

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

4th November 2014.

To Members of the Parish Council

The next meeting of the Parish Council will be held at the above address on Monday 10th November 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**
15th September 2014.
6. **Minutes for adoption**
To adopt the following minutes and approve publication on the Parish Council's website.
 - Planning & Highways Committee - 17th September, 8th October & 29th October 2014
 - Leisure Committee - 22nd October 2014
 - Staffing Committee - 24th October 2014
 - Finance & Administration Committee - 27th October 2014
7. **External Audit 2013-2014**
To note the report of the external auditors. (See Clerk's report item 1.)
8. **Henderson Hall Managing Trustees**
To agree by resolution the appointment of Chris Whatley-Smith and Richard Baldwin as Managing Trustees. (Nomination statements enclosed.)
9. **Henderson Hall Managing Trustees - Councillor Liaison**
To agree by resolution the appointment of a member to act as liaison with the Managing Trustees. (min. 163 refers.)
10. **Speciality Market - Manor Lodge Car Park**
To consider the request from "Abbots Langley Biz" to hold a market. (See Clerk's report item 2.)

Abbots Langley Parish Council

11. Hertfordshire County Council - Delivering Inspiring Libraries

To consider if the Parish Council wants to make a response to the consultation on the above. (See Clerk's report item 3.)

12. Calendar of Meetings

To consider the draft calendar for municipal year 2015-2016. (enclosed)

13. Neighbourhood Plan

To consider the next stages of developing a Neighbourhood Plan (See Clerk's report item 4, enclosed Initial Stages Report and min. 170.)

14. Budget 2015-2016

To consider the latest revision of the above. (v3 enclosed.)

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 September & October 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 early stages of a dispute, the terms and conditions of employees of the Parish Council and the terms of a contract into which the Parish Council may be entering a resolution to exclude the press and public may be required, under the Public Bodies (Admission to Meetings) Act 1960 and the LGA 1972, s100 & 102.

20. Three Rivers District Council - Election Expenses

To consider further the correspondence on the above. (See Clerk's report PII item 1 and enclosed correspondence.)

21. Matters Referred from Committees

Staffing Committee - Role Evaluation

To consider the recommendation from the Staffing Committee to regrade the Planning and Administration Officer's role to SCP 23-25. (min. 214 refers.)

22. Abbots Langley Bowls Club

To agree by resolution the new lease to the above, two members to sign the final version, the Clerk to witness. Any minor changes to the wording to be delegated to the Clerk, these will be brought to the signing members attention. (See Clerk's report PII item 2 and enclosed draft lease.)

Abbots Langley Parish Council
Clerk's Report - November 2014

1. External Audit 2013-2014

The Finance & Administration Committee reviewed the report from BDO our external auditors (min. 220). It has now been posted on the website [Parish Council > Financial > Annual Statement](#).

BDO asked that the report, which was "clean" and had no recommendations, is brought to the attention of the Parish Council.

2. Speciality Market - Manor Lodge Car Park

Abbots Langley Biz, the recently formed association of businesses in the area, has asked for initial permission to hold a speciality market one Sunday in April, after Easter, in the Manor Lodge car park.

Plans are at a very early stage and will not be developed unless permission is forthcoming.

3. Hertfordshire County Council - Delivering Inspiring Libraries

A copy of the consultation and questionnaire on the above has been provided to offline members and two copies are available in the office copies file. The full documentation, which runs to a significant amount of documentation, is available from hertsdirect.org/inspiringlibraries.

Members can respond to the consultation in their own right.

4. Neighbourhood Plan

An update to the Initial Stages Plan is enclosed.

Members need to consider what resources are available to take this project forward, the community leadership needs to come from members. Key points are:

- Very limited staff resource is available.
- Priorities such as elections, which may take focus away from the effort needed to get the plan underway, need to be considered.
- Members may want to consider deferring any action on a Neighbourhood Plan until after the elections when the priority can be considered in line with the new council's strategic objectives.
- Possibly use the Annual Parish Meeting in March as a "scene setter" for the community and invite key players who may be able to contribute. Bring in a keynote speaker who could inspire wider community interest.

5. Consultations - September Parish Council

Local Government Boundary Commission Hertfordshire County Council Division

Comments submitted (min 165.) on 16th September and the commission acknowledged receipt on the 24th September.

The commission's final recommendations will be published in February 2015.

Hertfordshire County Council Bus Subsidies Reductions

Comments submitted (min 166.) on the 19th September and HCC acknowledged receipt on the 25th September.

6. Office Copies

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

Came & Company Insurance "Council Matters" - Autumn 2014

Connected Counties (Bucks & Herts high speed broadband) eNewsletter - October 2014

Chiltern Society eNewsletter - October & November 2014

HCC Public Health eNews - October 2014 (email link previously circulated to members)

HCC Consumer News - Autumn 2014

Local Council Review - Autumn 2014

WCHT Councillor News - October 2014

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7. Diary Dates

4th December - Christmas Carols and Lights, High Street.

8. Absence from Office

25th Nov - SLCC Training - Tendering & Purchasing (all day) - Saunderton, Nr. High Wycombe.

26th Nov - SLCC Branch Meeting (PM) - Hatfield.

Tim Perkins

Clerk to the Council

4th November 2014

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