



LONDON COLNEY PARISH COUNCIL

To: All Councillors

27th November 2024

You are hereby summoned to attend an Parish Council Meeting of **LONDON COLNEY PARISH COUNCIL** to be held on **TUESDAY 3rd DECEMBER 2024** at **7.00PM** at **CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY AL2 1PU** for the purposes of transacting the following business:



Jane Johnstone
CEO/RFO

AGENDA

	Page No
PART 1	
2. APOLOGIES To receive and accept apologies for absence.	1
3. DECLARATIONS OF INTEREST Members are reminded of their obligations to declare interests in accordance with the Code of Conduct 2022. The Clerk will report any dispensation requests received. Where a matter arises at a meeting which relates to a councillor's interest, the councillor has the responsibility of declaring that interest in accordance with the adopted code of conduct. a) To receive member's declarations of interest in items on the agenda. b) To consider any requests for dispensations	1
4. QUESTION TIME Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting. Any issues raised during the public session should relate to the remit of the meeting. No resolution for action can be taken unless already identified on the agenda. A record of public participation shall not be included in the Minutes. The public question time shall not exceed 15 minutes unless by resolution to suspend standing orders or at the discretion of the Chairman. If a member of public wishes to share a document with council, these documents must be submitted to ceo@londoncolney-pc.gov.uk by noon on the day of the meeting.	1
5. COUNCILLORS ON OTHER AUTHORITIES To receive a written or verbal report from Councillors on other authorities	
6. COMMUNITY SAFETY REPORT To receive a report on community safety.	
7. MINUTES OF LAST MEETING To approve the minutes of the meeting held on 15 th OCTOBER 2024	3-5
8. CHAIRMAN'S REPORT	

9. COMMITTEE MEETINGS

To receive the minutes of the following committee meetings and to ratify any recommendations:

9.1 Events & Community Committee – 26th September 2024

6-7

- Since the last Events & Community Committee there are many of LCPC events on schedule to happen, Halloween Party, Fireworks, Remembrance Parade, Swing to King, Christmas Lights Switch on
 - Continue to work towards Village Day 2025 and LCPC's first Pride Event 2025
- It was **RESOLVED** to consider opening Welcome Spaces in LCCC

9.2 Environment & Neighbourhood Committee – 14th November 2024

8-10

Grounds and Maintenance

- Allotments are now priority
- There has been an official complaint re the Village Sign being missing from the village Green. The team are working on having this fixed by Christmas
- Planning to get 3 quotes to paint the LCCC

Environment and Neighbourhood

- A pond mould has been purchased for Walsingham Way
- Wild seeds have been sown in Lowbell Lakes
- The fly tipping camera has been purchased from SADC from Project Oculus but need to chase SADC as the camera is still not fitted.
- The next issue of the LCP News will have an article re dog fouling.
- The blister pack recycling is about to become nationwide.
- SEGRO are planning to come to LCCC on weekend of 18th and 19th January for the local residents with an exhibition of what the Rail Freight will look like.
- The LCPC defibrillator map needs to be updated and possible funding for a 24 hour defib in the LCCC or on the High Street.

9.3 Finance & General Purposes Committee – 26th November 2024 – *Minutes to be drafted*

- Doodlebugs grant application referred to next Finance Meeting in January 2025
- Draft Budget 2025/26 with a maximum deficit of £15,950 depending on the tax base
- Q2 accounts on target
- Mid-year audit raised issues already aware of, customer debtors, financial regulations, standing orders and risk register to be updated in the following 6 months.

9.4 Planning Committee – 31st October and 27th November 2024

11-12

31st October 2024 – It was **RESOLVED** to **OBJECT** to planning application *Proposed Rail Freight Public Open Space and Community Forest North Orbital Road Chiswell Green St Albans Hertfordshire. Discharge of Conditions 2, 3, 4 & 10 of planning permission 5/2017/1995 dated 15/05/2018* due to the removal of 6 trees.
27th November 2024 - *Minutes to be drafted*

10. ANY OTHER BUSINESS

11. DATE OF NEXT MEETING

Tuesday 3rd December 2024

PART 2

12. **CONFIDENTIAL ITEMS** - To resolve to exclude the Press and public from the following items in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

