

Abbots Langley Parish Council

Minutes of the Parish Council Meeting held on Wednesday 13th September 2023 at 7.30 pm in Council Chambers, Abbots Langley Parish Council, Council Office, Langley Road, Abbots Langley, WD5 0EJ.

Those Present:

Chairman: Councillor Stephen Giles-Medhurst

Councillors: Councillor Susie Arbon
Councillor Ruth Clark
Councillor Elinor Gazzard
Councillor Kareen Hastrick
Councillor Jane Lay
Councillor David Major
Councillor John Swallow
Councillor Jon Tankard
Councillor Marianne Tankard
Councillor Kate Turner
Councillor Vince Watts
Councillor Roxanne Yau

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

Police: Sgt Jon Brown (488)

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

The meeting opened at 7:30 pm.

153. Apologies for absence

- i. Apologies were received, recorded, and accepted from Councillor Kristina Allison, Councillor Sara Bedford, and Councillor Vince Watts (all unavailable).
- ii. No other apologies were received, recorded but not accepted.
- iii. No other absences were received.

154. Declarations of Interest

None.

155. Public Participation

None.

156. Election of Review Panel

(Parish Council 17 May 2023 min 9)

It was proposed by Councillor Jane Lay, seconded by Councillor Elinor Gazzard and **RESOLVED** that the following members be assigned to the Review Panel:

Review Panel (6)	Councillor Kareen Hastrick
	Councillor Ruth Clark
	Councillor David Major
	Councillor Roxanne Yau
	Councillor Susie Arbon
	Councillor Sara Bedford

157. Election of Review Panel Chair

(Parish Council 17 May 2023 min 10)

Abbots Langley Parish Council

It was proposed by Councillor Stephen Giles-Medhurst, seconded by Councillor Jane Lay and **RESOLVED** that Councillor Sara Bedford be appointed as Review Panel Chairman.

158. To confirm the Minutes of the Parish Council Meetings

It was proposed by Councillor Susie Arbon, seconded by Councillor Elinor Gazzard and **RESOLVED** that the minutes of the meeting held on 12th July 2023, 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.

159. Minutes for adoption

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

- i. Planning & Highways Committee – 2nd, 9th, and 30th August 2023
- ii. Finance & Administration Committee – 26th July 2023
- iii. Leisure Committee – 23rd August 2023
- iv. Staffing Committee – 6th September 2023

160. Chairman's Report

Chairman reported that funds from the Chairman's Allowance were used to purchase a Vice Chairman's chain as the ribbon previously used was no longer secure.

Vice Chairman reported attending the following events on behalf of the Parish Council:

- Aug 27th – Tough 10 Cricket Match between ALCC and KLCC
- Aug 28th – Art in the Park event, recipients of a small financial grant from ALPC

Vice Chairman also reported the Chief Officer & Clerk had been invited to present the awards at the Garden Society's Autumn Show on 9th September.

The Vice Chairman will be attending Autumn Fest later in September and Tough 10 in October.

160. Hertfordshire Police

Sgt Jon Brown (488) shared the following updates:

- Staffing –
 - PC Vacancies: One vacancy has been filled and the second vacancy will be filled by the end of October. This means the team will be at a full complement of 4.
 - PCSO Vacancies: There are still PCSO vacancies however the current team of 4 PCSOs is managing well.
- Theft Crime Statistics (YOY Comparison for June to August 2022 vs 2023)
 - Burglary of Dwellings – 3 vs 7, Increase
(Breakdown: 1 canal boat being renovated, 1 house being built, 1 theft of money only, 2 domestic related burglaries, 2 random burglaries)
 - Theft of Motor Vehicle – 12 vs 5, Significant decrease.
(Breakdown: 3 vehicles have been recovered; 1 vehicle was stolen during the sale of the vehicle)
 - Theft from Motor Vehicle – 6 vs 6, Steady
- Incident Statistics –

Abbots Langley Parish Council

- 3 incidents have occurred during the period
(Breakdown: 2 people have been remanded in custody; 1 person has been tried and sentenced).

A question was asked regarding a proposed CCTV at Manor House Skatepark. Sgt Brown stated the police have asked TRDC to install CCTV at Millenium Gardens and the Manor House Skatepark in order to help reduce anti-social and illegal behaviour. Sgt Brown is going to follow-up on this request with TRDC.

Cllr Arbon asked about speed checks in the 20mph zone, specifically in front of the Vine House Surgery. Sgt Brown confirmed speeding is still a priority issue and confirmed speed checks in that area would continue.

161. Final Internal Audit Report 2022-2023

(Referred from the Finance & Administration Committee, 26 Jul 2023 min. 104)

Members noted the Final Internal Audit Report for 2022-2023 has been reviewed by the Finance & Administration Committee and the one recommendation from the auditor was addressed. The recommendation was to add a risk matrix to the ALPC Business and Financial Risk Assessment document, providing a numeric ranking for each risk.

162. Roman Gardens

The resident interested in purchasing land owned by the Council in the Roman Gardens area was unable to attend the meeting. This agenda item was therefore deferred to the next meeting of the Council.

163. Bedmond Sports Pavilion

Council Officers have been working with a number of contractors and the Council's surveyor to obtain a clear understanding of the electric, plumbing and building works required. The current estimate for the cost of works is £80-£90K + VAT. Officers believe this can be reduced to £70-£80K + VAT.

