

Abbots Langley Parish Council

Minutes of the Annual Parish Council Meeting held at 7.30 p.m. on Monday 11th May 2009 in the Council Offices, Langley Road, Abbots Langley.

Those Present:

Chairman	Councillor D J Major
Vice Chairman	Councillor L G Lay
Councillors	Councillor Mrs D J Lay Councillor Mrs S Bedford Councillor C R Daily Councillor G W Emery Councillor M T Morton Councillor Ms B Phipps Councillor O W Roe Councillor D White Councillor K D Williams Councillor J Wyatt Councillor Miss I V Young

Officers: Mr T Perkins - Clerk to the Council

Also present: County Councillor Paul Goggins

The meeting opened at 7:35pm

1. Election of Chairman

It was proposed by Councillor Miss Young, seconded by Councillor Emery and **RESOLVED** that Councillor Major be elected Chairman for the year 2009/2010.

2. Declaration of Acceptance of Office

The declaration of acceptance of Office as Chairman was signed by Councillor Major and witnessed by the Proper Officer of the Council.

Councillor Major welcomed everyone present to the first meeting of the Council for the year and thanked Councillor Miss Young for all her hard work during the past year, this was supported by all members.

3. Apologies for Absence

Apologies were received, recorded and accepted from Councillor Giles-Medhurst.

Councillor Mrs Bedford asked that members think of Councillor Mrs Bartrick who resigned from the Parish Council in May due to ill health.

This was supported by Councillor Major and all other members present.

4. Herts Police

The police were not present. The Clerk advised that the incidents of vandalism had been reported and that Sgt Canning had visited the office to discuss actions being taken. There had been no further reports of vandalism over the past few weeks.

5. Declarations of Interest

None.

6. Election of Vice Chairman

It was proposed by Councillor Morton, seconded by Councillor White and **RESOLVED** that Councillor Lay be elected Vice-Chairman for the year 2009/2010.

Councillor Lay thanked members for the nomination and offered full support to Councillor Major during his year in office.

It was noted that Councillor Williams had stood down as Political Leader of the Council and that Councillor Mrs Bedford had taken on this role.

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7. Past Chairman's Report

Councillor Miss Young thanked members for their support during her year of office and also wanted her best wishes to Councillor Mrs Bartrick recorded.

The Chairman attended.

- 18th April Lions Club of Watford Dinner/Dance.
- 19th April Parmiters School Choir at St. Lawrence Church.
- 20th April Launch of the Adult Gym at the Leavesden Country Park.
- 30th April Accepted an invitation to Parmiters School Summer Concert, as Chairman of the Parish Council.

8. Appointment to Other Bodies

Community Centre Management Committee	Councillors Williams and Councillor Wyatt (both as Trustees)
Joint Committee of Parish Councils	Councillor Mrs Bedford and Councillor Major, the Clerk.
Citizens Advice Bureau	Councillor Roe
Abbots Langley History Society	Councillor Lay or Councillor Mrs Lay
Three Rivers DC Environmental Forum (3)	Councillor Ms Phipps and/or Councillor Mrs Lay, Councillor Roe
Parmiters School	Councillor Roe
YMCA Woodlands	Councillor Miss Young and Councillor Lay
Abbots Langley Carnival Committee	Councillor Miss Young
Nash Mills Village Hall	Councillor Morton
Hertfordshire Police Authority	Councillor Roe
HAPTC	Councillor Williams

It was proposed by Councillor Mrs Lay, seconded by Councillor Emery and **RESOLVED** that the appointments to outside bodies as detailed above be made for the council year 2009/2010.

The Clerk was asked to advise organisations where the Council representative has changed.

The Clerk advised that Zurich our insurers would not cover any members potential liability as trustees, when they were serving on outside bodies. Councillor Ms Phipps was aware of an insurance provider that did offer such cover and she will advise Councillors Williams and Wyatt accordingly. The Clerk understands that Charity Commission approval is required before a charity expends funds on trustee liability cover.

9. Election of Committees

Planning & Highways Committee	Councillor Morton Councillor Lay Councillor Emery Councillor Major Councillor Roe Councillor White Councillor Miss Young
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Leisure Committee	Councillor Mrs Bedford Councillor Mrs Lay Councillor Daily Councillor Giles-Medhurst Councillor Lay Councillor White Councillor Williams Councillor Wyatt Councillor Miss Young
Finance Committee	Councillor Williams Councillor Mrs Bedford Councillor Emery Councillor Mrs Lay Councillor Morton Councillor Ms Phipps Councillor Roe Councillor Miss Young
Staffing Committee	Councillor Ms Phipps Councillor Daily Councillor Major Councillor Lay Councillor Roe Councillor Miss Young
Review Panel	Councillor Roe Councillor Mrs Bedford Councillor Major Councillor White Councillor Wyatt Councillor Miss Young

It was proposed by Councillor Lay, seconded by Councillor Emery and **RESOLVED** that Councillor Morton be appointed Chairman of the Planning and Highways Committee.

