

St Michael Parish Council

To: All Members of the Council

Notice is hereby given that a Meeting of St Michael Parish Council will be held at 6.30 p.m. on Tuesday 19th March 2024 for the purpose of transacting the business set out in the Agenda below and Members are hereby summoned to attend.

Venue: The School Room, rear of St Mary's Church, Childwick Green, St Albans, AL3 6JJ

Press and public are welcome to attend this meeting, along with Councillors invited from the District and County Council

Julia Reading – Parish Clerk

07 March 2024

Email parish.clerk@stmichaelpc.org.uk

AGENDA

1. Welcome, and introduction of guests.
2. To receive and consider for approval any apologies for absence.
3. To receive any declarations of Members' interests.
4. To note the resignation on 26th February of Vice Chairman Cllr Elizabeth Rolfe, and the publication of the consequent statutory notice of the casual vacancy. See also item 15 below.
5. To appoint a Vice Chairman for the remainder of the annual term to May 2024.
6. To approve and sign the Minutes of the Meeting of the Parish Council held on 16th January 2024.
Unless specifically tabled elsewhere in this Agenda, any matters arising to be discussed at item 15.

Note: for the next two items, the Chairman may bring forward discussion of any later agenda item considered relevant.

7. The Chairman will invite short presentations from:
 - i. The Hertfordshire County Councillor for Harpenden Rural, Dr Allison Wren, the Verulam Ward District Councillor Mr Edgar Hill and any other external Councillors present;
 - ii. (To be confirmed) A representative of CLASH, the community action group Campaign by Locals Against Sewell Housing / Save North St Albans Green Belt.
8. The Chairman will invite questions from members of the public:
At St Michael we set aside this specific time to discuss matters raised by members of the public, who have a role, in law, as observers to, but not as participants at, the Meeting. Guests may speak at the Chairman's invitation and discretion.
9. In the rolling schedule of review, to amend or re-approve Parish Council policies. Updated data, and minor amendments for clarity, recommended for both of:
 - i. Risk Assessment and Business Continuity Summary;
 - ii. Financial Reserves.
10. To consider any grant applications received up to 12th March 2024.
11. Parish Council finances:
 - i. To review expenditure for year ending 31 March 2024;
 - ii. To approve a schedule of cheque payments;
 - iii. To approve the addition of Cllrs Hawking and Peet to the bank mandate and to have past signatories removed.

12. To consider future strategies for community engagement
13. To consider planning applications; new cases and decisions by SADC.
14. Clerk's pay and contract of employment:
 - i. To approve an uplift in annual leave allowance from 1 April for attainment of 5 years' service;
 - ii. To consider the introduction of an Outer London Fringe Allowance from 1 April.
15. Councillors' discussion time:
 - To consider a retirement gift/tribute for former Councillor Elizabeth Rolfe;
 - Report from any attendees at the Parish Conference held at Redbourn on Monday 11th March 2024;
 - Planning enforcement policy at SADC.
 - Recruitment and retention of Parish Councillors:
 - Review of training on this topic recently attended by Clerk;
 - Review of recent training provided through HAPTC for new Councillors;
 - Ideas for co-option to the current casual vacancy, if not required to be filled by an election. *NB, we will not know until expiry of notice period on 21 March.*
 - Matters arising from previous meeting(s), if not already covered:
 - Centurion Club planning application 5/2023/2112;
 - Archiving documents donated by previous Chairman's family;
 - Litter picking;
 - William Bird Pavilion at Toulmin Drive playing fields;
 - Bus shelters – maintenance schedule re-commencing March 2024;
 - A1081 cycle path and A5183 traffic safety concerns.
 - Any reports from Members, written or verbal;
 - A report from the Clerk if needed to cover any other news (verbal).
16. To note that the next meetings of St Albans Association of Local Councils (SADALC) will be held on 8th April 2024 (Redbourn Parish Council) and 1st July 2024 (St Stephen Parish Council, commencing 7.30 pm. Representatives/attendees invited.
17. Any other business, at the discretion of the Chairman.
18. To note the date of the May Meeting, which will be the Annual Parish Council Meeting incorporating the Annual Parish Meeting:

Tuesday 14th May 2024, 6.30 p.m. – at St Mary's School Room.

New planning applications made to SADC since 16 January 2024

None to 7th March 2024

Older applications made to SADC still outstanding (noted at previous meeting(s))

<u>5/2024/0018</u> Valid From 08/01/2024	Childwickbury Manor Childwickbury AL3 6JX Certificate of Lawfulness (proposed) works to a Listed Building – The NW corner of the Grade II listed walled garden has been cracking and moving for many years and was fitted with a timber prop some 20 years ago due to safety concerns.	Awaited
<u>5/2023/1505</u> Valid from 14/07/2023	Childwickbury Manor Childwickbury St Albans 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	Awaited
<u>5/2023/2112</u> Valid From 17/11/2023	Centurion Club Hemel Hempstead Road Hemel Hempstead HP3 8LA Provision of 10 additional holes to the existing 18-hole golf course	Awaited <i>StMPC comments have been submitted to SADC</i>
<u>5/2023/2373</u> Valid from 07/12/2023	1-4 Childwick Green Childwickbury St Albans AL3 6JJ. Replacement windows	Awaited

SADC Planning decisions since 16 January 2024

SADC Reference	Application	Decision & date
<u>5/2023/1928</u> Valid From 10/10/2023	The Walled Garden Gorhambury St Albans Listed Building consent – Repair and stabilization works including re-pointing, replacement of defective brickwork, replacement of concrete copings and finials, removal of iron fixings and re-building of buttress piers	Listed Building Refusal 13 Feb 24
<u>5/2023/2604-</u> Valid From 27/12/2023	Shafford Fields Redbourn Road St Albans Hertfordshire AL3 6LB Discharge of Condition 4 (landscape plan) of planning permission 5/2022/2479 dated 01/12/2023 for Installation of six time-restricted manege lights	Discharge of Condition - Approved 06 Feb 24
<u>TP/2023/0660</u> Valid From 13/12/2023	11 Shafford Cottages Redbourn Road AL3 6LB Rear garden trees T1 – Silver Birch – Remove to ground level as the tree is dead/ dying. T2 – Oak – Reduce by 33% to maintain its health, stop it growing too large for its environment and to allow more light to enter the garden and house.	Tree Works in Cons.Area - Deemed Consent 8 Feb 24
<u>TP/2023/0663</u> Valid From 08/12/2023	9 Childwick Green Childwickbury AL3 6JJ Grid ref: TL14308 10889 Grid ref : TL143108 See plan Oak 921-Reduce crown by a maximum of 4m. Oak 922-Fell Dead tree exempt Oak 923-Monolith at 6m leaving lower growth Ash A-Fell See covering letter	Tree Works in Cons.Area - Deemed Consent 19 Jan 24
<u>5/2023/1094</u> = Valid From 30/05/2023	1- 2 Beesonend Cottages Beesonend Lane Harpenden 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)	DC3 Conditional Permission 01 Feb 24