

## Abbots Langley Parish Council

Minutes of the Parish Council Meeting held on Monday 11<sup>th</sup> January 2021 at 7.30 pm on the Zoom Video and Teleconferencing Platform. <sup>[1]</sup>.

Those Present:

Chairman:	Councillor Robin Powell
Councillors:	Councillor Sara Bedford Councillor Liz Burns Councillor Ruth Clark Councillor Fran Deschampsneufs Councillor Jane Lay Councillor David Major 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
Others:	Mr Peter Warman - Chairman of the Neighbourhood Plan Working Group

<sup>[1]</sup> *Permitting legislation - The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.*

The meeting opened at 7:30 pm.

The Chairman welcomed members to the meeting and wished them a Happy and Safe New Year.

### **260. Apologies for absence**

Apologies were received, accepted and recorded from Councillors Stephen Giles-Medhurst (other authority meeting) and Jean Bowman (unavailable).

The Clerk will include members "Leave of Absence" on the agenda of the March Parish Council meeting.

### **261. Declarations of Interest**

Councillor Jane Lay declared an interest in agenda item 7, Fees & Charges 2021-2022 as Secretary of Abbots Langley Gardening Society.

### **262. Public Participation**

Ms. Leah Walters, Director of the Henderson Hub Co. asked to address the Parish Council on agenda item 12 "Henderson Hub - Grant Application".

Mr Andrew Stanley also a Director of the Henderson Hub Co. was also in attendance.

The Chairman agreed to hold this item over and take it before discussion on the relevant agenda item.

### **263. Hertfordshire Police**

Not present.

## Abbots Langley Parish Council

### 264. To confirm the Minutes of the Parish Council Meeting

It was proposed by Councillor Jane Lay, seconded by Councillor Roxanne Yau and **RESOLVED** that the minutes of the meeting held on 9<sup>th</sup> November 2020, 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.

### 265. 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 - 18<sup>th</sup> November, 2<sup>nd</sup> and 16<sup>th</sup> December 2020

Finance & Administration Committee - 23<sup>rd</sup> November and 21<sup>st</sup> December 2020

Staffing Committee - 2<sup>nd</sup> December 2020

Leisure Committee - 9<sup>th</sup> December 2020

### 266. Fees & Charges 2021-2022

It was proposed by Councillor Sara Bedford, seconded by Councillor John Wyatt and **RESOLVED** that the schedule of Fees and Charges (v1b) for Halls, Open Spaces and Sports Facilities, as recommended by the Leisure Committee (min. 160iii.) be approved.

### 267. Budget & Precept 2021-2022

Councillor Liz Burns, Chairman of the Finance & Administration Committee, introduced the budget and summarised the discussions that had been held in committee and with members.

Budget 2021-2022 Jan 2021 v6a refers which had been circulated to members.

#### a. Budget 2021-2022

It was proposed by Councillor Liz Burns, seconded by Councillor Jane Lay and **RESOLVED** that the Parish Council's budget for 2021-2022 be set at £891,325. (Expenditure = £970,230 and Income = £78,904).

#### b. Precept 2021-2022

It was proposed by Councillor Jane Lay, seconded by Councillor John Swallow and **RESOLVED** that the Precept for 2021-2022 be set at £782,075.

Both of the above had been recommended by the Finance & Administration Committee (min. 253).

### 268. External Audit 2019-2020

*(Referred from the Finance & Administration Committee min. 251.)*

It was proposed by Councillor Liz Burns and seconded by Councillor Jane Lay and **RESOLVED** that the Parish Council approve and accept the External Auditor's Report and Certificate as recommended by the Finance and Administration Committee.

### 269. Internal Audit Report (First Interim) 2020-2021

*(Referred from the Finance & Administration Committee min. 252.)*

Members noted the committee's review of the First Interim Internal Audit for 2020-2021 and that no significant items were raised by the auditors.