It was proposed by Councillor SGM, seconded by Councillor John Swallow and **RESOLVED** that the cost of the works at Bedmond Sports Pavilion be paid for using CIL funds in the first instance and then Earmarked Reserves in the second instance. Officers were instructed to present a detailed cost breakdown at the next Finance & Administration Committee for approval. Furthermore, the Chief Officer & Clerk was instructed to draft a vision statement for the use of the building by the Community, also for approval at the next Finance & Administration Committee meeting.

It was also agreed post the approval of the vision statement, the Chief Officer & Clerk should publish a notice inviting expressions of interest from organisations interested in leasing the Bedmond Sports Pavilion. Interested parties will be required to complete a form and questionnaire as part of this process providing high level details on the proposed use for the venue and how that will support the Council's vision statement.

In the interim, the Chief Officer & Clerk was asked to post a notice on the Council website and Bedmond noticeboard regarding planned works at the Bedmond Sports Pavilion.

Members thanked ALPC Staff for their efforts to clean and repair the away changing room in order to make it available to the Bedmond Youth Girls FC.

164. Neighbourhood Plan Steering Group Report

Abbots Langley Parish Council

Members noted the report from the Chairman of the Neighbourhood Plan Steering Group.

Mr. Warman expressed frustration at the delay in receiving feedback on the draft ALNP reviewed by Councillors in July. The Chairman stated he had been informed by Cllr Sara Bedford that the councillors needed further discussions before they would be able to provide feedback on the draft plan.

165. District and County Council Member's Reports

Councillor David Major

Cllr Major shared that on Monday the new Hemel Hempstead Crematorium will have its official opening. The Hemel Hempstead Crematorium is managed by the Garston Crematorium as its sister enterprise. The project to design and build the Hemel Hempstead Crematorium was started 5 years ago. Recapped project kicked off 5 years ago to build new crematorium as Garston Crematorium was reaching capacity.

Councillor Jon Tankard

Cllr Tankard requested all councillors read the draft TRDC Local Plan and promote the same to residents to help encourage more residents to respond as part of the upcoming consultation.

Councillor Ruth Clark

Cllr Clark reported the main focus over the summer period had been the draft TRDC Local Plan.

Councillor Stephen Giles-Medhurst

Cllr Giles-Medhurst provided the following update on the TRDC Local Plan process:

- TRDC will meet on 17th Oct to approve draft TRDC local plan.
- If passed, the plan will go out to a Regulation 18 public consultation starting on 27th Oct for 6 weeks.
- Consultation results will then be fed into Regulation 19 which will include consultation on all proposed sites and local plan policies in one document. This is likely to take place in Oct 2024.
- Post Regulation 19, the local plan will go to a government inspector to agree the plan or impose different constraints.
- Notes: The above assumes no change to NPPF. The current TRDC plan does not meet NPPF housing figures.

Cllr Giles-Medhurst also ran through high level details on the sites within the Parish that are being taken forward as part of the draft TRDC Local Plan.

Cllr Giles-Medhurst confirmed that TRDC Planning Policy requires 45% affordable housing per site. Within larger sites, this figure will be higher and contributions required towards local services (eg. medical, play parks, education). He also shared the local plan will include a split of housing units stipulating a percentage cap of 4 bedroom units and increasing the percentage of 2 and 3 bedroom units per development.

Cllr Giles-Medhurst confirmed the Bedmond Data Centre application has been put back due to environmental concerns.

Cllr Giles-Medhurst shared TRDC is looking to bring in a new facility for residents: DRT (Demand Responsive Travel) Plan to be integrated with a dial a ride system.

Abbots Langley Parish Council

Cllr Giles-Medhurst updated members on an on-going national strategic project called EEP Works which will take power from Bushey electricity station to the new data centre in Hemel Hempstead. The installation of the ducting followed by the installation of the cabling will cause on-going roadworks around the parish eg. Horseshoe Lane, through Abbots Langley, Bedmond, etc. resulting in ongoing temporary traffic light installations over the next 6 months.

166. Small Grants Award

Members noted the award of a small grant for £250 to Abbots Langley, Watford and Bushey Community First Responders East of England Ambulance Service NHS Trust to help cover the cost of a new kit for the CFR responder based in Abbots Langley.

167. Monthly Statement of Accounts

It was proposed by Councillor Jane Lay, seconded by Councillor Ruth Clark and **RESOLVED** that the Statement of Accounts for June and July 2023 as notified to the Council be approved and published on the Parish Council's website.

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

It was proposed by Councillor Jane Lay, seconded by Councillor Stephen Giles-Medhurst and **RESOLVED** that as the following matters will consider early stages of legal, contractual, and planning matters 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, s100.

169. Manor Lodge

It was proposed by Councillor Jane Lay, seconded by Councillor Kate Turner and **RESOLVED** that the renewal of the lease of Manor Lodge by the Police and Crime Commissioner for Hertfordshire be granted for six years, for a rental sum of £3000 pa, and that the documents required to effect the lease be signed by two members of the Parish Council, signatures to be witnessed by the Chief Officer & Clerk as the Proper Officer of the Council.

The Chief Officer & Clerk was asked to double check with the solicitors that it is the Office of the Police and Crime Commissioner who will enter into the lease with the Council and not the person, as the individual in this role is elected and could change over the life of the lease agreement. Members also asked the Chief Officer & Clerk to double check with the solicitors that the dates on the lease are correct.

The meeting closed at 8:58 pm.

Signed: _____

Dated: _____