

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

5th July 2016.

To Members of the Parish Council

The next meeting of the Parish Council will be held at the above address on Monday 11th July 2016 at 7:30 pm when your presence is summoned for the purpose of transacting the business outlined below.

The press and public are welcome to attend the meeting.

Tim Perkins
Clerk to the Council

AGENDA

1. **Apologies for Absence**
To receive and accept apologies for absence.
2. **Declarations of Interest**
To receive declarations of interest in items on the agenda.
3. **Public Participation**
To note if any members of the public have requested to speak at this meeting, in accordance with the Parish Council's Public Speaking Arrangements.
4. **Hertfordshire Police**
To receive a report from the Police (if present).
5. **To confirm the Minutes of the Meeting held on**
16th May and 15th June 2016.
6. **Minutes for adoption**
To adopt the following minutes and approve publication on the Parish Council's website.
 - Planning & Highways Committee - 18th May, 8th & 29th June 2016
 - Staffing Committee - 8th June 2016
 - Leisure Committee - 22nd June 2016
7. **Matters Referred from Committees**
Finance & Administration Committee (min. 428 04/2016)
To update Financial Regulations as recommended by above committee. (See min. 428 attached as an appendix hereto.)
8. **Evergreen Football Club**
To appoint a member to serve on the Management Committee of the above. (Refer 15th June 2016 PC min. 62i.)
9. **Long Service Awards**
To consider the Clerk's report. (See Clerk's report item 1.)
10. **Langleybury War Memorial**
To consider the consultation report from Historic England on listing the above as part of their First World War commemoration project. (See Clerk's report item 2 and Historic England report.)

Abbots Langley Parish Council

11. Neighbourhood Plan Steering Group

To note the report from the Chairman of the above. (enclosed)

12. District and County Council Member's Reports

To consider any reports submitted by members of the above authorities.

13. Chairman's Report

To consider the Chairman's report.

14. Clerk's Report

To consider items on the Clerk's report not covered elsewhere on the agenda.

15. Monthly Statement of Accounts

To consider the monthly statement of accounts for May & June 2016 and approve their publication on the Parish Council website.

z:\alpc meetings 2016-2017\parish council\alpc-pc-agenda-2016-07.docx

Appendix 1

Finance & Administration Committee - April 2016

428. Update to Financial Regulations

It was proposed by Councillor Lyn Ferguson, seconded by Councillor Jane Lay and **RESOLVED** committee that the following update to Financial Regulations will be referred to the Parish Council for approval.

Current 11k.

The European Union Procurement Directive shall apply and the terms of the Public Contracts Regulations 2006 and the Utilities Contracts Regulations 2006 including thresholds shall be followed.

Proposed 11k

The council will conform to the requirements of the Public Contracts Regulations 2015/12 and utilise the Contract Finder website for any contracts over the value of £25,000.

The requirements for public works contracts in excess of £4,104,394 or public service or supply contracts of over £164,176 are noted and will be addressed in the event of such contracts being considered. (Financial limits correct as at January 2016, Public Contracts Directive 2014/24/EU).

Abbots Langley Parish Council

Clerk's Report - July 2016

1. Long Service Awards

The Staffing Committee agreed to put in place a Long Service Award scheme, with effect from 1st April 2016. The scheme is the same as that in place at Watford BC and Three Rivers DC. The following staff qualify.

20 years	Tina Rouse
10 years	David Abbott
	Mark Ellis
	Chris Shotton
	Alan Goldsmith

The award is a certificate and a voucher (so non-taxable), that is redeemable at most High Street stores and also extensively online. £100 voucher for 10 years' service and £200 for 20 years.

Sue Hanley would also qualify when the scheme was introduced and it would seem churlish not to make an award to her, although she TUPE'd out of the Parish Council's employment on 1st May 2016. Bill Kitt has over ten years' service but this is broken by a short period between when he retired and subsequently returned to work.

Given the initial number of awards to be made members may like to consider a small lunchtime celebration for staff and members with the Chairman presenting the awards.

2. Langleybury War Memorial

The report from Historic England is self-explanatory. I have spoken to the Conservation Officer at Three Rivers and also to colleague Clerk's. The advice received has been that if the memorial was listed it places no further obligations on the Parish Council beyond those it already has as both freeholder and Sole Trustee of the War Memorial charity.

3. Grants

A financial grant of £4,000 has been awarded to Bedmond Sports & Social Club to assist in the cost of repairing the roof of the pavilion. The club has also applied to Three Rivers District Council for a grant of £19,000.

£1,000 has also been awarded to the club from the County Councillor's Locality Budget.

A small grant of £200 has been awarded to the Abbots Langley Carers Network to support, meeting and outside event costs. The treasurer wrote to thank the Parish Council for the grant.

4. Parish Council Offices

Officers were asked to review insulation levels in the roof void above the offices. Contractors will require access to this area during the office refurbishment to run power and data cables. The contractor will be asked to quote for laying 270mm foil backed insulation once the cabling works are completed.

The refurbishment works on the Parish Council office are scheduled to take place in August. The contractor is due to confirm the exact dates based on the availability of skilled trades. The disruption is expected to be significant. The chambers will be used as a makeshift office and meetings will have to be relocated to probably the Manor House.

5. Office Copies

Copies of the following are available in the office for member's reference.

The Hospice of St. Francis Newsletter - Summer 2016

HCC Public Health eNews - May & June 2016

HCC Year of Volunteering Newsletter - June 2016

Abbots Langley Parish Council
Clerk's Report - July 2016

6. Diary Dates

Fireworks - 4th November (Fri).

Christmas Lights and Carols - 1st December (Thu).

7. Absence from Office

21st July - ToiL.

11th - 12th August (tbc).

Tim Perkins
Clerk to the Council
5th July 2016

z:\alpc meetings 2016-2017\clerks report\pc\alpc-clerks-report-pc-2016-07.docx