



Edmund de Langley
&
Isabella de Castilla

KINGS LANGLEY PARISH COUNCIL

TO ALL MEMBERS OF THE COUNCIL

You are hereby summoned to the Annual Meeting of the Kings Langley Parish Council to be held on Tuesday 1st May 2018 at the Council Hall, Charter Court, Vicarage Lane, Kings Langley at 8pm to transact the business set out in the following agenda.

Please note that a meeting of the Planning and Licensing Committee will precede this meeting, commencing at 7:45pm.

AGENDA

1. To elect a Chair to hold office until the next Annual Meeting of the Council.
2. To receive the Chair's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received.
3. To decide when any Declarations of Acceptance of Office, which have not been received as provided, shall be received (other Members in the case where there has been an election)
4. To elect a Vice-Chair to hold office until the next Annual Meeting of the Council.
5. Apologies for Absence.
 - 5.1 To receive any apologies for absence.
6. Declarations of Interest.
 - 6.1 To receive any Declarations of Interest related to items on this agenda.
7. To nominate / appoint representatives to serve on outside bodies to hold office until the next Annual Meeting of the Council in accordance with Kings Langley Parish Council Standing Orders:
 - a) Hertfordshire Association of Parish and Town Executive Committee
 - b) Kings Langley Community Association
 - c) Kings Langley Local History & Museum Society
 - d) Community Action Dacorum
 - e) CPRE - The Hertfordshire Society
 - f) The Kings Langley Carnival Committee
 - g) Transition in Kings (TIK).
8. Planning and Licensing Committee:
 - 8.1 To appoint a Planning and Licensing Committee until the next Annual Meeting of the Council.
 - 8.2 To resolve that the Planning and Licensing Committee, in accordance with Kings Langley Parish Council Standing Orders, be given the delegated authority to express the view of the Council to the relevant planning and licensing authority with regard to applications for planning permission and associated planning matters and licensing applications and any associated matters.



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- 8.3 To appoint members to the Planning and Licensing Committee, to serve until the next Annual Meeting of the Council in accordance with Kings Langley Parish Council Standing Orders.
- 8.4 To appoint a Chair of the Planning and Licensing Committee to hold office until the next Annual Meeting of the Council in accordance with KLPC Standing Orders.
- 8.5 To appoint a Vice-Chair of the Planning and Licensing Committee to hold office until the next Annual Meeting of the Council in accordance with KLPC Standing Orders.
9. Personnel Committee:
 - 9.1 To appoint a Personnel Committee to serve until the next Annual Meeting of the Council
 - 9.2 To resolve that the Personnel Committee, in accordance with Kings Langley Parish Council Standing Orders, be given the delegated authority of the Council to take decisions on all personnel matters, with the option of referring to the Council itself any matter upon which it, the Personnel Committee, chooses not to make a decision.
 - 9.3 To appoint members to the Personnel Committee to serve until the next Annual Meeting of the Council in accordance with Kings Langley Parish Council Standing Orders.
10. To inspect leases and title deeds held by the Council
11. To appoint any Working Groups as may be desired, and any Chairs and Vice-Chairs thereto, in accordance with Kings Langley Parish Council Standing Orders.
 - 11.1 Twinning
 - 11.2 Community Award
 - 11.3 Assets (including allotments) and Risks
12. Joint Kings Langley Parish Council / Community Action Dacorum Christmas Lights Festival Committee.
 - 12.1 To appoint person(s) to represent Kings Langley Parish Council in accordance with the adopted terms of reference.
13. Village Gardens' Competition.
 - 13.1 To note the date for the competition.
 - 13.2 To agree persons to organise and judge the competition.
14. Public Participation / Question Time (maximum of 3 minutes per person, 15 minutes in total). If members of the public wish to speak at the meeting, would they please contact the Clerk to the Council 24 hours in advance.
15. Police Matters and Other Services.
 - 15.1 Local Police Community Team Reports for April 2018 (to follow).
 - 15.2 Police & Crime Commissioner's Newsletter / Corporate Communication Report (if received).
 - 15.3 Neighbourhood Watch
 - 15.3.1 "OWL" Communications (previously issued)
 - 15.4 Any other matters



