

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

3rd January 2017.

To Members of the Parish Council

The next meeting of the Parish Council will be held at the above address on Monday 9th January 2017 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**
14th November 2016.
6. **Minutes for adoption**
To adopt the following minutes and approve publication on the Parish Council's website.
 - Planning & Highways Committee - 23rd November, 7th and 21st December 2016.
 - Finance & Administration Committee - 28th November and 19th December 2016.
 - Leisure Committee - 30th November 2016.
7. **Fees & Charges 2017-2018**
To approve the Halls, Open Spaces and Sports Facilities charges as proposed by the Leisure Committee (min. 265). (enclosed)
8. **Budget & Precept 2017-2018**
 - a. To approve the budget for the financial year 2017-2018.
 - b. To set the precept for 2017-2018.Both of the above as proposed by the Finance & Administration Committee (min. 290). (Clerk's report item 1 and budget book v6 enclosed)
9. **Annual Report 2016-2017**
To approve the Annual Report and grant delegated authority to the Clerk to make any minor corrections and updates as required. (to follow)

Abbots Langley Parish Council

10. Henderson Hall - Managing Trustees Grant Application

To consider the above. (Grant application enclosed, further supporting papers are available to review.)

11. Procedure for the Co-Option of a Member of the Parish Council

To agree the above by resolution, granting delegated authority to the Clerk to make any minor updates as required and for the procedure to be used for any future co-option of members. (Draft procedure enclosed)

12. Neighbourhood Plan Steering Group Report

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

13. District and County Council Member's Reports

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

14. Chairman's Report

To consider the Chairman's report.

15. Clerk's Report

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

16. Monthly Statement of Accounts

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

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Abbots Langley Parish Council
Clerk's Report - January 2017

1. Budget 2017-2018

No significant changes since the F&A meeting on 19th December.

Estimated year end 31st March 2017 hall and bar income updated to draft end December data.

Revised employee pension contribution for next three years, which is reduced by 1%, has been built into the salary model which reflects through to the budget.

2. Charity Commission

All registered charities have to submit a return to the Charity Commission by 31st December each year.

In the past I have completed the return for the Henderson Hall charity. The return includes the annual accounts, auditors report and an report from the trustees. For the year ending 31st March 2016 this responsibility has been handed over to the Managing Trustees. I understand the treasurer submitted the return prior to the deadline.

I still have to submit a nil return for the dormant War Memorial charity (Langleybury). That was submitted in December and receipt acknowledged.

3. College Road Neighbourhood Watch

Gloria Stuart stood down as Area Co-Ordinator of the above, effective end December 2016. Steve Parker will be covering the role pending a permanent replacement being appointed in March.

I have written to Gloria on behalf of the Parish Council to thank her for all her hard work over many years. Gloria was complimentary about the support the Neighbourhood Watch has received from the Parish Council and staff.

4. Small Grants

A small grant of £250 has been awarded to the RBL/Abbots Legionnaires to support the cost of the Armed Forces Lunch which is held in the summer.

5. Office Copies

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

HCC Public Health eNews - December 2016

Fields in Trust Impact Report - 2015 ^[1]

6. Diary Dates

16th January - Internal Audit (All day)

Tim Perkins

Clerk to the Council
3rd January 2017

^[1] Yes 2015, but maybe of interest to Leisure Committee members.