13. HR Committee – 13th November 2024

1-2



LONDON COLNEY PARISH COUNCIL

MINUTES OF ANNUAL COUNCIL MEETING HELD ON TUESDAY 15 OCTOBER 2024, 7PM CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY AL2 1PU

PRESENT: Cllrs T Lillico (Chairman), R Prowse (Vice Chairman), V Hopcroft, K Mugele, L Needham, P Thoree, K Loud, D Winstone and L Winstone

IN ATTENDANCE: J Johnstone (CEO/RFO), Cllr N Webb (SADC), Cllr T Smith (SADC), Cllr M Hobday (SADC), PCSO D Daniels

42/24. APOLOGIES
No Apologise

43/24. DECLARATIONS OF INTEREST
There were no declarations of interest declared on items on this agenda.

44/24. QUESTION TIME
There were no questions raised.

45/24. COUNCILLORS ON OTHER AUTHORITIES

45/24.1 Cllr M Hobday –

- o Reminded the parish council of **Project Oculus** set up by SADC.
- o Spoke about the **parking** in LCPC including Hazeldine Road. SADC currently are not looking at charging in LCPC, but this may change in the future.

45/24.2 Cllr T Smith –

- o For information –appeal against the Rail Freight has been denied and it is the end of the legal fight. However, Cllrs N Webb and T Smith are creating a group of experts to monitor the SEGRO works in respect of the environment and traffic etc. The traffic is currently being monitored in Park Street for volume, noise and road appropriate vehicles. Images, registration numbers, dates and times are important.

45/24.3 Cllr N Webb –

- o There is a new food bank in Park Street, starting on Wednesday 6th November. Perhaps LCPC can advertise to residents.
- o Responsibility for the 338 bus between Colney Fields and Radlett via Harperbury is being transferred to HCC. There is an opportunity to look at the timings to help school timed service users have a better service.

46/24. COMMUNITY SAFETY REPORT
PCSO D Daniels –

- o There have been reports of anti-social behaviour in Sainsbury's car park. The police are working with Sainsbury's store managers and staff to be proactive where they can.
- o The police are going out and about in LCPC to find unsecure cars and vans in the area to encourage vehicle owners to secure their vehicles.
- o There have been reports from LCPC re anti-social behaviour in the village. There is some CCTV footage that will be gone through on Monday so the PCSO's can do some further patrols and offer advice.

- In November, the PCSOs visit schools and set up mini crime scenes for the children to investigate.
- HGV traffic volumes in Smug Oak Lane in St. Stephens Parish due to SRFI is being investigated.
- Cllr R Prowse - Police presence would help re parking in LCPC

47/24. MINUTES

18th JUNE 2024 – Last Full Council Meeting - approved
 26th JUNE 2024 – Extra Ordinary Meeting - approved
 29th JULY 2024 - Extra Ordinary Meeting - approved

48/24. NOTICE OF CONCLUSION OF AUDIT YEAR END MARCH 2024 (information only)

For review only, to be passed to Finance and General Purposes Committee on 26th November 2024

49/24. CHAIR'S REPORT AND URGENT ITEMS

- The Village Club Planning was submitted in 2022 and LCPC invested time and money to fight this application. SADC Cllr T Lillico was the only objection to this application at District level. There were some section 106 funding arrangements outstanding and they have now been resolved and the application has now been signed off.
- There are a number of events coming up in the village:
 - Public Meeting on Sunday 20th October
 - Halloween Party on Sunday 27th October
 - Old People Day on Monday 28th October
 - Fireworks on Sunday 3rd November
 - Remembrance Sunday on Sunday 10th November
 - Swing to King on Friday 29th November
 - Christmas Lights Switch On, on Sunday 1st December

50/24. COMMITTEE MEETINGS

50/24.1 Environment & Neighbourhood Committee – 12th September 2024

All resolutions agreed

50/24.2 Finance and General Purposes Committee – 17th September 2024

All resolutions agreed
 A budget subcommittee starts next week

50/24.3 Events and Community committee – 26th September 2024

All resolutions agreed
 Cllr V Hopcroft would like to thank the LCPC staff team for the great work they do
 Cllr R Prowse would like to thank the staff for the website and Facebook being updated with events
 Village day 2025 is confirmed for 9th August

50/24.4 Planning Committees – 14th August and 4th September 2024

All resolutions agreed
 Cllr T Lillico confirmed planning application 5/2024/1292 a single story dwelling adjacent to 34 to 51 Hardwick Place has been rejected.

