllr Collingridge: Environment & Transport and the Website, Cllr Watson: the Village Hall. Decisions on the other areas were deferred to the next meeting.
4. **Appointment of Councillors to outside bodies:** Deferred to the next meeting.
5. **Minutes of Council Meeting on 10 April:** The Minutes were agreed and signed as a correct record.
6. **Meetings attended by Councillors:** Cllr Collingridge gave an account of a meeting on the Knebworth Parish Plan, which he had attended.
7. **Correspondence:** The Clerk circulated copies of a letter from WHC stating that Mr Terry Osborne, Chief Partnerships and Performance Office, would like to attend the next meeting on 12 June to lead a discussion on recent achievements and future targets. This was agreed. The Clerk also circulated copies of a recent HAPTC newsletter, together with the username and password for accessing the members' pages at the HAPTC website.
8. **Planning:**
 - a) Red Lion Public House: Standing Orders were suspended while the Tenants explained a planning application, which had been submitted to WHC for a smoking area at the front of the building. The Council deferred a decision on this matter to the next meeting. Cllr Collingridge suggested that the front aspect of the building could be improved by the addition of some greenery to the frontage. The broken pavement outside the public house was discussed and it was agreed to invite a representative from Highways to a discussion on this matter. **Action: Clerk**
 - b) Monread Lodge: No progress to report.
 - c) Decisions: No decisions had been received.
 - d) Application 2007/567 – Construction of a conservatory in the rear garden of 11 Haywains. The Clerk was asked to inform WHC Planning Dept. that, since the full extent of the garden was not shown on the plans, the Council could not review what effect the proposal would have on the property and on its neighbours.
 - e) 11 London Road : Cllr Bryant said that he would prepare his letter before the next meeting. **Action: Cllr Bryant**
 - f) Petit Forestier site, London Road: No progress to report.
9. **Hall: (Cllr. Watson)**
 - a) District Councillors' Surgeries: Cllr Watson said it had now been agreed for these to be held at the Hall from September onwards. A small nominal charge would be made.
 - b) Hall Hiring Rates: The new rates were circulated and agreed.
 - c) New Year's Eve 2008/9: Cllr Watson advised that an organisation from outside the village had asked about booking the Hall for New Year's Eve 2008/9. It was generally agreed that, on such a key date, preference should be given to village people. It was agreed that, with effect from 2008, bookings would only be opened for New Year's on 1st February. Bookings received by the date of next Parish Council Meeting would then be discussed at that meeting and an outcome decided. The charge for New Year's Eve would be increased and priority would be given to events run by Woolmer Green residents.
10. **Finance:**
 - a) Payments and Accounts for March – These had been circulated and were agreed.
 - b) Payments and Accounts for April – These had been circulated and were agreed.
11. **Environment & Transport: (Cllr. Collingridge)**
 - a) Mardleybury Road Speed Limit – Cllr Collingridge reported on recent discussions on this subject and mentioned the bad surface, which had developed on this road. It was agreed to include this matter at the proposed meeting with Highways – see Min. 8a) above. **Action: Clerk**
 - b) Mardleybury Road Gas Mains - The Clerk circulated copies of a reply received from National Grid, but, since this did not adequately answer the Council's original question, he was asked .to request further information. **Action: Clerk**

c) Footpath Map, Board & Leaflets - Cllr Collingridge advised that he had obtained a quotes of £500 for designing the maps and £863 for printing 3,000 copies, i.e. 45 pence each. It was agreed that the maps should be priced at £2 each, but one copy given free to each household. He also presented figures showing the total cost of designing, printing and display boards amounting to £2,463, which would be more than covered by Grants of £3,000 to Datchworth and Woolmer Green from PPP. It was agreed that costs should be shared equally by Datchworth and Woolmer Green.

12. **Publicity:** Website – It was agreed that Cllr Collingridge would investigate, via HAPTC, the setting up of a “gov.uk” website.
13. **Computer:** Cllr. Collingridge reported that the new computer was now operational.
14. **Village Day:** Cllr Watson circulated copies of a poster prepared by the Woolmer Green Sports & Social Club outlining the events proposed for Village Day on 2 June.
15. **Replacement of Caretaker:** Cllr Watson reported that Mr W Giddens had advised her that he wished to retire as the PM Caretaker of the Hall, but would continue to perform the job until a replacement was found. Cllr Watson would advertise the vacancy in the next issue of the Parish Newsletter.
16. **Next Meeting:** Tuesday, 12 June, 2007.

AAE 14.05.07