

## Abbots Langley Parish Council

Council Offices  
Langley Road  
Abbots Langley  
Herts  
WD5 0EJ

7th January 2020.

To Members of the Parish Council

The next meeting of the Parish Council will be held at the above address on Monday 13<sup>th</sup> January 2020 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**  
11<sup>th</sup> November 2019.
6. **Minutes for adoption**  
To adopt the following minutes and approve publication on the Parish Council's website.
  - Planning & Highways Committee - 20<sup>th</sup> November, 4<sup>th</sup> and 18<sup>th</sup> December 2019.
  - Finance & Administration Committee - 25<sup>th</sup> November and 16<sup>th</sup> December 2019.
  - Staffing Committee - 4<sup>th</sup> December 2019.
  - Leisure Committee - 11<sup>th</sup> December 2019.
7. **Fees & Charges 2020-2021**  
To approve the Halls, Open Spaces and Sports Facilities charges as proposed by the Leisure Committee (min. 183iii). (enclosed)
8. **Budget & Precept 2020-2021**
  - a. To approve the budget for the financial year 2020-2021.
  - b. To set the precept for 2020-2021.Both of the above as proposed by the Finance & Administration Committee (min. 281).  
(Clerk's report item 1 and budget book v06b enclosed.)

## Abbots Langley Parish Council

### 9. Annual Report 2019-2020

To approve the Annual Report and grant delegated authority to the Clerk to make any minor corrections and updates as required. (To follow - only Chairman's report received, all committee reports outstanding @ 07/01/2020.)

### 10. Henderson Hub - Grant Application

To consider the above application which has been reviewed and is supported by the Managing Trustees. (Grant application circulated for December F&A Committee and refer to December Finance & Administration Committee meeting min. 282.)

### 11. Neighbourhood Plan

- i. To agree by resolution the Executive Summary of members input into the latest revision of the above. (enclosed.)
- ii. To consider the report from the Chairman of the Steering Group. (enclosed.)

### 12. Langleybury Playing Fields - Environment Agency Borehole

To agree by resolution a twenty-five-year lease to the above for a water resources borehole. (Clerk's report item 2.)

### 13. District and County Council Member's Reports

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

### 14. Chairman's Report

To consider the Chairman's report.

### 15. Clerk's Report

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

### 16. Monthly Statement of Accounts

To consider the monthly statement of accounts for November & December 2019 and approve their publication on the Parish Council website.

### 17. Exclusion of the Press and Public (Part II)

As the following item will consider the early stages of legal disputes 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.

### 18. PC Freehold Land - Encroachment

To consider the report from the Clerk and decide on action to be taken. (Clerk's report PII item 1.)

**Abbots Langley Parish Council**  
**Clerk's Report - January 2020**

**1. Budget 2020-2021**

One significant change to the budget since the F&A review in December on pension contribution rates.

**Pension Employer Contribution Rates**

The Herts County Council Pension Scheme, of which all staff are members, has just completed a triennial revaluation. The employer's contribution rate has dropped by 1.65% and this has been built into the salary model that drives the staff costs in the budget.

There is a lot of detail provided by the scheme that sits behind the contribution rate numbers and this will be reviewed at the next Staffing Committee meeting.

**Employee Salary Review**

A pay review for local authority staff is currently under discussion. New pay rates will come into effect on 1<sup>st</sup> April 2020.

There was some delay due to the General Election and the various promises made by the political parties on public sector pay, but discussions will re-start in the New Year.

I have put a general 3% increase in the salary model for all staff. In recent years higher grades have had a lower percentage increase and vv for the lower grades, so the 3% will probably smooth out.

The final General Fund balance at the end on 2021 is now forecast at £34,327, which is inside of the target range of £30,000-£35,000, without any sleight of hand from those involved in the budget preparation.

**2. Langleybury Playing Fields - Environment Agency Borehole**

The Leisure Committee discussed the installation of a borehole for water resources monitoring at its meeting in December and agreed that permission should be granted (min. 272.).

The committee does not have delegated authority on property leases so Parish Council permission is sought.

Once installed the borehole will have an apx. 2m secure manhole cover and the installed monitoring equipment will require occasional maintenance.

The lease is for a period of twenty-five years, all responsibilities for maintenance are with the EA, rent is a one off £2,000 paid on completion and the EA will meet the Parish Council's reasonable legal fees.

**3. Code of Conduct for Councillors**

NALC Chief Executives Bulletin (08/11/2019)

*"I'm pleased to report that the LGA is to develop a new Model Code of Conduct for Councillors. This is in response to the recommendations made in the Committee on Standards in Public Life's report earlier this year, and in response to rising local government concern about the increasing incidence of public, member-to-member and officer/member intimidation and abuse, and overall behavioural standards and expectations in public debate, decision making and engagement. This is part of their programme on civility in public life and they aim to launch a revised code at their annual conference at the end of June. NALC will be contributing to this work to make sure the local council dimension and voice isn't lost, as inevitably the LGA is focussed on principal authorities."*

For the benefit of new members. The LGA is the Local Government Association that represents district and borough councils and NALC is the National Association of Local Councils which represents the parish and town council sector.

Abbots Langley Parish Council  
Clerk's Report - January 2020

This is relevant as it means "double hatters" that serve on both the parish and district councils will be expected to sign up to a Code of Conduct that is, hopefully, very similar across both authorities.

4. **Primrose Hill Laundry**

There has been an ongoing problem with the above business, which backs on to the footpath that runs through the playing fields between Primrose Hill and the canal.

There is significant processes residue from the business, which when the weather is bad can be washed onto the footpath causing a significant slip hazard.



In the past the owners have responded to correspondence from me, but after phone calls and letters were ignored, I referred the matter to Environmental Health Officers.

EHOs have now made three site visits and the owner has agreed to take action to improve filtering and also stop the residue spreading onto the path.

5. **St Stephen Parish Council**

Cllr John Bell from St. Stephen PC passed away suddenly at the end of the year.

Some of you will have known him through his past service on HAPTC and the St Albans Association of Local Councils.

6. **Small Grants**

£250 - Abbots Langley Arts Group, to support cost of demonstrators and meetings.

*(Followed by a very nice letter from the treasurer acknowledging the grant and saying how the few small grants received by the group have been beneficial in helping the group grow and pay for demonstrators. Copy on grant file.)*

£250 - BJ Academy (Taekwondo) to support the cost of training sessions for disadvantaged children.

£250 - Village Moonlighters, to support the cost of purchasing head microphones.

£250 - Abbots Langley Parent & Toddlers Play Group, to support the cost of purchasing new play equipment.

Abbots Langley Parish Council  
Clerk's Report - January 2020

7. Office Copies

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

Local Council Review - November-December 2019

8. Diary Dates

24<sup>th</sup> January 2020 - Tough Ten Presentation Evening at Breakspeare School. (Please confirm attendance, details in November 2019 Clerk's report).

13th June 2020 - Abbots Langley Carnival

6th November 2020 - Fireworks, Manor House Playing Fields

3rd December 2020 - Christmas Carols & Lights On

Tim Perkins

Clerk to the Council

7th January 2020

z:\alpc meetings 2019-2020\clerks report\parish council\alpc-clerks-report-pc-2020-01.docx