51/24 WORKING PARTIES

51/24.1 Building and Premises Working Party – 5th September 2024

Cllr R Prowse – We are waiting for Conamar (project contractors of the Medical Centre) to come back to us regarding what can be done in the Caledon Community Centre. There is section 106 funding for the CCC but that is for improvements not maintenance. We are looking at different ways to get grants and funds to repair the buildings.

We are also looking at the possibility of air sourced heating and changing the toilet/shower layout to facility ladies' showers in Morris Way Pavilion.

52/24. ANY OTHER BUSINESS

Cllr T Lillico – The Cllr strategy document is at its first draft. It will be discussed informally after the Events Committee meeting next Thursday.

53/24. DATE OF NEXT MEETING

3rd December 2024

The meeting closed at 19.39.

Signed

Date



LONDON COLNEY PARISH COUNCIL

MINUTES OF THE EVENTS AND COMMUNITY COMMITTEE

THURSDAY 24th OCTOBER 2024, 7.00PM

CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY, HERTS,
AL2 1PU

PRESENT: Cllrs Hopcroft (Chairman), Mugele, L Needham, D Winstone and L Winstone

Cllr Lillico (ex officio)

IN ATTENDANCE: S Penny, Events & Community Administrator and J Johnstone, CEO/RFO

1. APOLOGIES

No Apologies were received.

2. NOTIFICATIONS OF SUBSTITUTES

None.

3. DECLARATION INTEREST

There were no declarations on any item on the agenda.

4. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on Thursday 26th September were received as a true record of the meeting.

5. Working Sub-committees

5.1 Village Day 2025

- The first Village Day sub-committee was on 22nd October
- This side of Christmas the officers are putting the idea out to London Colney based businesses and community organisations.
- Looking to add a footer on officer emails.
- In the new year, we shall push out to businesses and organisations based in London Colney.
- At the Budget Sub-committee £5,500 was identified as being underspent from 2024/25 budget for summer event and picnic in the park that never happened. Possibly looking for a budget of £10,000
- **ACTION** to do the next sub-committee on Tuesday 14th January 2025 at 7pm

5.2 London Colney Pride 2025

- Cllr has not been able to speak to Clive Duffy, but she is looking for other representatives
- It was **RESOLVED** the sub-committee would consist of Cllrs L Winstone, V Hopcroft, and L Needham and S Penny.
- **ACTION** to do the first sub-committee on Monday 18th November 202 at 4pm

6. EVENTS UPDATE 2024

Events and Community Officer verbal report with event updates since last meeting

Halloween Party

- 51 out of the 60 tickets sold to date
- There is an art display from Little Nightingales

Fireworks

- 1200 out of 4200 tickets sold to date
- The Guides from London Colney and Colney Heath are volunteering
- With Guides, staff, councilors and security there will be enough people to run the event.

Remembrance Parade

- The order of service is ready to be printed
- Poppies and wreaths are being delivered tomorrow

Swing to King

- 31 out of 100 tickets sold, £8.50
- Ticket sales should get better closer to the time

Christmas Lights Switch On

- We are still looking for a band to cover the Christmas lights switch on.

Christmas Biscuits

- The biscuits are being delivered at the end of November.
- Biscuits will be ready for collection on Monday 2nd December.

Magazine

- The last edition this year is due on 1st December

Welcome Spaces

- It is being considered to open the community center on a Monday over the winter period for people to come into the community center for some tea, biscuits and a warm space.
- This is welcomed by Communities 1st as they have some funding available for refreshments and advisers that can visit to offer help and advice to the service users.
- It was **RESOLVED** that we should try this for London Colney
- It was **RESOLVED** that we should offer some soup and bread as well as over lunchtime and we are able to get funding for refreshments.
- LCPC will need to purchase some Food Hygiene training for staff to be able to offer soup to the community.

7. ANY OTHER BUSINESS

7.1 Lunch Club – The numbers of residents attending were mentioned. It was also considered to look at how the culture of the lunch club could change to invite new members of the community in.

8. DATE OF NEXT MEETING

The next Events and Community meeting will take place on Thursday 16th January 2025

The meeting closed at 19.28.

