

Abbots Langley Parish Council

Minutes of the Parish Council Meeting held on Monday 14th September 2015 at 7.30 pm in the Council Offices, Langley Road, Abbots Langley.

Those Present:

Vice-Chairman: Councillor Alex Michaels

Councillors: Councillor Sara Bedford
Councillor Jean Bowman
Councillor Martin Brooks
Councillor Liz Burns
Councillor Lyn Ferguson
Councillor Jane Lay
Councillor David Major
Councillor Leslie Proctor
Councillor Owen Roe
Councillor Alison Ward

Officers: Tim Perkins - Clerk to the Council

The meeting opened at 7:30 pm.

147. Apologies for absence

Apologies were received, accepted and recorded from Councillor Stephen Giles-Medhurst (unwell), Councillor Hitesh Tailor and Councillor John Wyatt (unavailable).

148. Declarations of Interest

None.

149. Public Participation

None.

150. Hertfordshire Police

No officers were available to attend the meeting, Sgt Neil Canning had submitted a report that was circulated to members in advance of the meeting.

Members were asked to note the Community Event being held by the Abbots Langley Safer Neighbourhoods Team at the Manor House on 23rd September 6:30 pm to 8:30 pm.

151. To confirm the Minutes of the Parish Council Meeting Held on

It was proposed by Councillor Jane Lay, seconded by Councillor Martin Brooks and **RESOLVED** that the minutes of the meeting held on 29th June 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.

152. 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 - 1st July, 22nd July, 12th August & 2nd September.

Finance & Administration Committee - 27th July 2015.

Leisure Committee - 15th July & 26th August 2015.

Staffing Committee - 22nd July 2015

153. Matters Referred from Committees

i. Finance & Administration Committee

Internal Audit Report (Final Update) 2014-2015 (min 116i)

Members noted the above.

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CCLA (Churches, Charities and Local Authorities) Deposit Account (min. 123)

It was proposed by Councillor Sara Bedford, seconded by Councillor Jane Lay and **RESOLVED** that the Parish Council open a Public Sector Deposit Account with CCLA.

ii. Leisure Committee

Evergreen Football Club (min. 85)

It was proposed by Councillor Sara Bedford, seconded by Councillor Jane Lay and **RESOLVED** that the plans submitted by Evergreen Football Club for the refurbishment of the club buildings be approved.

Flag Flying (min. 87)

Members noted the current arrangements for Flag Flying and requested the following amendments.

- Union Flag to be flown from Battle of Britain Day (15th September) until after Battle of Britain Sunday, in this and subsequent years.
- Union Flag to be flown from day prior to Remembrance Sunday until 11th November, in this and subsequent years.
- Open flag pole to community groups such as Royal Air Force Association, Royal British Legion, Scouts, etc. to fly their flag in the Millennium Gardens. Officers to draft appropriate arrangements.
- Parish Council flag to be flown at other times. Officers to obtain quote for a more durable Parish Council flag.

iii. Staffing Committee

Staffing Committee Terms of Reference (min. 99)

It was proposed by Councillor Jane Lay, seconded by Councillor Liz Burns and **RESOLVED** that the Terms of Reference of the Staffing Committee be amended to include delegate authority on all matters related to staff pay and benefits, providing any changes are within the approved annual budget.

154. Wreath Laying

Battle of Britain Sunday (20th September)

Chairman - St. Paul's Langleybury

Clerk to arrange - Airfield Memorial Warner Bros.

Remembrance Sunday (8th Nov)

Chairman - St. Lawrence Church

Councillor Alex Michaels - St. Paul's Langleybury

Councillor Jean Bowman - The Church of the Ascension, Bedmond

Councillor Liz Burns - Dale Court, Leavesden High Road

Clerk to arrange - Airfield Memorial Warner Bros. (Small ceremony will probably be arranged during week prior. Warner Bros. will advise the Clerk. Councillor Martin Brooks to lay wreath if available.)

155. Henderson Hall - New Managing Trustees

It was proposed by Councillor Sara Bedford, seconded by Councillor Jane Lay and **RESOLVED** that Alison Cornes and John Dunne be appointed Managing Trustees for Henderson Hall. Term of office to run for four years. Date of commencement of appointment to be aligned with the resignation of The Revd. Dr. Jo Spreadbury and Mrs Barbara Lewis.

156. Neighbourhood Plan Steering Group

As the number of volunteers exceed the required number for the Steering Group, all those that volunteered will be asked to submit up to 200 words on the skills they could bring to the Steering Group.

Members who want to serve on the Steering Group are asked to advise Councillor Sara Bedford.

A Parish Council meeting will be held at 7:00 pm on 21st October, prior to the Leisure Committee meeting, to consider the final membership of the Steering Group, both members and volunteers.

In the absence of the Clerk the Planning and Meetings Officer will contact the volunteers and arrange an initial meeting date for the Steering Group.

157. District and County Council Member's Reports

County Councillor Sara Bedford

- The Management Plan for the Horseshield has been considered by Three Rivers District Council. Initial plans are that the grounds outside of the play area will be left as open grassland, some cut to provide a walking area, no formal footpaths are being considered, although this may be reviewed at a later date.
- Green Waste collection is under review, due to the high cost of collection (£95/bin/pa.)
- Public Space Protection order is under consideration. There was a high number of responses to the consultation on the proposals related to the use of open spaces by dog walkers.
- The formal planning application for the development of the Warner Bros. Studio site has been submitted. Papers were received by the Parish Council on the day of this meeting.

County Councillor Martin Brooks

- A safety audit is underway on the proposal to improve traffic and parking problems on High Elms Lane. The outcome is pending.
- Discussions will be taking place with Tesco following a number of problems on Arundel Road caused by their deliveries to Katherine Place.
- Next Leavesden Country Park Historical Walk will take place on 10th October at 1:00 pm, meeting at the YMCA.
- Discussions are on-going on the plans for the YMCA, specifically the café and the Heritage Centre.

158. Chairman's Report

No report.

159. Clerk's Report

Members noted:

- HCC Mobile Library Service
- Abbots Langley Safer Neighbourhoods Team
- Christmas & New Year Working 2015-2016
- Office Copies
- Absence from Office

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160. Monthly Statement of Accounts

It was proposed by Councillor Sara Bedford and seconded by Councillor Leslie Proctor and **RESOLVED** that the Statement of Accounts for June, July and August 2015 as notified to the Council be approved and published on the Parish Council's website.

161. Exclusion of the Press and Public (Part II)

It was proposed by Councillor Jane Lay and seconded by Councillor Liz Burns and **RESOLVED** that as the following matters related to the terms and conditions of members of staff and contracts into which the Parish Council may be entering, the press and public be excluded from the discussion, under the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972, ss100 & 102.

162. Matters Referred from Committees

iv. Staffing Committee (min. 99)

Living Wage

It was proposed by Councillor Sara Bedford and seconded by Councillor Martin Brooks and **RESOLVED** that in line with the revised Living Wage calculation the supplement paid to staff below the threshold be increased from £7.65/ph to £7.85/ph. Effective 1st April 2015.

163. Henderson Hall - Managing Trustees Lease

It was proposed by Councillor Jane Lay and seconded by Councillor Martin Brooks and **RESOLVED** that the lease submitted by the Managing Trustees of Henderson Hall be approved and delegated authority be granted to the Clerk to make minor amendments, under advisement from Ian Davison, Head of Local Government at Wellers Hedleys Solicitors.

The meeting closed at 8.31 pm.

Signed: _____

Dated: _____