



# KINGS LANGLEY PARISH COUNCIL

**MINUTES of the Meeting held on Tuesday 6<sup>th</sup> June 2017** at the Council Hall, Charter Court, Vicarage Lane, Kings Langley.

Present: Cllrs Anderson, Angiolini (Vice-Chair), Button (Chair), Collins, De Silva, Jackson, Johnson, McLean, Morrish and Rogers.

Also Present: Mr Paul Dunham, Clerk to the Council; PCSO Ian Martin

A minute's silence was held in respect of the victims of the recent Manchester and London atrocities.

1. Apologies for Absence.

1.1 None. All Members were present.

2. Declarations of Interest.

2.1 There were none.

3. Public Participation.

3.1 There were no members of the public present for this item.

4. Police Matters and Other Services.

4.1 PCSO Martin reported on the following 11 crimes recorded for May 2017:

Reported Crime	Incidence	Details
Burglary, dwelling	1	Watford Road
Theft from Motor Vehicle	1	Red Lion Lane
Damage or Destroy <£5k	2	Wayside Farm – sign damaged Home Park Mill Link Road – car “keyed”
Drug related	2	
Other crimes	5	Texaco service station – drive off (2) Langley Hill – bath tub stolen Shendish – metal barrel containing cooking oil Rose and Crown – tables & chairs
<b>Total</b>	<b>11</b>	

4.1.1 Cumulative and average data was also provided.

4.1.2 There were 15 crimes reported in the previous month (April 2017)

4.2 The Corporate Communications Team Report April 2017.

4.2.1 The report had not been received.

4.3 Neighbourhood Watch.

4.3.1 “OWL” Communications.

“OWL” reports / emails had been forwarded to Members.



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- 4.3.2 Cllr Jackson reported that some of the new Businesswatch and Neighbourhood Watch signs had been installed, but there were more to be done.
- 4.3.3 Cllr Collins expressed his concerns, once again, about the speed of traffic on Hempstead Road. PCSO Martin responded that it might be worth reconsidering the adoption of the “Drivesafe” scheme where groups of volunteers operate speed cameras, which had been successful elsewhere in Dacorum, e.g. Bovington. But there were still concerns that this would be too confrontational.

## 4.4 Other Matters.

- 4.4.1 “Cold calling”. Cllr Angiolini expressed his concern and that of several of his near neighbours regarding a recent survey carried out by Mori on behalf of Hertfordshire County Council. The Mori staff were “cold calling” and even asked if they could enter homes to carry out the survey. The complainants had been very disturbed by this and felt that it was very bad practise, and he agreed, especially in view of all the advice (including that from the County’s own Trading Standards) against opening one’s door to strangers. Cllr Angiolini had contacted Hertfordshire County Council and County Councillor Roberts, but his concerns were not shared. Members, though, agreed with Cllr Angiolini, and the Clerk undertook to write to the appropriate body.

## 5. Hertfordshire County Council Matters (1)

### 5.1 Highways Matters

- 5.1.1 County Councillor Roberts had given his apologies.
- 5.1.2 Safety and Restoration of the Coniston Road to former Eagle footway. Cllr Morrish had contacted Cllr Roberts regarding the poor state of the footway and sought the Members’ endorsement to include it on “the list of work to be done”. Whilst Members were supportive that it should be included for consideration, it was felt that any further action should wait until the full list of proposed / requested works could be examined and prioritised.
- 5.1.3 No further report.

### 5.2 Any other matters

- 5.2.1 Cllr Collins complained that the road hump on The Nap by the community centre was in a poor and (he considered) dangerous state and had been for some considerable time. The Clerk responded that the Parish Council and (he was aware that) several others had reported this. Cllr Anderson responded that he had written to Cllr Roberts and the new Highways portfolio-holder at Hertfordshire County Council regarding this, similar instances and general “unacceptable neglect” of the Highways in Kings Langley.

## 6. Minutes of Previous Meeting(s) held on 2<sup>nd</sup> May 2017.

- 6.1 It was proposed, seconded and RESOLVED:  
That the minutes of the meetings held on 2<sup>nd</sup> May 2017 be adopted as a true record.
- 6.2 The Chair then signed the Minutes.



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## 7. Matters Arising.

7.1 There were none.

## 8. Reports.

8.1 Standing Committees.

8.1.1 Planning & Licensing Committee.

8.1.1.1 Minutes of the meetings of 18<sup>th</sup> April and 2<sup>nd</sup> May 2017, as approved by Committee on 16<sup>th</sup> May 2017.

8.1.1.2 It was proposed, seconded and RESOLVED:

That the minutes of the meetings held on 18<sup>th</sup> April and 2<sup>nd</sup> May 2017 be adopted as a true record.