Signed

Date



LONDON COLNEY PARISH COUNCIL

MINUTES OF THE ENVIRONMENT & NEIGHBOURHOOD COMMITTEE HELD THURSDAY 14 NOVEMBER 2024, AT 7.00PM, CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY AL2 1PU

PRESENT: Cllrs L Winstone (Chairman), K Loud, K Mugele and L Needham
Cllrs T Lillico and R Prowse (ex-officio)

ATTENDANCE: Matt Fisher (Environment & Neighbourhood Officer)
Jane Johnstone (CEO)

1. APOLOGIES

Apologies received from Leigh Casling (Grounds and Maintenance Manager)

2. NOTIFICATION OF SUBSTITUTIONS

J Johnstone update on Grounds Maintenance Report in L Caslings absence.

3. DECLARATION OF INTERESTS

There were no declarations of interest.

4. MINUTES

The minutes of the meeting held on 12th September were approved as a true record of the meeting.

5. REPORT TO COMMITTEE – Grounds Maintenance

Members received the Grounds Maintenance Report.

5.1.1 Allotments

The allotments are the grounds staff priority. As there is a lot of work to be caught up on. A digger is due to go into the site to help clear the big problem areas.

5.1.2 Village Sign

There has been an official complaint that the village sign is still not up on the Green by the Telford Bridge. It has been taken down for a long period of time due to it becoming unsafe because of the wooden post rotting. There has now been an official complaint, and the team are working to have the sign fully fixed and restored to its place by Christmas 2024.

5.1.3 Caledon Community Centre

L Casling is planning to get 3 quotes for painting the internal of the Caledon Community Centre. We have the paint and J Johnstone is going to check the maintenance budget to see if some of the decorating can be afforded out of this year's budget. As we are aiming to increase letting prices of Caledon Community Centre hire, the internal can do with some refreshing.

Conamar still have not returned with a document on how the Caledon Community Centre can be modernised. This was promised months ago, they have been chased multiple times with no joy.

- 5.1.4 **Grounds and Maintenance Team's priorities**
- Tidy up the allotments before the annual allotment meeting
 - Look at the village sign so it can be reinstated on Telford Bridge
- 5.2 **REPORT TO COMMITTEE – Environment and Neighbourhood Officer**
Matt ran through his report.
- 5.2.1 **Walsingham Way**
At the last meeting we agreed the concept of a small pond in Walsingham Way. A hole was dug to see if water naturally filled the hole. It drained so there will need to be a pond liner installed. M Fisher has purchased a pond mould for £35 for Walsingham Way.
ACTION that M Fisher would send the risk assessment and method statement for Walsingham Way Pond to Cllrs on the environment committee.
- 5.2.2 **Lowbell Lake Projects**
Seeds have been sewn down by the Green Dragon and Telford Bridge. There is still a £25k grant ringfenced from Tarmac. This should start moving along in January. There are plans to purchase a detailed water testing kit.
- 5.2.2 **Fly Tipping - Project Oculus**
LCPC has paid for one in White Horse Lane, but it has not yet been fitted.
ACTION that Cllr Tony Lillico will chase SADC why this camera has not yet been installed.
There is an issue of fly tipping in Five Akers garages.
There was a discussion around the need for a second camera, but a location could not be decided on.
- 5.2.3 **Dog Fouling**
There will be an article in the next issue of the magazine. Somerfield Health Centre do not want to commit to putting their name to the article. It is ok to mention Joli the vets, they are also donating poo bag holders to readers.
- 5.2.4 **Recycling Initiatives**
Blister Packs – M Fisher is working with a company in Hull to make this recycling project run nationwide.
- 5.2.5 **Lowbell Lake Nature Reserve – Phase 2**
Funding for replanting trees
- 5.2.6 **SEGRO**
A few Cllr T Lillico, Cllr K Loud, J Johnstone and M Fisher have today attended a meeting a SEGRO. They are planning an exhibition on the weekend of 18th and 19th January to be in the CCC to show the local community the plans in detail and be available to answer any questions.
- 5.2.7 **Defibrillator**
There was a discussion about the location of the current defibrillator. The funding application was specific to Shenley Lane Playing Fields, so that is where it shall go.

ACTION to have an updated map of defibrillators in the village and what hours they are in operational.

ACTION to look at funding for another defibrillator if needed centrally in the village.

6. ANY OTHER BUSINESS

The buildings sub-committee to report back into the Environment and Neighbourhood Committee as the buildings discussed are spoken about in this committee.

