

Abbots Langley Parish Council

Council Offices
Langley Road
Abbots Langley
Herts
WD5 0EJ

5th September 2017.

To Members of the Parish Council

The next meeting of the Parish Council will be held at the above address on Monday 11th September 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 10th July 2017.**
6. **Minutes for adoption**
To adopt the following minutes and approve publication on the Parish Council's website.
 - Planning & Highways Committee - 19th July, 9th August & 30th August 2017.
 - Finance & Administration Committee - 7th August 2017.
 - Leisure Committee - 23rd August 2017.
7. **Three Rivers District Council - Issues & Options and Call for Sites**
(Referred from the Planning & Highways Committee min. 158.)
To consider a response to the above consultation.
8. **Internal Audit Report (Final Update) 2016-2017**
(Referred from the Finance & Administration Committee min. 118i.)
Members are asked to formally note the committee's review of the final Internal Audit for 2016-2107 and that no significant items were raised by the auditors.
9. **Wreath Laying**
To confirm members allocated to the various ceremonies around the parish. (See Clerk's report item 1.)

Abbots Langley Parish Council

10. Christmas New Year Working 2017-2018

To note the working hours for the above. (Clerk's report item 2.)

11. Neighbourhood Plan Steering Group Report

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

12. District and County Council Member's Reports

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

13. Chairman's Report

To consider the Chairman's report.

14. Clerk's Report

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

15. Monthly Statement of Accounts

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

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

As the following items will consider matters relate to the possible early stages 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.

17. Club Supreme - Tennis

To consider the lease to the above. (to follow)

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Abbots Langley Parish Council
Clerk's Report - September 2017

1. Wreath Laying

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

Battle of Britain Sunday (17th September)

Chairman - St. Paul's Langleybury

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

Remembrance Sunday (12th November)

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. (Probably no formal ceremony.)

2. Christmas & New Year Working 2017-2018

Following are the proposed working hours.

22 nd December (Fri)	Office open 09:30-14:00 (Close @ 16:00)
25 th /26 th /27 th December (Mon/Tue/Wed)	Office closed
28 th December (Thu)	Office open 09:30-12:30
29 th December (Fri) & 1 st January (Mon)	Office closed
2 nd January 2018 (Tue)	Back to normal hours

3. Parish Council - July 2017

A couple of points from the above.

Hertfordshire Fire and Rescue Service - Transfer of Governance Consultation (min. 97.)

The response to the above was submitted on 17th July, receipt was acknowledged by the PCC's office on 21st July. The consultation closing date was 14th August.

The points detailed in the minutes of the meeting formed the body of the response. Councillor Stephen Giles-Medhurst, who spoke in detail on this point at the meeting, checked the draft minutes prior to submission.

It was also made clear that the response was both resolved and unanimous.

Costco Membership Card (min. 92.)

This is in the name of the Parish Council and the Facilities Manager is the named user. Additional cards can be purchased for further named users.

4. Evergreen FC

The Deed of Variation and Licence to Assign which appointed Mark Ward and Paul Dunham as trustees completed on 8th August 2017. This took an inordinate amount of time to finalise due to delays at just about every stage of the process.

5. Grants Policy

Members attention is drawn to the update to the Grants Policy (F&A August 2017 - min. 117i)

There are a number of minor text updates to the policy, the key changes are the introduction of a "Repeat Grant Award" criteria, meaning applicants will only be able to benefit from a grant two years in every four. Also the introduction of "Service Level Agreements" for some applicants where in some part the activity being funded would fall to the Parish Council.

Application packs for Financial Grants to be awarded in 2018-2019 will be available in early October, with the application window open until just before Christmas.

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The committee wanted to particularly encourage applications from organisations not previously funded. Members are asked to consider this when out and about in the community and to draw organisations attention to the grants process.

6. Grants

Small grants have been awarded to:

£250 - Hillside Residents Association, contribution towards Applefest costs.

Last year members had commented on the lack of acknowledgment on publicity materials of the small grant the Applefest were awarded. That has been restated in the award letter and acknowledged by the organisers.

(Update: The publicity flyer for this year's event does acknowledge the support of the PC.)

£190 - Bedmond YFC, purchase of portable goals.

7. Footpath (Adrian Road to Kitters Green/Royal Oak)

There have been multiple complaints about the condition of the above footpath.

Local knowledge suggested the footpath is the responsibility of the Royal Oak. Two Land Registry searches proved that was the case in both the freehold and leasehold titles.

Janet Pearce has written to the leaseholder requesting they take remedial action.



Land Registry Leasehold Title HD524336 - Royal Oak, Kitters Green.

Update: A letter has been received from the freeholder, Punch Taverns, confirming the leaseholder and landlord will be instructed to take action.

8. Apologies for Meetings

A plea to members.

When making apologies for meetings please make sure I am advised. By all means if emailing copy in the committee Chairman, but prior to meetings if we are not aware of all of the apologies we cannot take action to advise the Leader to sort out substitutions if the quorum is at risk.

Thanks!

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9. Office Copies

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

Herts Local Enterprise Partnership Newsletter - July 2017

Local Council Review - Summer 2017

Chiltern Society eNews - August 2017

HCC Public Health eNews - Summer 2017

10. Diary Dates

23rd September 2017 - Applefest @ School Mead.

20th October 2017 - Chairman's Quiz Night @ TRDC. (Entry form and further information available from the Clerk.)

25th February 2017 - Civic Service @ St Mary's, Rickmansworth (usually Chairman +1).

Tim Perkins

Clerk to the Council

5th September 2017

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