

Abbots Langley Parish Council

Minutes of the Annual Parish Council Meeting held on Monday 13th May 2019 at 7.30pm in the Council Offices, Langley Road, Abbots Langley.

Those Present:

Chairman:	Councillor Robin Powell
Vice-Chairman	Councillor Stephen Giles-Medhurst
Councillors:	Councillor Sara Bedford Councillor Jean Bowman Councillor Liz Burns Councillor Ruth Clark Councillor Jane Lay Councillor David Major Councillor Alex Michaels Councillor Owen Roe Councillor Simon Stanley Councillor John Swallow Councillor Jon Tankard Councillor John Wyatt Councillor Roxanne Yau
Officers:	Tim Perkins - Clerk to the Council
Police:	None Present

The meeting opened at 7:30 pm.

1. Election of Chairman

Past Chairman Brenda Kersey opened the meeting and asked if there were any nominations for Chairman of the Parish Council.

It was proposed by Councillor Jane Lay, seconded by Councillor Liz Burns and **RESOLVED** that Councillor Robin Powell be elected Chairman for the municipal year 2019-2020.

No other nominations were forthcoming. A vote was requested, all members present were in agreement.

The newly elected Chairman thanked members for their confidence and on behalf of the Parish Council thanked the Past Chairman, Brenda Kersey, for her service and hard work during her year in office.

The Chairman welcomed all new members and they were asked to introduce themselves.

2. Declaration of Acceptance of Office by the Chairman

The Chairman signed the Declaration of Acceptance of Office and this was duly countersigned by the Clerk as Proper Officer of the Council.

3. Apologies for Absence

None.

4. Public Participation

None.

5. Hertfordshire Police

Sgt Chris Simmons had advised the Clerk that no officers were available to attend the meeting.

6. Declarations of Interest

None.

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7. Election of Vice Chairman

It was proposed by Councillor Alex Michaels, seconded by Councillor Sara Bedford and **RESOLVED** that Councillor Stephen Giles-Medhurst be elected Vice-Chairman for the municipal year 2019-2020.

No other nominations were forthcoming. A vote was requested, all members present were in agreement.

8. Appointments to Other Bodies

It was proposed by Councillor Jane Lay, seconded by Councillor John Wyatt and **RESOLVED** that the following members were appointment to serve on outside bodies for the municipal year 2019-2020.

Community Centre Management Committee - Councillors John Wyatt and Liz Burns

Joint Committee of Parish Councils - Chairman, Leader and Clerk

Abbots Langley History Society - Councillor Jane Lay

Three Rivers District Council Environmental Forum - Councillor Jon Tankard with Councillor Jane Lay as substitute

Abbots Langley Carnival Committee - Councillor Jane Lay

Evergreen FC Management Committee - Councillor Sara Bedford

Henderson Hall, Managing Trustees Contact - Councillor Jane Lay

9. Election of Committees

It was proposed by Councillor Liz Burns, seconded by Councillor Jane Lay and **RESOLVED** that members be assigned to committees as detailed below:

Planning & Highways Committee (7) Councillor Jean Bowman
Councillor Jane Lay
Councillor David Major
Councillor Robin Powell
Councillor Owen Roe
Councillor Jon Tankard
Councillor John Wyatt

Leisure Committee (7) Councillor Sara Bedford
Councillor Jean Bowman
Councillor Liz Burns
Councillor Jane Lay
Councillor Simon Stanley
Councillor John Wyatt
Councillor Roxanne Yau

Finance & Admin. Committee (6) Councillor Sara Bedford
Councillor Liz Burns
Councillor Ruth Clark
Councillor Jane Lay
Councillor Alex Michaels
Councillor John Swallow

Staffing Committee (5) Councillor Liz Burns
Councillor Ruth Clark
Councillor Stephen Giles-Medhurst
Councillor Jane Lay
Councillor David Major

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Review Panel (7)	Councillor Sara Bedford Councillor Jean Bowman Councillor Ruth Clark Councillor David Major Councillor Simon Stanley Councillor John Swallow Councillor Roxanne Yau
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Members were reminded that they can attend any committee meetings, including those on which they are not nominated to serve. They can take part in the meeting but will not have a vote.

10. Election of Committee Chairman

It was proposed by Councillor Liz Burns, seconded by Alex Michaels and **RESOLVED** that committee Chairman be appointed as follows:

- Planning & Highways Committee - Councillor Jon Tankard.
- Finance & Administration Committee - Councillor Alex Michaels.
- Staffing Committee - Councillor Stephen Giles-Medhurst.
- Review Panel - Councillor Sara Bedford.

11. Subscriptions and Corporate Memberships

Members noted the report.

12. Direct Debits & BACS

It was proposed by Councillor John Wyatt, seconded by Councillor Sara Bedford and **RESOLVED** that payment by variable Direct Debits and BACS was approved for the following.