It was proposed by Councillor Miss Young, seconded by Councillor White and **RESOLVED** that Councillor Mrs Lay be appointed Chairman of Leisure Committee.

It was proposed by Councillor Mrs Bedford, seconded by Councillor Emery and **RESOLVED** that Councillor Williams be appointed Chairman of the Finance and Administration Committee.

It was proposed by Councillor Mrs Lay, seconded by Councillor Williams and **RESOLVED** that Councillor Ms Phipps be appointed Chairman of the Staffing Committee.

It was proposed by Councillor Major, seconded by Councillor Miss Young and **RESOLVED** that Councillor Roe be appointed Chairman of the Review Panel.

Nomination of committee Vice-Chairman will take place at the next relevant committee meeting.

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10. Deeds in the custody of the Council and its Solicitors

Members noted the schedules as submitted and thanked the Clerk and Mrs Morton for the hard work that had gone in to improving document management and presentation of the information.

11. Subscriptions and Corporate Memberships

Members noted the schedules as submitted and confirmed that they wanted the individual subscriptions to the NALC LCR magazine renewed at £12/pa/member. The Clerk advised that with the Finance Officer they would be looking at alternative finance packages, as the maintenance costs for Sage were getting excessive.

12. Minutes of the Meeting

It was proposed by Councillor Miss Young, seconded by Councillor Mrs Bedford and **RESOLVED** that the minutes of the meeting held on 6th April 2009, copies of which had been sent to all Members of the Parish Council prior to the meeting, be taken as read and were signed by the Chairman as a correct record.

13. Minutes for Adoption

The following committee minutes were adopted, passed to the committees for resolution and approved for publication on the Parish Council's website.

Planning & Highways Committee 8th & 22nd April 2009

Leisure Committee 15th April 2009

Finance & Administration Committee 20th April 2009

The Clerk was asked to amend minute 592 (P&H 22nd April) to read "There were no..." and minute 576 (F&A 20th April) to delete Councillor Daily's apologies, which were received after the meeting.

14. Annual Parish Meeting

The minutes were noted. Councillor Roe passed some typographical corrections to the Clerk.

15. Matters referred from Committees

- a. Members noted the Budget Preparation Schedule for 2009/2010.
- b. Members noted the requirement to approve the Annual Return by 30th June 2009. The Clerk was asked to call a Parish Council meeting on 29th or 30th June for this purpose. The Clerk was asked to give consideration to the scheduling of meetings in June and July 2010, to allow for the approval of the Annual Return and also to incorporate three Parish Council meetings between the beginning of June and the end of July.
- c. Members asked the Clerk to arrange members training on The Power of Wellbeing, at 7:00pm on a Thursday in September or October.
The Clerk advised that Parish and Town Councils would be opening their training to members that had missed the session at their "home" Council, he was aware that Hatfield TC had arranged training in September and would advise dates when they were available.
- d. It was proposed by Councillor Mrs Lay, seconded by Councillor Miss Young and **RESOLVED** that the Clerk and Finance Officer be added to the Parish Council's Bank Mandate as authorised cheque signatories, for the purpose of allowing them access to internet banking. This approval does not grant cheque signing or payment authorisation to either officers, beyond those already in place for the BACS payment of salaries.

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16. Clerk's Report

Members noted the update on Council office staffing and thanked the staff for their flexibility and cooperation during this difficult time.

In reviewing Standing Orders the Clerk was asked to redraft the section on Ex-officio membership of committees and review the appointment of Chairman of committees at the Annual Council Meeting.

17. Diary Date

The Clerk was asked to reschedule the annual match with Abbots Langley Bowls Club from 1st June as members would be involved with election activities.

18. Correspondence

Members noted the correspondence from Herts Highways and the two branches of the Women's Institute.

19. Monthly Statement of Accounts

It was proposed by Councillor Lay and seconded by Councillor Miss Young and **RESOLVED** that the Statement of Accounts for April as notified to the Council be approved.

20. Part II Business

It was proposed by Councillor Mrs Lay and seconded by Councillor Mrs Bedford and **RESOLVED**, that as the following items dealt with the early stages of a dispute, that the council may be entering into and the proposals and counter-proposals in contracts that the Parish Council may be entering into, the press and public be excluded from the discussion, under the Public Bodies (Admission to Meetings) Act 1960.

21. Hillside Hall

Members noted the update in the Clerk's report and the content of the follow up email received from the Parish Council's solicitor prior to the meeting. Members were disappointed with the lack of progress that was outside the control of the Clerk and the solicitors.

The Clerk advised that he was progressing matters and would update members when further information was available. It may need an additional Parish Council meeting to approve the final terms of the lease.

The meeting closed at 8.35pm.

Signed: _____

Dated: _____