8.2 Chair's Reports

8.2.1 The Chair reported that the Council's defibrillator had now been installed on the High Street bus stop shelter.

8.3 Reports from Chairs of other Committees / Groups - no reports.

8.4 Clerk's Report / Action List

8.4.1 The Clerk reported that his main activity in the last few weeks was the year end accounts and preparation for the audit, which would be starting the following Monday.

8.5 Village Warden's Activities, Priorities and Planning.

8.5.1 Cllr McLean asked that the Warden could cut back the shrubs on the Hempstead Road bed so that the carnival banner could be displayed. The Clerk agreed to request this of the Warden.

8.5.2 Members were reminded that Dacorum Borough Council had been asked by Cllrs McLean and Anderson to empty the bottoms of the bins in the High Street. Cllr McLean undertook to chase this but asked if the Warden would first check to see if it had been done.

## 9. Finance Matters

9.1 Schedule of Payments for May 2017.

9.1.1 It was proposed, seconded and RESOLVED:

That the payment schedule for May 2017 in the sum of £11,560.86 be adopted, and that the Clerk be authorised to issue the appropriate payments.

The Chair then signed the schedule of payments.



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9.2 Examination and signing of the Council's Bank Account Statements (as at 30<sup>th</sup> April 2017).

9.2.1 The Chair examined the Council's bank account statements and signed a statement to that effect on behalf of the Members that the balances as at 30<sup>th</sup> April 2017 were:

Current Account:	£5,000.00
Reserve Account:	£155,788.13
NS&I Investment Account:	£44,640.44

9.3. Accounts 2016-17 - Virements and Fund Transfers.

9.3.1 Cllr Anderson provided a brief introduction to this item.

9.3.2 It was then proposed, seconded and **RESOLVED:**

That the following list of Virements and Fund Transfers be made, subject to audit, for the year ended 31st March 2017:

	Budget	Proposal	Notes
	£	£	
<b>EXPENDITURE</b>			
Transfer to Achiet-le-G T Fund	0.00	2,150.00	Using revenue & need much more re commemorations.
Transfer to Projects Fund	5,000.00	1,750.00	Do not need as much to sustain projects.
<b>ADMINISTRATION</b>			
Transfer to Elections Fund	600.00	600.00	
Transfer to IT Fund	500.00	2,150.00	Need much more for 1-off transformation project.
<b>CHARTER COURT COSTS</b>			
Transfer to Charter Court Fund	2,500.00	2,500.00	
<b>CHRISTMAS FESTIVAL</b>			
Transfer to Christmas Lights Fund	750.00	750.00	
<b>CONCURRENT SERVICES</b>			
Transfer to Warden Van Fund	1,250.00	1,250.00	
Transfer to Concurrent Maintenance Fund	3,500.00	6,750.00	Need much more re the spending.
<b>Revenue Sub-Total</b>	<b>14,100.00</b>	<b>17,900.00</b>	
<b>BALANCES</b>			
Transfer to Charter Court Fund	0.00	0.00	
Transfer to Projects Fund	0.00	0.00	
<b>Funds Sub-Total</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total</b>	<b>14,100.00</b>	<b>17,900.00</b>	



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9.4 To consider a request for a contribution towards the Kings Langley Fire Station Open Day on 31<sup>st</sup> May.

9.4.1 It was proposed, seconded and **RESOLVED**:

That the Kings Langley Fire and Rescue Service be granted £50 in support of its fire station open day.

9.5 Annual Risk Assessment and Management (for the period 1<sup>st</sup> April 2016 to 31<sup>st</sup> March 2017).

9.5.1 The Accounts and Audit (Amendment) (England) Regulations 2006 require the Council to review its risks and to minute it. The Clerk highlighted some minor amendments, in particular under “Staff” where he suggested that to further mitigate against the loss of key personnel there should be an administrative handbook covering all of the activities performed by the staff. After further examination of the Risk Assessment and Management Statement, it was:

Proposed, seconded and **RESOLVED** that:

That the Annual Risk Assessment and Management (for the period 1st April 2016 to 31st March 2017) review had been satisfactorily completed.

9.5.2 It was acknowledged that the production of the handbook would involve a lot of the Clerk’s time.

9.6 Asset Register as at March 2017

9.6.1 The Clerk informed Members where amendments had been made to the register, which were highlighted on the document. The Clerk reminded Members that the Council had to maintain an asset value for the accounts and audit, and a separate value for insurance / replacement purposes.

9.6.2 Cllr Rogers questioned the reasons for insuring the war memorial as it appeared to be a large element of the cost. The Clerk explained the historical reasons for this; Cllr Anderson asserted that the major cost of the Council’s operational insurance would be person related (e.g. the Public Liability cover of £12m) rather than the assets covered in the register. The Chair stated that he would not be happy to remove the war memorial from insurance cover and the other Members agreed.