Direct Debits

- Affinity Water
- All Star (Vehicle fuel cards)
- British Gas
- BT
- Castle Water (Business waste water & sewerage)
- Dayla (Drinks supplier)
- E.ON
- Information Commissioner (Data Protection registration)
- Sage Cover (pending approval)
- Scottish Power
- Southern Communications
- Three Rivers District Council (Business rates)
- Virgin Media (Office Broadband)
- Worldpay - Serviceline (Card payment terminals)

BACS

- Staff salaries
- HCC Pension Contributions
- HM Revenue & Customs (Income Tax, Employer and Staff NI contributions)

The Clerk confirmed that all direct debits were covered by guarantee and could be reversed in the event of an error. The guarantee was used recently when a direct debit was taken in error, the reversing funds were returned the same day the error was reported.

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13. List of Deeds and Property Records in the Custody of the Council & its Solicitors

Members noted the above reports.

Members noted that the leases to Jacketts Field Allotments and the Summerhouse Way Garages had expired and these matters were waiting Three Rivers District Council to resolve.

14. General Power of Competence

It was proposed by Councillor Jean Bowman, seconded by Councillor Jane Lay and **RESOLVED** that as the Parish Council meets the eligibility criteria detailed below as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and it is now entitled to use the above power.

- a. A two thirds electoral mandate.
- b. A qualified Clerk (CiLCA plus an assessment pass in Sec. 7, General Power of Competence, CiLCA 2012).

15. To confirm the Minutes of the Parish Council Meeting

It was proposed by Councillor Liz Burns, seconded by Councillor Jane Lay and **RESOLVED** that the minutes of the meeting held on 11th March 2019, 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.

16. Minutes for adoption

The following committee minutes were adopted, approved for publication on the Council's website and passed to the committees for resolution.

Staffing Committee - 20th March 2019.

Planning & Highways Committee - 13th March, 3rd & 24th April 2019.

Leisure Committee - 17th April 2019.

Finance & Administration Committee - 29th April 2019.

17. Annual Parish Meeting - 6th March 2019

Members noted the draft minutes of the above.

18. Past Chairman's Report

The Past Chairman attended the following events.

8th May - Parmiters Spring Concert, Parmiters School. (Vice-Chairman deputised.)

19. Neighbourhood Plan Steering Group Report

Members noted the report.

The Chairman of the Neighbourhood Plan Steering Group encouraged members to review the initial draft of the report. A printed copy will be made available in the office.

The group was aware that myAbbots did not distribute to all residents in some of the outlying parts of the Parish, which were covered by publications such as myGarston. This will be taken into consideration when distributing printed materials to residents.

20. District and County Council Member's Reports

District & County Councillor Sara Bedford

- Arisings from grass cutting on the highways are not being cleared in a timely manner, resulting in blocked gulleys. This is being addressed with the County Council.
- The opening of the Skate Park at Manor House is being planned for Friday 24th May at 1600-1800 and the formal opening of the Sculpture Trail and other new facilities at Leavesden Country Park on Saturday 6th July at 11:00-1200.

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- The planning application for the Motorway Service Area at M25 J20/A41 in Kings Langley is scheduled to be considered by Three Rivers District Council on 18th July 2019. Given the local interest in this application a suitable venue is being sought as the council chambers in Three Rivers House is likely to have insufficient capacity.
- The Annual Council Meeting at Three Rivers District Council will be considering declaring a climate emergency.
- There were some issues with member and agent access to the Manor House polling station, these have been addressed ahead of the European elections.
- In March Three Rivers District Council undertook a Peer Challenge review which was organised by the Local Government Association. It was a positive experience and the report will be available in due course.
- 20 mph speed zone in the High Street will be implemented during the summer.

District Councillor Alex Michaels

- Vehicle speeds on Toms Lanes continue to be a local issue. This will be raised with the police and County Councillors.
- Parking issues in Primrose Hill continue to be a source of complaints from residents. Options are being reviewed with Three Rivers District Council's Parking Officer.

District & County Councillor Stephen Giles Medhurst

- High Elms Lane parking scheme to address parking issues near West Herts Crematorium and St. Michael's Catholic High School are going out to formal consultation. They may not address everything complainants want, but they will hopefully make a positive impact.
- Planning enforcement are addressing concerns related to the development at the entrance to Leavesden Court at the junction with Mallard Road.

There is still work outstanding on the Boundary Way development. Works that were part of the planning permission have not been carried out. Residents are particularly concerned about the lack of a community room. Parking bays remain in a poor condition. Three Rivers District Council planning enforcement are taking action.

21. Clerk's Report

Members noted:

- Grants & Carol Concert Donation Acknowledgments
- Small Grants Awarded
- Financial Grants Awarded
- Croxley Green Parish Council
- Office Copies
- Diary Dates

22. Monthly Statement of Accounts

It was proposed by Councillor Stephen Giles-Medhurst and seconded by Councillor Sara Bedford and **RESOLVED** that the Statement of Accounts for March & April 2019 as notified to the Council be approved and published on the Parish Council's website.

It was asked that repeat payments, such as insurance, be noted on the report.

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

It was proposed by Councillor Jane Lay and seconded by Councillor Jean Bowman and **RESOLVED** that as the following matters related the early stages of a dispute 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.

24. Current Legal Matters

- Unauthorised Felling of Trees.
- Other on-going Legal Matters.

Members noted the Clerk's update on the above and asked to be kept advised of developments.

The meeting closed at 8.53 pm.

Signed: _____

Dated: _____