

## Abbots Langley Parish Council

Council Offices  
Langley Road  
Abbots Langley  
Herts  
WD5 0EJ

9th September 2014.

To Members of the Parish Council

The next meeting of the Parish Council will be held at the above address on Monday 15<sup>th</sup> September 2014 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 14<sup>th</sup> July 2014.**
6. **Minutes for adoption**  
To adopt the following minutes and approve publication on the Parish Council's website.
  - Planning & Highways Committee - 16<sup>th</sup> July, 6<sup>th</sup> August & 27<sup>th</sup> August 2014.
  - Finance & Administration Committee - 28<sup>th</sup> July 2014.
  - Leisure Committee - 20<sup>th</sup> August 2014.
7. **Matters Referred from Committees**
  - Staffing Committee (min 52.) - Staff Recruitment  
To approve by resolution the Delegation of Responsibility on Officer and Staff Recruitment as recommended by the Staffing Committee. (enclosed.)
  - Staffing Committee (min 53.) - Henderson Hall Communications  
To consider how communications with the Henderson Hall Managing Trustees should be maintained now the Clerk to the Council is no longer Secretary to the Managing Trustees.
8. **Henderson Hall - Managing Trustees**  
To consider the appointment of two Managing Trustees.  
Nominations received. Mr Chris Whatley-Smith, Mrs Brenda Southorn and Mr Richard Baldwin.

## Abbots Langley Parish Council

- 9. Local Government Boundary Commission - Hertfordshire County Council Division**  
To consider the draft recommendations from the above on proposals to change the division boundaries. (To follow - publication due 9<sup>th</sup> September.)
- 10. Hertfordshire County Council - Funding for Bus Services**  
To consider the consultation from the above on proposals to change bus service subsidies. (enclosed.)
- 11. Wreath Laying**  
To consider the arrangements for wreath laying on Battle of Britain and Remembrance Sunday. (see Clerk's report item 1.)
- 12. National Association of Local Council - Legal Briefing**  
To note the updated legal briefing from NALC (L07-11) The Bribery Act 2010. (enclosed.)
- 13. Hertfordshire County Council - Transferable Bus Ticketing**  
To note the further correspondence on the above. (enclosed.)
- 14. Neighbourhood Plan**  
To consider the next stages. (refer PC min. 95.)
- 15. District and County Council Member's Reports**  
To consider any reports submitted by members of the above authorities.
- 16. Chairman's Report**  
To consider the Chairman's report.
- 17. Clerk's Report**  
To consider items on the Clerk's report not covered elsewhere on the agenda.
- 18. Monthly Statement of Accounts**  
To consider the monthly statement of accounts for July & August 2014 and approve their publication on the Parish Council website.
- 19. Exclusion of the Press and Public (Part II)**  
As the following items will consider the terms and conditions a contract into which the Parish Council may be entering a resolution to excluded the press and public may be required, under the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, s100 & 102.
- 20. Abbots Langley Bowls Club**  
To receive a report from the Clerk. (See Clerk's report PII item 1)

**Abbots Langley Parish Council**  
**Clerk's Report - September 2014**

**1. Wreath Laying**

To confirm members allocated to the various ceremonies around the parish.

Battle of Britain Sunday (21<sup>st</sup> September)

Chairman - St. Paul's Langleybury

Clerk to arrange - Airfield Memorial Warner Bros. (Probably no formal ceremony)

Remembrance Sunday (9<sup>th</sup> Nov)

Chairman - St. Lawrence Church

Volunteer member - St. Paul's Langleybury

Bedmond ward member - The Church of the Ascension, Bedmond

Volunteer member - 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. Maybe Chairman to attend.)

**2. Watford Foodbank**

At the Annual Parish Council I was asked to contact the above about the possibility of opening an outreach point in Abbots Langley.

It took a bit of time, but I eventually exchanged emails with the unit manager. He checked back though their last twelve months of voucher issues and only three came from the Abbots Langley area.

Should demand increase from this area he will get in touch.

**3. Christmas & New Year Working 2014-2015**

Following are the proposed working hours.

15 <sup>th</sup> December (w/c)	Normal working week
24 <sup>th</sup> December (Wed)	Office open 09:30-12:30
25 <sup>th</sup> /26 <sup>th</sup> /29 <sup>th</sup> December (Thu-Mon)	Office closed
30 <sup>th</sup> December (Tue)	Office open 09:30-12:30
31 <sup>st</sup> December (Wed) & 1 <sup>st</sup> January (Thu)	Office closed
2 <sup>nd</sup> January 2015 (Fri)	Back to normal hours

**4. Financial Grants 2014-2015**

In addition to those reported in July, "Thank you" letters have been received from:

Abbots Langley Flower Arrangement Society

Bedmond WI

Royal British Legion Abbots Langley Branch (Small grant)

An "acknowledgement of receipt" has been received from:

Abbots Langley Bowls Club

**5. Office Copies**

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

Chiltern Society eNewsletter & N. Chiltern Trail map - August & September 2014

Watford Community Housing Trust Councillors Newsletter - August & September 2014

Watford Community Housing Trust Watford 2014 - A Community Event (11<sup>th</sup> October 2014 Watford Colosseum) Information

Herts Disability Sports Forum for Young People Newsletter - August 2014

**Abbots Langley Parish Council**  
**Clerk's Report - September 2014**

Herts Sports Partnership eNewsletter - August 2014.

Watford and Three Rivers Trust (ex-CVS) eNewsletter - September 2014

**6. Diary Dates**

21<sup>st</sup> September 2014 - Battle of Britain Parade, St. Pauls Langleybury (Chairman attending).

**7. Absence from Office**

22<sup>nd</sup> October - HAPTC/SLCC Clerk's Leadership Training Set. (from late AM.)

**Tim Perkins**

Clerk to the Council

9th September 2014

z:\alpc meetings 2014-2015\clerks report\pc\alpc-clerks-report-pc-2014-09.docx