

Abbots Langley Parish Council

Minutes of the Parish Council Meeting held on Monday 10th March 2014 at 7.30 pm. in the Council Offices, Langley Road, Abbots Langley.

Those Present:

Chairman: Councillor Gloria Keaveny
Councillors: Councillor Sara Bedford
Councillor Martin Brooks
Councillor Jean Bowman
Councillor Derryck Croker
Councillor Jeff Hill
Councillor Brenda Kersey
Councillor Jane Lay
Councillor David Major
Councillor Owen Roe
Councillor John Wyatt
Officers: Tim Perkins - Clerk to the Council

The meeting opened at 7:30pm.

352. Apologies for absence

Apologies were received, accepted and recorded from Councillor Keith Williams, Councillor Angela Laval, Councillor Stephen Giles-Medhurst (all unavailable) and Councillor Belinda Phipps (work commitment).

353. Declarations of Interest

None.

354. Public Participation

No members of the public had expressed an interest in addressing the Parish Council.

355. Hertfordshire Police

No officers were available to attend the meeting, Sgt. Neil Canning emailed the following report to the Clerk.

- Further drugs warrants were executed in Cheshire Way, two people arrested for possession with intent to supply. Ongoing work with the tenant's housing association on possible eviction.
- Dwelling burglary offences down by eighteen, year on year.
- Proactive work ongoing on properties that appear to be unoccupied. Funding has been obtained for timing switches to control lights and other electrical equipment.
- Theft from vehicles an issue in particularly Leavesden, mainly when drivers leave valuable items on display. Parmiters School during football matches is a hotspot. Signage being improved.
- Number plate thefts continuing to be a problem. These are subsequently used in the theft of fuel from forecourts.
- Enforcement carried out in relation to obstruction parking. Warning notices and tickets issued.
- Reports of anti-social behaviour down by one hundred and forty nine, year on year. Reduction of 50% in Leavesden.

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356. Minutes of the Meeting

Approval of the minutes of the meeting held on 17th February 2014, was deferred until the Annual Council Meeting.

Minute 325 to have following amended point added.

“Clerk’s note: The increases were notified to officers on the day of the meeting but were not discussed with officers in advance.”

357. 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 - 15th January, 5th & 26th February 2014.

Finance & Administration Committee - 27th January 2014.

Leisure Committee - 19th February 2014.

Councillor David Major asked that when other authority committee or council meetings were referenced in minutes the full title of the authority was included in the minute, so avoiding confusion with Parish Council meetings and committees.

Minutes of the Staffing Committee held on 13th January 2014, although circulated, were not noted on the agenda, adoption of these minutes was deferred until the Annual Council Meeting.

358. Changes to Arrangements for Circulating Minutes

It was proposed by Councillor Gloria Keaveny, seconded by Councillor Martin Brooks and **RESOLVED** that the following arrangements for circulating meeting minutes will be implemented.

1. Draft minutes. Copy to meeting chairman by email. Usually within 48/72 hours after the meeting.
2. When reviewed by meeting chairman draft copy emailed to all members. Print copy to offline members.
3. Final copy, printed to all members in envelope for Parish Council meetings that approves or adopts.
4. Posted to website after approval by PC and/or adoption.

Arrangements to be reviewed in six months.

359. Substitute Members on Committees

It was proposed by Councillor John Wyatt, seconded by Councillor Jane Lay and **RESOLVED** that the following addition be made to Standing Orders.

- 30 d. Substitute members are permitted on all committees. Groups shall notify the Clerk, and/or nominated meeting Clerk, by 12 noon on the date of a meeting of any substitute members. The substitution will apply only to the meeting notified.

A vote was requested and all members were in favour.

The amendment stood approved and will come into effect at the Annual Council Meeting.

360. NALC Policy Consultation - Openness of Local Government Bodies

Members noted the above consultation.

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361. Secretary to Henderson Hall Managing Trustees

It was proposed by Councillor John Wyatt, seconded by Councillor Brenda Kersey and **RESOLVED** that the Clerk should stand down as Secretary to the Henderson Hall Managing Trustees no later than 31st May 2014.

In the interim the Clerk should not participate in any discussions the trustees may have in which the Parish Council has an interest.

The Clerk will contact HAPTC and local third sector support organisations to see if they have any suggestions on how to fill a trust Secretary's role.

The Clerk will write to the Chairman of the Managing Trustees to confirm the above minutes.

The Clerk's job description, which includes reference to the role as Secretary to the trustees, will need amending. This will be referred to the Staffing Committee.

362. Henderson Hall Survey Report

It was **RESOLVED** under Standing Order 16d. to move discussions of this item to after agenda item 19.

363. Hertfordshire County Council - Town and Parish Council's Conference

The Chairman will notify the Clerk which member will attend this conference.

The Clerk will be attending and a place has been reserved for a member from the Parish Council.

364. Abbots Langley Conservation Area Appraisal

Referred from Planning & Highways Committee (min. 348.)

It was proposed by Councillor Sara Bedford, seconded by Councillor Martin Brooks and **RESOLVED** that delegated authority be granted to the Clerk to respond to the above, following receipt of input from members.

365. District and County Council Member Reports

District Councillor David Major

On 11th March 2014 Three Rivers District Council are holding an Extraordinary Executive Committee Meeting to consider the application to Discharge Planning Conditions relating to Landscaping, Highways Access and Detailed Design Approval on the Croxley Rail Link.

County Councillor Sara Bedford

The draft report on leisure provision in Abbots Langley is being considered at Three Rivers District Council's Leisure and Community Safety Policy and Scrutiny Committee on 12th March 2014. The Parish Council's Leisure Committee will have an opportunity to consider the report at its April meeting.

Delegated Highways Locality Budget projects for this financial year are in hand at Railway Terrace and Kindersley Way (pavement). Consideration is being given to projects to be included in the next financial year.

Discussion on service provision are ongoing with elder residents "Ten to Three" clubs.

366. Chairman's Report

The Chairman has attended the following events.

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| 25th January | Tough Ten presentation evening at Breakspeare School. |
| 5th March | Annual Parish Meeting at Tanners Wood Hall. |

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367. Clerk's Report

Members noted the following items which were not covered elsewhere on the agenda.

- Cheque Signatories
- Office Copies
- Absence from Office

368. Monthly Statement of Accounts

It was proposed by Councillor John Wyatt and seconded by Councillor Derryck Croker and **RESOLVED** that the Statement of Accounts for January & February 2014 as notified to the Council be approved and published on the Parish Council's website.

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

It was proposed by Councillor Jane Lay and seconded by Councillor Sara Bedford and **RESOLVED** that as the following matters related to the terms of 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.

370. Abbots Langley Bowls Club

Members noted the progress on the above and asked the Clerk to keep them updated with progress.

371. Henderson Hall Survey

Members noted the report from the Clerk. Members will be updated when the structural engineers report is received.

The meeting closed at 9.46 pm.

Signed: _____

Dated: _____