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16. Hertfordshire County Council Matters (County Cllr Roberts).
 - 16.1 To receive any updates on Highways matters (Cllrs Button & Jackson / Cllr Roberts)
 - 16.2 Any other matters
17. Minutes.
 - 17.1 To confirm the minutes of the meeting(s) held on 3rd April 2018 (enclosed).
18. Matters Arising from the above minutes (not elsewhere on the agenda).
19. Reports:
 - 19.1 Standing Committees.
 - 19.1.1 Planning & Licensing Committee.
To adopt the minutes of the following meeting(s) as a true record: 20th March and 3rd April 2018 (previously issued and approved by Committee on 17th April 2018)
 - 19.2 Chair's Report
 - 19.3 Report from Chairs of other committees / groups.
 - 19.4 Clerk's Report / action list
 - 19.5 Village Warden's Activities, Priorities and Planning
20. Financial Matters.
 - 20.1 Schedule of Payments for March (additional / corrections) and April 2018 (enclosed).
 - 20.1.1 Resolution to authorise payments in the sums of £10.27 and £11,500.01, respectively.
 - 20.2 Examination of the Council's Bank Account Statements (as at 31st March 2018) and the signing a statement to that effect.
 - 20.3 Income and Expenditure Statements 2017-18.
 - 20.3.1 To receive the latest updates (as at 31st March 2018) (enclosed) and the signing a statement to that effect.
 - 20.4 Examination of the Council's Bank Reconciliation Statement (as at 31st March 2018) (enclosed) and the Chair to sign the statement.
 - 20.5 Annual Risk Assessment and Management (for the period 1st April 2017 to 31st March 2018).
 - 20.5.1 The Accounts and Audit (Amendment) (England) Regulations 2006 require the Council to review its risks and minute it. Members are asked to consider the enclosed assessment.
 - 20.6 Asset Register
 - 20.6.1 To note the contents of and consider and agree any changes to the Council's Asset Register. See enclosed.
21. Dacorum Borough Council, Hertfordshire County Council Matters (Other) and other authorities.
 - 21.1 Dacorum Borough Council.
 - 21.1.1 Cllrs Anderson and McLean – Reports and Members' questions.
 - 21.2 Hertfordshire County Council (not requiring the presence of Cllr Roberts).
 - 21.3 Affinity Water
 - 21.3.1 Draft Business Plan and Water Resources Management Plan
– Statutory 5-year Public Consultation and Stakeholder Forums (see enclosed)



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22. Members Items / Reports and Questions (not included elsewhere).

22.1 Portfolios and Vision Group.

22.1.1 To receive any reports on the following:

Member	Vision	Geographical area
Cllr Anderson		
Cllr Angiolini		Abbots Rise area
Cllr Button	Transport / Highways	The Common, Vicarage Lane / Langley Hill / Great Park
Cllr Collins	Business / Communications	Hempstead Road areas
Cllr De Silva		Blackwell Road area
Cllr Jackson	Communications	Coniston area
Cllr Johnson	Leisure / Village Garden / Allotments / Litter picks	Watford Road area
Cllr McLean		
Cllr Morrish	Local environment	Rucklers area
Cllr Rogers	Business	High Street area

Note: The next litter pick is scheduled for 27th May 2018.

22.2 Other items

22.2.1 Rucklers Lane shrub / flower bed working group (Cllr Morrish) - update

23. Kings Langley Parish Council Representation on Outside Bodies - to receive Members' reports.

23.1 Transition in Kings (TIK) (Cllr Morrish).

23.2 The Parish Paths Partnership (Cllrs Morrish & Rogers)

23.3 Kings Langley Community Centre (Cllrs Collins & Rogers)

23.4 Others

24. High Street Surgeries

24.1 To consider the arrangements for the surgery of 16th June 2018.

25. Other Matters

25.1 Kings Langley Allotments and Gardens Association (KLAGA).

25.1.1 To consider the email from the Chairman of the above regarding greenhouse rules and agree a way forward.

25.2 General Data Protection Regulations (GDPR)(See enclosures)

25.2.1 To consider:

- The appointment of the Council's Data Protection Officer
- The Data Protection Audit
- A Data Protection Policy, Register and other documents

26. Any Other Business (Not Requiring Formal Decision).

Paul Dunham,
Clerk to the Council, 25th April 2018