

## Abbots Langley Parish Council

Minutes of the Parish Council Meeting held on Monday 10<sup>th</sup> January 2022 at 7.30 pm in Tanners Wood Hall, School Mead, Abbots Langley, WD5 0LA.

Those Present:

Chairman: Councillors Stephen Giles-Medhurst

Councillors: Councillor Sara Bedford  
Councillor Ruth Clark  
Councillor Jane Lay  
Councillor David Major  
Councillor Robin Powell  
Councillor Simon Stanley  
Councillor John Swallow  
Councillor Jon Tankard  
Councillor John Wyatt  
Councillor Roxanne Yau

Officer: Isabel Montesdeoca - Chief Officer & Clerk to the Council  
Jayshree Patel - Finance Officer & Deputy Clerk

The meeting opened at 7:30 pm.

### 292. Apologies for absence

Apologies were received, accepted and recorded from Councillor Liz Burns, Councillor Owen Roe, and Councillor Fran Deschampsneufs (all unavailable). Apologies were also received from Councillor Jon Tankard who was present at the start of the meeting but was called away and returned at 7:45pm.

Sergeant Jon Brown and Mr Peter Warman had advised the Chief Officer that they were unable to attend the meeting.

### 293. Declarations of Interest

Councillor Jane Lay declared an interest in agenda item 8 Fees and Charges as a member of the Gardening Society and an allotment tenant.

### 294. Public Participation

None.

### 295. Chairman's Report

Welcome to 2022 and Queens Palatium Jubilee Year. I am sure we are all looking forward to both celebrating the events later in the year and a better year than last year. We will discuss the Jubilee later on the agenda where I will be making some proposals to take this forward and help our Parish celebrate it.

Firstly, it is with some sadness that I have to report that in early December former Councillor and Chair Peter Sanders passed away. Some of you will recall him and his long service on the Parish Council.

On the 14<sup>th</sup> November I took part in the Remembrance Day Parade through the High St, laid the Parish Wreath at St Lawrence's Church and attended the service that followed.

In the afternoon, I laid the wreath at Church of Ascension (Tin Church), Bedmond. I thank Robin Powell and Jon Tankard for laying wreaths at Leavesden War Memorial and Langleybury respectively.

I chaired the Joint Parish Meeting of other Parish Council's on 25<sup>th</sup> November here in Abbots Langley.

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I attended the official opening of the Clive Winder climbing Wall on 28<sup>th</sup> November for the 1<sup>st</sup> Abbots Langley and 3<sup>rd</sup> North Watford HQ here in Abbots Langley.

I attended and took part in the Christmas Carols and Christmas lights switch-on on 2<sup>nd</sup> December - £237.65 was raised for the Friends of St Lawrence's. A big thank you for all the work put in by our staff here at Abbots Langley.

Tonight I am announcing the opening of nominations for the 2021/22 Abbots Langley Civic Awards for Outstanding Achievement's, Local Community Group, Service to the Local Community and Young Person under 18. The awards are to recognize and celebrate the activities and achievements of local residents within the Parish, especially over the last two years of the pandemic. Posters for these have been produced and I am hoping My Abbots will cover this in its next edition.

It is my intention to announce the winners and invite them to collect their awards at a Chairman's Reception on 26<sup>th</sup> March which I will be hosting at the Manor House to not only thank those involved for their hard over the last two years but also to celebrate 70 years of Queen Elizabeth's reign. Suggestions for the guest list will be welcomed from other parish councillors direct to Isabel and myself.

Finally, I have agreed with the Chairman of the Abbots Langley Forum (TRDC) that we merge the next Annual Parish meeting with this forum so any TRDC issues are raised at the conclusion of the Annual Parish meeting on the 2<sup>nd</sup> March which will be held here at Tanners Wood Hall.

### 296. Hertfordshire Police

Sergeant Jon Brown provided an email update on the following:

Robbery – down 20% on previous year.

Pedal cycle thefts – down 31.3% on previous year.

Drugs offences – down 25% on previous year.

Burglary - down 50% on previous year.

Theft from motor vehicle – down 38.1% on previous year.

### 297. To confirm the Minutes of the Parish Council Meetings

It was proposed by Councillor Robin Powell, seconded by Councillor John Wyatt and RESOLVED that the minutes of the meeting held on 8<sup>th</sup> November 2021, 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.

### 298. 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 - 17<sup>th</sup> November, 1<sup>st</sup> & 15<sup>th</sup> December 2021

Finance & Administration Committee - 29<sup>th</sup> November, 20<sup>th</sup> December 2021

Staffing Committee - 1<sup>st</sup> December 2021

Leisure Committee - 8<sup>th</sup> December 2021

Adoption and approval for publication of the 5<sup>th</sup> January 2022 Planning & Highways Committee meeting was deferred to the next Parish Council Meeting.

### 299. Fees & Charges 2022-2023

*(Referred from Leisure Committee min. 189c)*

It was proposed by Councillor Jane Lay, seconded by Councillor Ruth Clark and RESOLVED that the schedule of Fees and Charges (v1b) for Halls, Open Spaces and Sports Facilities, as recommended by the Leisure Committee (min. 189c.) be approved. The decision was unanimous.

