

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

5th July 2017.

To Members of the Parish Council

The next meeting of the Parish Council will be held at the above address on Monday 10th July 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 15th May & 21st June 2107.**
 6. **Minutes for adoption**
To adopt the following minutes and approve publication on the Parish Council's website.
 - Planning & Highways Committee - 17th May, 7th & 28th June 2017.
 - Staffing Committee - 7th June 2017.
 - Leisure Committee - 21st June 2017.
- Agenda items 7 and 8 were deferred from the Annual Parish Council (15th May 2017)*
7. **Subscriptions and Corporate Memberships**
To consider the enclosed report.
 8. **Review Panel**
To nominate the Chairman and Vice Chairman of the above committee. (Clerk's report item 1.)
 9. **Committee Membership**
To note that Councillor Alex Michaels has stood down from the Staffing Committee and to consider if any other members are to serve on the committee.
 10. **Three Rivers District Council - Lease of Jacketts Field Allotments**
To note the report from the Clerk. (Clerk's report item 2.)

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11. External Audit 2016-2017 & Revised Arrangements for 2017-2018

To note the report from the Clerk. (Clerk's report item 3.)

12. Hertfordshire Police & Crime Commissioner

To consider and comment on the proposals for closer working between the Hertfordshire Fire and Rescue and Police Services. (Clerk's email of 28th June 2017 and P&CC's Open Letter refers. Both enclosed)

13. Neighbourhood Plan Steering Group Report

To note the report from the Chairman of the above. (Report to follow.)

14. District and County Council Member's Reports

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

15. Chairman's Report

To consider the Chairman's report.

16. Clerk's Report

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

17. Monthly Statement of Accounts

To consider the monthly statement of accounts for May & June 2017 and approve their publication on the Parish Council website.

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Abbots Langley Parish Council

Clerk's Report - July 2017

1. Review Panel

Although Standing orders do not require this, a reminder to members that the Chairman of this committee is usually nominated from members who do not serve as the Chairman or Vice Chairman on any other committees.

We have not in the past nominated a committee Vice-Chairman, but that may be worth considering in case of the committee Chairman being unavailable or otherwise disqualified from hearing a complaint. It would be the role of the Chairman or Vice-Chairman to select members to serve on a Review Panel who have not been previously involved in any aspect of a complaint being heard.

2. Three Rivers District Council - Lease to Jacketts Field Allotments

The lease to the above expired on 21st May 2017, it had only been granted for ten years, which seems strange for an allotment site.

I have written to Legal Services at Three Rivers asking for an extension to the lease and for a considerably longer period than ten years.

Receipt of my letter has been acknowledged by Legal Services. Due to a retirement the matter has been handed over to a member of the property team to respond, but they are currently on annual leave.

(PC min. 13 2017-2018 refers.)

3. External Audit 2016-2017 & Revised Arrangements for 2017-2018

The audit pack was sent to BDO by Royal Mail Special Delivery on 3rd July 2017 the final submission date was 27th July. Credit is due to Gail Kiely for the huge amount of preparation work that went into providing all the information required.

This is the final year of BDO carrying out the external audit. Under the post Audit Commission regime Small Authorities Audit Appointments Ltd (SAAA) was set up to engage external auditors for all smaller authorities. NALC represents local councils on SAAA.

PKF Littlejohn, Mazars and Moore Stephens came out of the selection process as the nominated providers. There were thirty two audit areas which were whole counties or groups of smaller, but locally adjacent counties.

PKF Littlejohn were awarded twenty seven areas, including Hertfordshire. Mazars were awarded three and Moore Stephens two. The appointments are for five years.

It would be nice to see some innovation from PFK Littlejohn. We are still filing paper forms for the external audit that have hardly changed little over the past ten years. The process is years out of date and cumbersome.

4. Parmiters Sports Centre Committee

Following the Annual Council Meeting I wrote to the school to enquire about the status of this committee and if the Parish Council needed to nominate a member to serve.

I have followed this up but have not yet received a reply. It is probably safe to assume that a nomination is no longer required.

(PC min. 8 2017-2018 refers.)

5. Three Rivers District - Parish Council Chairman & Vice-Chairman 2017-2018

Batchworth^[1] - Councillor Patrick Heanen & Councillor Nina Hosking.

Croxley Green - Councillor Mark Saxon & Councillor Jeremy Hollands.

Chorleywood - Councillor Jane White & Councillor Steve Watkins.

Sarratt - Councillor David Turner & Councillor Anthony Soothill.

Watford Rural - Councillor Valerie Coltman & Councillor Shanti Maru.

^[1] Originally formed as Batchworth Parish Council. At their inaugural Annual Council Meeting they decided to change their name to Batchworth Community Council.

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6. Memorial Bench

The family of the late David Francis DFC will be donating funds to enable a memorial bench to be installed on Kitters Green.

It will be installed outside Castano Court and the currently installed old style bench re-used elsewhere.

7. Abbots Langley Community Centre

Fiona Packman has stood down as Chairperson of the above and Richard Kennel has taken over. Fiona is now Vice-Chair.

8. Grants

The following organisations have written to thank the Parish Council for the grants awarded in this financial year.

The letters are held on the grants file if required.

- St Paul's Church Langleybury
- Abbots Langley Flower Arrangement Society
- Colin Fisher Fitness (Older Residents Fitness - Small Grant)

A small grant of £250 has been awarded to Abbots Langley Orchestra to support the cost of purchasing percussion instruments.

9. Office Copies

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

HCC Public Health eNews - June 2017

10. Diary Dates

9th June 2018 - Abbots Langley Carnival

Tim Perkins

Clerk to the Council

5th July 2017