As part of the building sub-committee M Fisher is looking into a heat pump for Morris Way Pavilion to be paid for by section 106 funding that is being held by SADC.

9. DATE OF NEXT MEETING – 8th APRIL 2024 – 7pm MORRIS WAY

Meeting ended 20:30

Signed: Date:

LONDON COLNEY PARISH COUNCIL

MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON THURSDAY 31 OCTOBER 2024, 7.00PM CALEDON COMMUNITY CENTRE, CALEDON ROAD, LONDON COLNEY AL2 1PU

PRESENT: Cllrs L Needham (Chairman), D Winstone, K Loud, P Thoree, R Prowse and L Winstone

IN ATTENDANCE: Jane Johnstone (CEO)
1 member of the public
Cllr N Webb

1. APOLOGIES

Cllrs T Lillico, K Mugele and V Hopcroft sent apologise.

2. NOTIFICATION OF SUBSTITUTES

Cllr R Prowse stood in for Cllr K Mugele.

3. DECLARATION OF INTEREST

Cllr P Thoree declared an interest as the planning applicant for item 6.3, planning application 5/2024/1743.

4. MINUTES OF PREVIOUS MEETING

Minutes for 4th September 2024 where approved and signed.

5. PUBLIC PARTICIPATION

Cllr P Thoree asked to speak about agenda item 6.3. Cllr Needham allowed Cllr P Thoree 5 minutes to talk regarding his application.

6. PLANING APPLICATIONS

- 6.1** *5/2024/1273 - Proposed Rail Freight Public Open Space and Community Forest Sites North Orbital Road Chiswell Green St Albans Hertfordshire. Discharge of Conditions 4 (landscape hard works) 9 (leisure and recreation method statement) and 10 (details of hard surfacing materials) of planning permission 5/2017/1995 dated 15/05/2018 for Approval of Reserved Matters (landscaping) of outline planning application.*

It was **RESOLVED** this planning application has no significant relevance to London Colney.

- 6.2** *5/2024/1576 - Proposed Rail Freight Public Open Space and Community Forest North Orbital Road Chiswell Green St Albans Hertfordshire. Discharge of Conditions 2 (planting & landscaping), 3 (planting & landscaping), 4 (planting & landscaping) & 10 (grassland) of planning permission 5/2017/1995 dated 15/05/2018 for Approval of Reserved Matters (landscaping) of outline planning permission 5/2009/0708, allowed at appeal dated 14/07/2014, for the development of Strategic Rail Freight Interchange comprising intermodal area, distribution buildings (Class B8 use) and other related floorspace (Class B1/B2 use) up to 331,665 sqm with a maximum height of 20 metres together with associated road, rail and other infrastructure works including parking for up to 1602 cars and 617 lorries with earth mounding, tree planting and a new Park Street/Frogmore relief road. Includes additional landscape and other works on further sites to provide public access to open land and community forest.*

Object –Concerns are raised re the removal of 6 trees on the Rail Freight site. Trees are a good noise barrier for Napsbury and London Colney. If the trees are removed the noise from the trains will reverberate back towards Napsbury and London Colney.

It was **RESOLVED** to OBJECT to this application involving the removal of trees. London Colney Parish Council is to object via a comment on the planning application portal.

6.3 *5/2024/1743 - 53 Alexander Road London Colney Hertfordshire AL2 1HS. Change of use from single occupation to multiple occupation.*

Cllr P Thoree declared his interest as the property owner. He also spoke about this property – Between 2017 and 2024 the property was used for a large refugee family. SADC financially assisted towards the internal modifications to produce an HMO for adults with learning difficulties. There is no external remodelling of the house. The internal remodelling involves reducing some of the ground floor living space to create a bedroom with en suit shower room, 3 of the 4 first floor bedrooms to have en suit shower rooms installed and 1 of the 4 bedrooms to have a shower room allocated to it, and the loft room to have an en suit shower room installed. This will create a 6-bedroom HMO for adults with learning difficulties. There has been sufficient parking created at the front, side and back of the house. This is a retrospective planning application as the HMO licence is already in place with SADC.

It was **RESOLVED** to SUPPORT this application. It was noted that Cllr P Thoree had nothing to do with the decision making of this planning application.

7. DATE OF NEXT MEETING

To be arranged when needed

Signed

Date