

Abbots Langley Parish Council

Minutes of the Annual Parish Council Meeting held on Monday 18th May 2015 at 7.30 pm in the Council Offices, Langley Road, Abbots Langley.

Those Present:

Chairman:	Councillors Stephen Giles-Medhurst
Councillors:	Councillor Sara Bedford Councillor Liz Burns Councillor Lyn Ferguson Councillor Alex Michaels Councillor Owen Roe Councillor Hitesh Tailor Councillor Alison Ward
Past Chairman	Mrs Jane Lay (part of meeting)
Officers:	Tim Perkins - Clerk to the Council Janet Pearce - Planning and Meetings Officer Gail Kiely - Finance Officer

The meeting opened at 7:30 pm.

Opening Past Chairman's Comments

The outgoing Chairman, Mrs Jane Lay, thanked all members of the Council for their support and also the Clerk and all other staff for their hard work. New members were welcomed.

1. Election of Chairman

It was proposed by Councillor Sara Bedford, seconded by Councillor Owen Roe and **RESOLVED** that Councillor Stephen Giles-Medhurst be elected Chairman for the municipal year 2015-2016.

No other nominations were forthcoming. All members present were in agreement.

Mrs Jane Lay presented Councillor Stephen Giles-Medhurst with the Chairman's Chain of Office.

2. Declaration of Acceptance of Office by the Chairman

The Declaration of Acceptance of Office as Chairman was read and signed by Councillor Stephen Giles-Medhurst and countersigned by the Clerk as the Proper Officer of the Council.

The Chairman thanked members for their support and the past Chairman for all her hard work.

The Clerk reported that all members present had signed their Declarations of Acceptance of Office and these had been countersigned by the Clerk as the Proper Officer of the Council.

Councillors Martin Brooks and Leslie Proctor's declarations were still outstanding and will have to be signed before they can take part in any council meetings.

3. Apologies for absence

Apologies were received, accepted and recorded from Councillor Martin Brooks (family commitment).

4. Public Participation

No members of the public had expressed an interest in addressing the Parish Council.

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5. Hertfordshire Police

Not present.

6. Declarations of Interest

None.

7. Past Chairman's Report

The Chairman proposed a motion to vary the order of business under Standing Order 14a, to consider this item earlier in the meeting to allow the past Chairman to depart for another commitment.

All members were in agreement. (Previously agenda item 22.)

The past Chairman attended the following events.

17th March	100th Anniversary of the Post Officer Rifles leaving Abbots Langley for France in 1915, St Lawrence Church
21st March	Jigfest, Abbots Langley Community Centre
26th March	Pampered Chef run by Demand, Manor House
19th April	French Market, Manor Lodge car park
23rd April	Abbots Langley Youth Project AGM, Abbots Langley Community Centre
25th April	Showcase, St Lawrence's churchyard
25th April	Herbal Bed, St Lawrence's churchyard
29th April	Parmiter's School Summer Concert
15th May	1st Abbots Langley 3rd North Watford Scout Group AGM, Scout HQ Langley Road
16th May	Hillside Residents Association Fun Day (in aid of the defibrillator project), School Mead
16th May	Three Rivers District Council Civic Reception, All Saints Church Hall, Croxley Green

8. Parish Council Elections - Postponed Poll

As the Parish Council election in Abbots Langley & Bedmond ward had been cancelled, due to the death of a validly nominated candidate, the election for that ward has been postponed to 24th June 2015.

As that election will return a further five members of the Parish Council, the Chairman proposed to defer a number of the following items of business and rearrange the calendar of meetings, so that members elected on the 24th June would be available for the appointments made and the decisions taken.

The Chairman proposed that under Standing Order 50 which permits the suspension of Standing Orders, Standing Order 10, Order of Business - Annual Parish Council, be suspended.

Standing order 16q, permits this motion to be moved without notice.

All members present were in agreement.

9. Election of Vice Chairman

Deferred until the Parish Council meeting on 29th June 2015.

10. Appointments to Other Bodies

Deferred until the Parish Council meeting on 29th June 2015.

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11. Election of Committees

It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor Lyn Ferguson and **RESOLVED** that the members detailed below be assigned to the Planning & Highways Committee and that the membership of this committee will be further reviewed at the Parish Council meeting on 29th June 2015.

Councillor Sara Bedford
Councillor Liz Burns
Councillor Alex Michaels
Councillor Owen Roe

All members present were in agreement.

The election of other committees was deferred until the Parish Council meeting on 29th June 2015.

12. Election of Committee Chairman

It was proposed by Councillor Owen Roe, seconded by Councillor Alex Michaels and **RESOLVED** that Councillor Sara Bedford be appointed Chairman of the Planning & Highways Committee for meetings up to 29th June 2015.

The election of other committee Chairman was deferred until the Parish Council meeting on 29th June 2015.

13. Subscriptions and Corporate Memberships

Members noted the above report.

14. Direct Debits

It was proposed by Councillor Sara Bedford, seconded by Councillor Owen Roe and **RESOLVED** that payment by variable direct debits and BACS was approved for the following.

