

## Abbots Langley Parish Council

Minutes of the Parish Council Meeting held on Monday 9<sup>th</sup> May 2022 at 7.30 pm Abbots Langley Parish Council, Council Office, Langley Road, Abbots Langley, WD5 0EJ.

Those Present:

Chairman: Councillor Stephen Giles-Medhurst

Vice Chairman: Councillor Jane Lay

Councillors: Councillor Jon Andrews  
Councillor Ruth Clark  
Councillor David Major  
Councillor Robin Powell  
Councillor Owen Roe  
Councillor Jon Swallow  
Councillor Jon Tankard  
Councillor John Wyatt

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

Police:

Others: Mr Peter Warman - Chairman of the Neighbourhood Plan Steering Group

The meeting opened at 7:30 pm.

### 1. Election of Chairman

It was proposed by Councillor Jane Lay, seconded by Councillor Robin Powell and RESOLVED that Councillor Stephen Giles-Medhurst be elected Chairman for the municipal year 2022-2023.

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

The Chairman welcomed all the newest member, Councillor Jon Andrews, and asked that he introduce himself.

### 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 Chief Officer & Clerk as Proper Officer of the Council.

### 3. Apologies for absence

Apologies were received, accepted and recorded from Councillor Sara Bedford, Councillor Liz Burns, and Councillor Simon Stanley (all unavailable).

Sergeant Jon Brown advised the Chief Officer that he was unable to attend the meeting.

### 4. Public Participation

None.

### 5. Hertfordshire Police

*(Update provided via email to the Chief Officer & Clerk)*

ASB is down on the previous year.

Despite a few previous spates of theft from motor vehicle and vehicle interference offences we have not seen a further large scale repeat of this and we are actively tackling this through our Project Insecure. This involves Abbots Langley Safer Neighbourhood Team going out on mass and trying car door handles to identify insecure vehicles. If vehicles are

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insecure we are then speaking with the owners and providing crime prevention advice. Far better for us to find the vehicles insecure than a criminal!

We have had a few vehicles stolen over the last few months which have predominantly been keyless car thefts which is a national issue and not something unique to Abbots Langley.

### 6. Declarations of Interest

None.

### 7. Election of Vice Chairman

It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor John Wyatt and RESOLVED that Councillor Jane Lay be elected Vice-Chairman for the municipal year 2022-2023.

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 Stephen Giles-Medhurst and RESOLVED that the following members were appointment to serve on outside bodies for the municipal year 2022-2023.

Community Centre Management Committee (x2) - Councillors Sara Bedford & Ruth Clark

Joint Committee of Parish Councils - Chairman, Leader and Chief Officer & Clerk  
Abbots Langley History Society - Councillor Jane Lay

Three Rivers District Council Environmental Forum - Councillor Jon Tankard with Councillor Robin Powell as substitute

Abbots Langley Carnival Committee - Councillor Jane Lay

Evergreen FC Management Committee - Councillor Sara Bedford

Henderson Hall, Managing Trustees Contact - Councillor Jane Lay

Hertfordshire Association of Parish and Town Councils Exec. Committee - No appointment was made.

### 9. Election of Committees

It was proposed by Councillor Jane Lay, seconded by Councillor Stephen Giles-Medhurst and RESOLVED that members be assigned to committees as detailed below:

Planning & Highways Committee (8)      Councillor Jean Bowman  
Councillor Jane Lay  
Councillor David Major  
Councillor Robin Powell  
Councillor Owen Roe  
Councillor Jon Tankard  
Councillor John Wyatt  
Councillor Roxanne Yau

Leisure Committee (9)      Councillor Jon Andrews  
Councillor Sara Bedford  
Councillor Jean Bowman  
Councillor Liz Burns  
Councillor Ruth Clark  
Councillor Jane Lay  
Councillor Simon Stanley  
Councillor John Wyatt  
Councillor Roxanne Yau

Finance & Admin. Committee (7)      Councillor Sara Bedford  
Councillor Liz Burns  
Councillor Jane Lay

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	Councillor Robin Powell
	Councillor Owen Roe
	Councillor John Swallow
	Councillor Jon Tankard
Staffing Committee (6)	Councillor Liz Burns
	Councillor Stephen Giles-Medhurst
	Councillor Jane Lay
	Councillor David Major
	Councillor Robin Powell
	Councillor John Swallow
Review Panel (7)	Councillor Sara Bedford
	Councillor Jean Bowman
	Councillor Ruth Clark
	Councillor David Major
	Councillor Simon Stanley
	Councillor John Swallow
	Councillor Roxanne Yau

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 Ruth Clark, seconded by Councillor John Swallow and RESOLVED that committee Chairman be appointed as follows:

- Planning & Highways Committee - Councillor Jon Tankard.
- Finance & Administration Committee - Councillor Liz Burns.
- Leisure Committee - Councillor Jane Lay.
- 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 Jane Lay, seconded by Councillor David Major and RESOLVED that payment by variable Direct Debits and BACS was approved for the following.

