

# St Michael Parish Council

## Minutes of the **Meeting of St Michael Parish Council**

held on Tuesday 12<sup>th</sup> September 2023

at the School Room, rear of St Mary's Church, Childwick Green, St Albans

Present: Councillor D Meachin, Chairman  
Councillor E Rolfe, Vice Chairman  
Councillors S Slaughter and R Woodward  
J Reading, Parish Clerk  
Two visitors representing the Appspound Lane open storage facility

### **66/2023 APOLOGIES FOR ABSENCE AND CHAIR FOR THIS MEETING**

Councillor Meachin had been unavoidably delayed but joined the Meeting from item Minute 72. The Clerk confirmed that the Meeting was quorate with three Members present (later four).

In the Chairman's absence, Vice Chairman Councillor Rolfe presided at this meeting.

Councillor Rose had asked for her apologies for absence to be given, and her reason was considered and unanimously approved.

### **67/2023 DECLARATION OF MEMBERS' INTERESTS**

None.

### **68/2023 MINUTES OF THE MEETING HELD ON 16 MAY 2023**

The Minutes of the Meeting of the Parish Council held on Tuesday 16 May 2023 were unanimously AGREED as a true record and were signed by the Vice Chairman. Proposed Cllr Woodward and seconded by Cllr Slaughter.

### **69/2023 MINUTES OF THE ANNUAL PARISH MEETING HELD ON 16 MAY 2023**

The Minutes of the Annual Parish Meeting held on 16th May 2023 were reviewed and were considered to be a true record. These Minutes will be presented for formal approval at the next Annual Parish Meeting in May 2024.

### **70/2023 CASUAL VACANCIES FOR MEMBERS OF THE PARISH COUNCIL**

It was noted that no candidates had come forward since the parish council election in May had created two vacancies at St Michael.

The website continued to post a notice, and advertisements were displayed in various locations. It was agreed to contact the new priest at St Michael with St Mary churches, as well as to conduct a leaflet drop to targeted households in the parish area. Members would also continue to explore personal contacts. Any candidates resulting from these efforts would be invited to apply at the January 2024 Meeting.

### **71/2023 PUBLIC FORUM**

Representing the Appspound Lane open storage site, the applicant and a colleague wished to address the Meeting about planning application [5/2022/1847](#), submitted July 2022. (*Change of use of land to Class B8 (open storage) to create 9 open storage compounds, retention of access control cabin, construction of toilet block, installation of fencing and gates, vehicle parking, refuse storage and associated work*) They had noted the Parish Council's broad support of the application, ref. Minute September 2022, and hoped that Members would add further weight by writing to the District Council (SADC) again. SADC had yet to make a decision, although the applicant had reason to believe it would be a refusal,

principally on the grounds of detracting from the openness of the Green Belt.

After an informative discussion during which some of the Parish Council's earlier concerns were aired, it was agreed that the matter should be discussed later in the Meeting when the Chairman was present. The Clerk would inform the visitors of the outcome after the Meeting. See also Minute 77 below.

### **72/2023 POLICY DOCUMENTS REVIEW**

Equal Opportunities; Equality and Diversity  
Expenses; General data privacy and privacy notice  
Standing Orders

Some minor amendments had been suggested to the above policies, as set out in the appendix to these Minutes, mainly to improve clarity. It was proposed by Cllr Rolfe, seconded by Cllr Slaughter and unanimously AGREED that the changes be incorporated. The revised versions would be available from the website in due course.

### **73/2023 MEMBERS' ALLOWANCE SCHEME**

After discussion it was AGREED that St Michael Parish Council would not apply in the foreseeable future to the SADC Parish Remuneration Panel for a members' allowance.

*Clerk's note: A statement that the Parish Council does not operate an allowance scheme will be added to the Expenses policy document referred to in Minute 72 above.*

### **74/2023 AMENDMENT TO THE CLERK'S TERMS OF EMPLOYMENT**

The amendment, containing clarification of the reference to the national pay scale, hours of work and holiday pay, had been deferred from the previous Meeting but was now APPROVED after proposal from Cllr Rolfe, seconded by Cllr Meachin.

### **75/2023 FINANCES & CHEQUE PAYMENTS**

A bank reconciliation signed by the Clerk was circulated. With few transactions so far this year, a budget comparison would be deferred until 31 December.

The following schedule of payments was RECEIVED and APPROVED, following proposal by Cllr Meachin seconded by Cllr Woodward:

Date	Cheque	£	Payee	Covering
12-Sep-23	000593	10.00	SADALC	Subscription 2023/4
12-Sep-23	000594	56.00	SADC	Election expenses recharged
12-Sep-23	000595	240.00	Mark Carter	Bus shelter maintenance
12-Sep-23	000596	95.33	J Reading	Q2 expenses
12-Sep-23	000597	547.65	J Reading	Q2 salary

### **76/2023 SADC DRAFT LOCAL PLAN**

Members had been referred to the SADC web page containing the relevant documentation for the Draft Local Plan, and would be making personal responses to the consultation.

A Parish Council submission was considered. This focussed on the Parish Council's view that inadequate provision for infrastructure had been incorporated in the draft local plan; also that underlying data, such as current road and junction capacities, on which projections had been predicated, appeared to the Parish Council to be flawed. Explanation would also be sought of why, for example, cycle and pedestrian paths in the District have been identified as already contributing towards SADC's aim of reducing motor traffic, yet were poorly resourced and in a hazardous condition, with no apparent allocation of funding for improvements.

It was AGREED (proposed by Cllr Rolfe and seconded by Cllr Slaughter) that while Members' views would be welcomed during the drafting process, the Chairman and the Clerk would create and send a response without requiring further approval.