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300. Budget & Precept 2022-2023  
(*Referred from the Finance & Administration Committee min. 283*)
- i. It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor John Swallow and RESOLVED that the Parish Council's budget for 2022-2023 be set at £880,638. (Expenditure = £987,909 and Income = £107,271). The decision was unanimous.
  - ii. It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor John Swallow and RESOLVED that the Precept for 2022-2023 be set at £860,283.50 based on a Band D Base figure from Three Rivers of 8669.50. This means on average a household would pay £1.91 per week (£99.23 per annum). This represents an increase of £0.16 per week. The decision was unanimous.
- Both of the above had been recommended by the Finance & Administration Committee (min. 283)
301. Internal Audit Report (First Interim) 2021-2022  
(*Referred from the Finance & Administration Committee min. 241.*)  
Members noted the committee's review of the First Interim Internal Audit for 2021-2022 and that no significant items were raised by the auditors.
302. Depot Surface Project  
Members noted the update from the Chief Officer.
303. Annual Report 2021-2022  
It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor John Swallow and RESOLVED that delegated authority be granted to the Clerk to draft the Annual Report based on input from the Chairs and finalise for publication.
304. Henderson Hall - Managing Trustee Appointment  
(*Deferred from the Parish Council November 2021, min. 217*)  
No nominations received. Members requested this item be left on the agenda for the following Parish Council meeting.
305. Neighbourhood Plan Steering Group Report  
Members noted the report.
306. Queen's Platinum Celebrations  
It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor Jane Lay and RESOLVED that a working group of no more than 5 councillors, one per ward, be formed to plan the Parish's activities for Her Majesty's Platinum celebrations in June. It was also agreed the working group should be allocated a budget of £5,000 from the Open Spaces Projects Earmarked reserve, with expenses to be reviewed and approved by the Chief Officer & Clerk under delegated authority.
307. District and County Council Member's Reports  
County Councillor Sara Bedford
- Hillside Community Hub now officially open at School Mead. The Hub offers a range of activities worth noting related to mental health, domestic abuse, and wellbeing. Hub is open on Tuesday, Wednesday, and Thursday.
  - Leavesden country park Covid snake has now been repainted by local artists. The annual Fairy Trail is also back at Leavesden this year, located within the Woodland Walk.
  - Flooding in the Bedmond Road dip, South of Hartnall Lane, has mostly abated post roadworks done to address the issue. A separate flooding area has been reported further south and councillor is asking this to be looked at in addition to other smaller flooding areas.

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- Ponding in High Street service road has been looked at and is due to an issue with leaves blocking the drains.
- Councillor is continuing to fund the planting of more trees in local verges.
- The on-going issue of parking on the pavements has been raised with the Police and Three Rivers District Council. Councillor is investigating funding the installation of guard rails on either side of the pedestrian crossing and bollards at either end to deter motorists from parking there.
- Councillor has called the planning application for 38 High Street to committee. It will be heard most likely in February although it may squeeze into the end of January.
- Councillor has received many calls from parents concerned their children may not get into their first choice of secondary school and may be allocated schools farther afield requiring length daily journeys.

Councillor Stephen Giles-Medhurst

- Consultation on the expansion of the Waterdale Waste Recycling and Transfer Station in Garston has now closed. Consultation was on development for an additional building adjacent to the existing site to help better manage the impacts of the existing operation.

### 308. Chief Officer & Clerk's Report

#### i. Members Attendance - Six Month Rule

The Chief Officer & Clerk advised that no members were at risk of breaching the "six month rule" until the March 2022.

#### ii. Protocol for Recording an Apology at Parish Council and Committee Meeting

It was proposed by Councillor John Swallow, seconded by Councillor Ruth Clark and RESOLVED that the draft ALPC Protocol for Recording an Apology at Parish Council and Committee Meetings be adopted with the following changes:

Abbots Langley Parish Council Protocol for Recording an Apology at Parish Council and Committee Meetings

- Apologies must be received by the Chairman of the meeting or the Chief Officer & Clerk to the Council (or his/her delegates at the meeting) via email or voice mail at least one hour prior to the start of the meeting.
- Apologies received at least one hour prior to the start of the meeting are recorded in the minutes as "apologies received and accepted". Any reasons given in the apologies will be recorded as requested.
- Apologies received after this time are recorded in the minutes as "late apologies received".

The decision was unanimous.

#### iii. Abbots Langley Tennis Club - Club Supreme

Members noted the Clerk's update.

#### iv. Small Grants Awarded

Members noted the Clerk's update.

#### v. Diary Dates

Members noted the Clerk's update.

#### vi. Absence from Office

Members noted the Clerk's update.

### 309. Monthly Statement of Accounts

It was proposed by Councillor Stephen Giles-Medhurst and seconded by Councillor John Wyatt and RESOLVED that the Statement of Accounts for October & November & December 2021 as notified to the Council be approved and published on the Parish Council's website.

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

It was proposed by Councillor Jane Lay and seconded by Councillor Robin Powell and RESOLVED that as the following matters related 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, s100m and 102.

311. Staffing Matters

i. Delegation of Authority - Chief Officer & Clerks Absence

It was proposed by Councillor Stephen Giles-Medhurst and seconded by Councillor Jane Lay and RESOLVED that the revised Delegation of Authority - Chief Officer & Clerks Absence policy be adopted with agreed amendments to correct Clerk's title.

ii. Staffing Matters

Members noted staff role changes agreed at December 2021 Staffing Committee, Min 250, 251, 252.

The meeting closed at 9:01 pm.

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

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