- i. Direct Debits
  - Allstar (Vehicle fuel cards)
  - Castle Water (Business waste water & sewerage)
  - Dayla (Drinks supplier)
  - E.ON Next - Gas
  - Information Commissioner (Data Protection registration)
  - Legal & General - IHLI (new)
  - Sage Cover
  - Scottish Power - Electricity all sites
  - SOHO Voice Over IP (new)
  - Southern Communications
  - Three Rivers District Council (Business rates and other misc. payments)
  - Vehicle Tax (new)
  - Virgin Media (Office Broadband)
  - Vodafone
  - Worldpay - Streamline/Cardsave (Card payment terminals)
- ii. BACS
  - Staff salaries
  - HCC Pension Contributions

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HM Revenue & Customs (Income Tax, Employer and Staff NI contributions)

13. List of Deeds and Property Records in the Custody of the Council & its Solicitors  
Members noted the above reports.

14. To confirm the Minutes of the Parish Council Meetings

It was proposed by Councillor Jon Tankard, seconded by Councillor Ruth Clark and RESOLVED that the minutes of the meeting held on 7<sup>th</sup> March 2022, 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.

15. 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 - 9<sup>th</sup> March, 30<sup>th</sup> March, 20<sup>th</sup> April 2022

Leisure Committee - 13<sup>th</sup> April 2022

Finance & Administration Committee - 25<sup>th</sup> April 2022

16. Annual Parish Meeting

Members noted the draft minutes of the above.

17. Past Chairman's Report

The Chairman thanked members for attending Chairman's reception. He also thanked Councillor Robin Powell for acting as master of ceremonies at the reception, and WBOS for their sponsorship of the event.

The Chairman stated he was pleased to be able to give out civic awards once again this year as he felt the awards were a fitting tribute to significant support and effort within the community to help others throughout the pandemic.

The Chairman attended the following events:

- Chairman's Reception - 2<sup>nd</sup> March 2022
- Queen's Green Canopy - 22<sup>nd</sup> April 2022, unveiled tree planted at WBOS as part of the Queen's Green Canopy initiative to commemorate the Queen's Platinum Jubilee. The tree was unveiled by the Chairman and Robert Voss, Lord Lieutenant of Hertfordshire.

18. Calendar of Meetings

Members noted the additional Parish Council meeting to be held on 22<sup>nd</sup> June 2022 @ 7:00pm, prior to the Leisure Committee meeting for the purpose of approving the Annual Governance & Financial Statement.

19. Neighbourhood Plan Steering Group Report

Members noted the report and the outline work programme to complete the Abbots Langley Neighbourhood Plan.

20. District and County Council Member's Reports

Councillor Ruth Clark

No Update.

Councillor David Major

No Update

Councillor Jon Tankard

Councillor Jon Tankard was re-elected as a Three Rivers District Councillor in the Gade Valley Ward.

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Residents are unhappy with the degraded state of Watford Community Housing. General neglect appears to be the main issue. Councillor Tankard is pursuing the matter.

Councillor Stephen Giles-Medhurst

General update on the results of the Three Rivers District election:

- Councillor Sara Bedford was re-elected as a the representative for Abbots Langley & Bedmond Ward.
- Councillor Khalid Hussain was elected in Gade Valley along with Councillor Jon Tankard. Councillor Kevin Raeburn was elected in Leavesden ward.

Waterdale waste station expansion will come before Three Rivers District Council in September 2022. Warner Brothers site expansion will coming before Three Rivers District Council in September / October 2022.

21. Chief Officer & Clerk's Report

i. Queen's Platinum Jubilee Beacon Event

Members noted the Chief Officer & Clerk's report.

Councillor Robin Powell has agreed to read out the official citation before the lighting of the Queen's Jubilee Beacon. Officers to coordinate details with him.

It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor John Wyatt and RESOLVED that the approved budget for the Queen's Jubilee Beacon Event, initially set at £5000 (Parish Council, Jan 2022, min 306) be increased by £2000 to £7000 to cover event and ancillary costs. A vote was taken and all members were in agreement. As with the original sum, this sum to be taken from the Open Spaces Projects Earmarked reserve, with expenses to be reviewed and approved by the Chief Officer & Clerk under delegated authority.

ii. Financial Grants 2022-2023

Members noted the Chief Officer & Clerk's report.

22. Monthly Statement of Accounts

It was proposed by Councillor Ruth Clark and seconded by Councillor Jane Lay and RESOLVED that the Statement of Accounts for March 2022 as notified to the Council be approved and published on the Parish Council's website.

The meeting closed at 20:27 pm.

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

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