## **77/2023 PLANNING APPLICATIONS**

Details of the following planning applications and decisions were RECEIVED and NOTED without comment unless otherwise stated:

### **i. List of older planning applications undecided by SADC (at 12<sup>th</sup> September 2023)**

5/2022/1517 Valid From 16/06/2022 NB, no longer in St Michael Parish

Land Between 84-108 Ragged Hall Lane Chiswell Green St Albans

Construction of 7 detached dwellings with new access, boundary treatments and associated works Appeal lodged.

5/2022/2077 Valid From 15/08/2022 Land Adj 1 Pimlico Bedmond Road Pimlico Hemel

Consultation only – Outline application: Construction of 1 detached two-storey, three-bedroom dwelling including formation of new access to Bedmond Road (appearance, landscaping and scale as reserved matters)

5/2022/2209 Valid From 10/10/2022 Land Adj 1 Pimlico Bedmond Road Pimlico Hemel

Outline application (access and layout sought) – Construction of detached two storey, three bedroom dwelling including new access to Bedmond Road

5/2022/2479 Valid From 09/11/2022

Shafford Fields Redbourn Road St Albans

Installation of six time-restricted manege lights (retrospective)

5/2022/1847 Valid From 22/07/2022 Land At Appspond Lane St Albans

Change of use of land to Class B8 (open storage) to create 9 open storage compounds, retention of access control cabin, construction of toilet block, installation of fencing and gates, vehicle parking, refuse storage and associated works

The request, put earlier in the Meeting by the applicant and a colleague, was considered. Cllr Meachin proposed, seconded by Cllr Rolfe, that while a decision by SADC on this application was long overdue, there was currently no basis on which to make further comment. Dependent upon the ultimate decision by SADC, the Parish Council may later give consideration to lodging further remarks. AGREED unanimously.

### **ii. New – from 16 May 2023**

5/2023/1505 – Valid from 14/07/2023 - Childwickbury Manor Childwickbury AL3 6JX

Certificate of Lawfulness (proposed) – The careful dismantling of the wall and salvaging of bricks to the offending corner only. Casting of a new structurally appropriate foundation. Re-building of the wall using the same lime mortar (following analysis)

5/2023/1387 – Valid From 10/07/2023 - Shafford Barn Redbourn Road AL3 6LB

Single storey rear extension

5/2023/1094 – Valid From 30/05/2023 - 1- 2 Beesonend Cottages Beesonend Lane AL5 2AA

Part two storey part single storey rear and side extensions, demolition of existing garage and conversion of existing outbuilding into habitable room (resubmission following refusal of 5/2022/2464)

5/2023/1300 - Valid From 03/07/2023 - 52 And Land Rear Of 28-74 Ragged Hall Lane. Outline application (access sought only) - Construction of up to 53 dwellings with associated green infrastructure, drainage, all ancillary works and new junction off Ragged Hall Lane following demolition of number 52 RHL. *NB, for general interest; not within St Michael boundary.*

**iii. Decisions from 16 May 2023**

5/2023/0677 - Valid From 29/03/2023 - Hawkswick House Harpenden Road AL3 6JG  
03/08/2023 DC3 Conditional Permission

First floor rear extension and single storey glazed side and rear extensions. Conversion of existing garage to ancillary accommodation to include new openings and rooflights to inner slopes. Alterations and extension to existing single storey glazed link.

5/2022/2947 - Valid From 15/12/2022 - Ladygrove Childwickbury AL3 6JY  
26/07/2023 DC4 Refusal

Construction of summer house and grounds equipment store following demolition of existing stables.

**78/2023 MEMBERS' DISCUSSION TIME**

**i. Matters arising from previous minutes:**

**Re 54/2023 Civility & Respect Pledge** The Clerk reported that she had postponed action to sign up to the pledge, pending discussion at the forthcoming meeting of SADALC.

**Re 57/2023 Littering** It was proposed by Cllr Maechin, seconded by Cllr Woodward and unanimously AGREED that the Clerk would purchase 10 pick-sticks and some refuse sacks, for the Parish Council to donate locally. The Chairman had some contacts in mind. *Not implemented, see also Minutes January 2024.*

**Re: 58/2023 Bus Shelters Report** Due to other commitments, the contractor who had supplied the previous report had not yet been able to make return visits to the three shelters, but should be able to do this job before the January Meeting.

ii. **Toulmin Drive sports field** The Chairman reported that the ~~small brick hut~~ William Bird Pavilion on the field had been cordoned off. *Clerk's note, after the Meeting it was discovered the construction material was Reinforced Autoclaved Aerated Concrete (RAAC), which would require demolition).* The adjacent car parking facilities were noted to be inadequate at weekends, which led to roadside parking and congestion, to the presumed inconvenience of local residents. More information on this location would be obtained after the meeting, with a view to the Parish Council suggesting an expanded off-road car park to incorporate the footprint of the condemned ~~hut~~ pavilion.

iii. **SADALC** The next meeting is at Wheathampstead on 2<sup>nd</sup> October. Details to follow

**79/2023 ANY OTHER BUSINESS**

None.

**80/2023 DATES OF NEXT MEETINGS**

Subject to room booking confirmation:

Tuesday 16<sup>th</sup> January 2024, at 6.30 p.m., at St Mary's Schoolroom, Childwick Green

Tuesday 19<sup>th</sup> March 2024, same time and venue

**81/2023 CLOSURE**

The Chairman and Vice Chairman thanked all for attending. The Meeting closed at 8.50 p.m.

Chairman ..... Date .....