Direct Debits

Affinity Water
All Star (Vehicle fuel cards)
British Gas
BT
Cardsave (Chip & PIN card payment terminals)
Carlsberg
Dayla (Drinks supplier)
Information Commissioner (Data Protection registration)
E.ON
Scottish Power
Southern Communications
Southern Electric
Virgin Media (Office Broadband)

BACS

Staff salaries
HCC Pension Contributions
HM Revenue & Customs (Income Tax, Employer and Staff NI contributions)

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- 15. List of Deeds and Property Records in the Custody of the Council & its Solicitors**
Members noted the above.
The Clerk advised members that considerable credit was due to Janet Pearce, Planning and Meeting Officer who over the past years had organised the Parish Council's extensive property records and registered the freehold titles.
All of the Parish Council's freehold estate is registered with the Land Registry and leaseholds will be registered as time permits.
Members were asked to contact Janet Pearce if they had any questions on the property holdings of the Parish Council.
- 16. General Power of Competence**
It was proposed by Councillor Sara Bedford, seconded by Councillor Liz Burns and **RESOLVED** that as the Parish Council meets the eligibility criteria detailed below as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and it is now entitled to use the above power.
a. A two thirds electoral mandate.
b. A qualified Clerk (CiLCA plus an assessment pass in Sec. 7, General Power of Competence, CiLCA 2012).
- 17. To confirm the Minutes of the Parish Council Meeting Held on**
It was proposed by Councillor Sara Bedford, seconded by Councillor Owen Roe and **RESOLVED** that the minutes of the meeting held on 9th March 2015, 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.
- 18. Minutes for adoption**
The following committee minutes were adopted, approved for publication on the Council's website and passed to the committees for resolution.
Planning & Highways Committee - 18th March, 8th & 29th April 2015.
Leisure Committee - 22nd April 2015.
Finance & Administration Committee - 27th April 2015.
- 19. Annual Parish Meeting 2014-2015**
Members noted the draft minutes of the above, held on 5th March 2015, a copy of which will be posted on the Parish Council's website, pending approval at the next Annual Parish Meeting.
- 20. Annual Statement of Accounts 2014-2015**
It was proposed by Councillor Owen Roe, seconded by Councillor Sara Bedford and **RESOLVED** that the Annual Statement of Accounts for 2014-2015 be approved.
Members noted the two amendments to the figures circulated for the meeting, which had been approved by the Internal Auditor.
P2 of 6, column 31st March 2015, line 3. £254,222 amended to £254,092. Same column line 6. £341,531 amended to £341,661.
- 21. Annual Governance Statement 2014-2015**
It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor Sara Bedford and **RESOLVED** that the Annual Governance Statement for 2014-2015 be approved.
- 22. Bank Mandate - Cheque Signatories**
a. It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor Sara Bedford and **RESOLVED** that Councillor Liz Burns be added to the Parish Council's bank mandate as an authorised signatory.
It was proposed by Councillor Sara Bedford, seconded by Councillor Lyn Ferguson and **RESOLVED** that Councillor Stephen Giles-Medhurst be added to the Parish Council's bank mandate as an authorised signatory.

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- b. It was proposed by Councillor Liz Burns, seconded by Councillor Alison Ward and **RESOLVED** that the Clerk and Finance Officer, who are authorised cheque signatories, are permitted to sign cheques on an emergency basis until further cheque signatories are approved on the bank mandate.

23. Neighbourhood Plan

Deferred until the Parish Council meeting on 29th June 2015.

24. District and County Council Member's Reports

County Councillor Sara Bedford

Thirty seven children in the division have not been allocated a preferred school place. Places allocated have created a number of practical and travel problems for parents and children. This is expected to be a problem for future years and is considered to be a result of insufficient school places being available rather than a short term increase in demand due to a birth rate "blip".

Considerable amount of road re-surfacing work, held over from last year's county works programme has been carried out in the division.

County Councillor Stephen Giles-Medhurst

Hertfordshire County Council are expected to approve a reduction in bus subsidies of £1.475m. This will affect services after 19:30 on weekdays and all services on Sunday, apart from those to hospitals, which will not be subsidised beyond 19:30. This is expected to impact on 765,000 passenger journeys a year.

Three Rivers District Council is close to taking action against Bellway Homes who should have completed the play area at the junction of South Way and Langley Lane when 50% of the properties on the new development were occupied. 80% are now occupied. Bellway have to make a formal response to a notice served by Three Rivers District Council by 25th May 2015.

25. Clerk's Report

Members noted:

- Office Copies
- Diary dates
- Absence from Office

26. Monthly Statement of Accounts

It was proposed by Councillor Sara Bedford and seconded by Councillor Stephen Giles-Medhurst and **RESOLVED** that the Statement of Accounts for March & April 2015 as notified to the Council be approved and published on the Parish Council's website.

27. Revised Calendar of Meetings

The Chairman proposed a motion to vary the order of business under Standing Order 14a, to consider this item on the grounds of urgency.

All members were in agreement.

The following revised meetings calendar was agreed, to the end of August 2015.

Parish Council - 29th June 2015.

Planning & Highways Committee - 20th May, 10th June, 1st July, 22nd July, 12th August.

Leisure Committee - 15th July 2015.

Finance & Administration Committee - 27th July 2015

All other meetings are cancelled.

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Committees may decide, based on the business that needs to be transacted, that additional meetings are required.

The Clerk will issue revised meeting calendars as soon as possible after this meeting.

The meeting closed at 8.16 pm.

Signed: _____

Dated: _____