### 270. Meetings January - April 2020

Members agreed that all meetings up to the end of the municipal year in April 2021 will be held virtually. Arrangements for meetings from May will be reviewed at the March Parish Council meeting.

The Annual Parish Meeting scheduled for 3<sup>rd</sup> March 2021 will be cancelled and again arrangements consider at the March Parish Council meeting.

## Abbots Langley Parish Council

### 271. Henderson Hub - Grant Application

Ms Leah Waters addressed the committee as noted in min. 262.

Members considered the grant application submitted by the Henderson Hub Co. and the background information provided by the Directors of the Hub Co.

Members support the activities of the Hub and appreciate the very difficult business conditions experienced by the Hub through the pandemic and lockdowns situation.

It was noted that the Hub is unable to consider applying for grants from other sources until it can show it has a sustainable business model and the Parish Council's grant is vital in that regard.

Members asked the Clerk to draft arrangements for a Service Level Agreement to give the Hub Co. continuity of grant funding for three years, beyond the current application. As the Finance & Administration Committee hold delegated authority for grant related matters this will be considered at the April meeting of the committee and finally approved by the Parish Council at the Annual Council Meeting.

The Clerk reminded members that they must consider the affordability of all long term financial arrangements to which they commit, particularly in the light of future budget rounds that may continue to be affected by significantly reduced levels of commercial income.

The Managing Trustees had previously advised the Clerk that they supported the grant application.

It was proposed by Councillor Sara Bedford, seconded by Councillor Liz Burns and **RESOLVED** that a grant of £30,000 be awarded under The General Power of Competence, Localism Act 2011 Sec 1 (1) to the Henderson Hub for the purpose of supporting the Hub's activities.

The grant will be paid in one tranche in April 2021.

A vote was requested, all members were in favour.

### 272. PC Freehold Land - Encroachment

Members noted the correspondence with the freeholder of 81 High Street which has not received the courtesy of a reply. The Clerk will follow up, but the business is currently closed due to the lockdown restrictions.

The Clerk confirmed that remedial works will take place to the land outside the property. Tree works in the area are pending authorisation under Tree Preservation Orders. When the tree works are completed the remedial work will be progressed.

### 273. Neighbourhood Plan

#### i. Next Stages of Production of the Neighbourhood Plan

Mr Peter Warman, Chairman of the Neighbourhood Plan Working Group advised members that the latest version of the plan was currently being reviewed by our consultant. The review is due to be completed imminently and will then be circulated to members.

#### ii. Monthly Report.

Members noted the above.

## Abbots Langley Parish Council

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

County Councillor Sara Bedford

- Housing completion targets, which had previously been revised down, had again been increased.
- Litter bin emptying rounds have been increased due to the higher usage of open spaces during lockdown. Levels of household waste and recycling had also increased due to residents being home for longer than usual.

District Councillor Jon Tankard

- Three Rivers District Council Draft Sustainability Strategy should be available for consultation at the end of January. A Sustainability Projects Officer has been appointed (2.5 days/wk.).

### 275. Chairman's Report

The Chairman has not attended any functions due to the lockdown.

In lieu of Christmas Cards a donation of £100 was made to The Hospice of St Francis.

The Chairman had thanked all staff for their hard work during this difficult year, as agreed by the Staffing Committee all staff (exc. the Clerk) had received a £25 voucher as a small token of thanks.

### 276. Clerk's Report

No matters that had not been covered elsewhere in the meeting.

### 277. Monthly Statement of Accounts

It was proposed by Councillor John Wyatt and seconded by Councillor Simon Stanley and **RESOLVED** that the Statement of Accounts for November & December 2020 as notified to the Council be approved and published on the Parish Council's website.

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

It was proposed by Councillor Jane Lay and seconded by Councillor Liz Burns and **RESOLVED** that as the following matters relate to staff employed by the Parish Council, 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.

### 279. Staffing Matters

Members noted the verbal report from the Clerk.

The meeting closed at 8.36 pm.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_