9.6.3 The Council reviewed, noted and agreed the contents of the Asset Register.

9.6.4 Cllr Anderson thanked the Clerk for his good work in preparing the asset register.

10. Dacorum Borough Council and Hertfordshire County Council Matters.

10.1 Dacorum Borough Council.

10.1.1 No reports

11. Members Items and Questions.

11.1 “Portfolios”

11.1.1 Geographical areas:



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High Street area	Cllr Rogers
Coniston area	Cllr Jackson
Watford Road area	Cllr Johnson
Hempstead Road area	Cllr Collins
Abbots Rise area	Cllr Angiolini
Rucklers area	Cllr Morrish
Great Park area	Cllr Button
Blackwell Road area	Cllr De Silva
The Common, Vicarage Lane / Langley Hill	Cllr Button

- a) Cllr Rogers reported that the inaugural meeting to discuss a possible Chamber of Commerce would be on 19th June.
- b) Cllr Morrish reported that there was kerbing work outside the Red Lion. Cllr Anderson explained that this was for safety reasons as the current kerbs would not stop a vehicle.
- c) Cllr Morrish was concerned with the state of the Rucklers Lane railway bridge and was in communication with Network Rail. Cllr Anderson added that the bridge was supposed to have a safety inspection every 4 years.

## 11.2 The Village Garden / Allotments (Cllr Johnson)

- 11.2.1 Cllr Johnson reported that attempts to destroy the ivy using weed killer had been unsuccessful and that this was probably because it was far too well established and tree-like in many places. He then proposed that it might be better to firstly try to break it up with a digger and to then use weed killer. He added that he had received an estimate for this work of about £300. It was agreed that Cllr Johnson proceed with this.

## 11.3 Litter picks (Cllr Johnson) – next litter pick – 25<sup>th</sup> June 2017.

- 11.3.1 It was agreed that this litter pick be cancelled, especially as Cllr Johnson was unavailable on holiday.

## 11.4 Rucklers Lane shrub / flower bed working group

- 11.4.1 Cllr Morrish reported that he and Cllrs McLean, De Silva, Anderson and Angiolini and the Clerk had met on-site. It was agreed that the removal of the telephone box should be raised with BT, as it had not been working for some while, before consideration is then given to the specification of requirements, for which ideas and quotes would then be sought. It was also agreed that the suggestion that a safety rail be removed was dropped.

## 12. Kings Langley Parish Council Representatives on Outside Bodies.

### 12.1 Transition in Kings (TIK)

- 12.1.1 No report.

### 12.2 Parish Paths Partnership (PPP)

- 12.2.1 Cllr Morrish reported that the grant payment had been requested, that he had been in contact with the Canal and Rivers Trust about placing one of the Kings Langley map “lecterns” near the canal, and that Mykings would also be promoting the map availability.



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## 13. Vision Group.

### 13.1 Chair / Leader's report

#### 13.1.1 No report.

### 13.2 Sub-group reports

#### 13.2.1 Communication

Cllr Jackson reported on the first meeting of those interested the production of a village newsletter had taken place and had been well supported, and that there was also a positive response from Kings Langley School. There was to be a sub-group meeting led by Cllr Rogers to financial, legal and structural issues.

The next meeting was to be at Kings Langley School on 27<sup>th</sup> June.

Cllr Collins added that there were 4 Councillors and 11 others present and he felt that it was very positive.

#### 13.2.2 Transport

No report.

#### 13.2.3 Local Environment

No report.

#### 13.2.4 Local Business

Cllr Rogers added that for the Chamber of Commerce meeting it was important the he and the Council remained independent. Members agreed.

#### 13.2.5 Recreation / Leisure

Cllr Johnson reminded Members that the carnival was on the 24<sup>th</sup>, with an 8am start for the organisers and volunteers.

## 14. High Street Surgeries

14.1 Cllrs Johnson and Morrish would be conducting the surgery. The hoardings outside the former sorting office were also due to be painted. Cllr Anderson added that the "yarn bombing" would be taking place in July.

## 15. Other Matters.

### 15.1 Website

15.1.1 There was a general discussion about the way forward and the outcome was that there appeared to be a viable supplier. Cllr Button undertook to contact the company. The Clerk added that he would like to see some reference sites.

### 15.2 Barnes Lane hedgerows

15.2.1 It was agreed that this should be referred to Cllr Roberts because the arrangements for hedge cutting in this area were between Hertfordshire County Council and the contractor (usually the farmer), and he had been involved with this on previous occasions. Cllr Jackson added that the hedgerows near the M25 Junction 20 had received similar harsh treatment.



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16. Any Other Business.

- 16.1 Cllr Angiolini reported that he had received a request for a bench to be placed on the grass bank on Vicarage road by The Glebe. It was agreed that the ownership of the land would need to be established before this could be progressed.
- 16.2 It was agreed that there would be a further meeting to consider the website after the next Planning and Licensing Committee meeting

Meeting closed.