



Edmund de Langley
&
Isabella de Castilla

KINGS LANGLEY PARISH COUNCIL

MINUTES of the Annual Meeting of the Council held on Tuesday 21st May 2019 at the Council Hall, Charter Court, Vicarage Lane, Kings Langley.

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

Also Present: Paul Dunham, Clerk to the Council.

1. Election of Chair

1.1 Cllr Button opened the meeting by welcoming those present. He then called for nominations for the election of the Chair for the forthcoming year. Councillor Button was nominated by Cllr Angiolini and this was seconded by Cllr McLean. There were no other nominations.

1.2 It was, therefore, RESOLVED:

That Cllr Button be appointed Chair of the Council for the forthcoming year.

1.3 Cllr Button thanked his fellow Councillors for their support.

1.4 Cllr Button added that during this forthcoming term he would like to promote a more positive presentation of the village and the good work of the Parish Council and its associates. Cllr McLean asked how he planned to publicise this particularly for those who did not use social media etc. It was suggested that the Council should resurrect its regular report to the local (village) newspapers. Cllr Morrish added that the recent parish plan contained useful information that could inform this process.

2. Chair's Declaration of Acceptance of Office.

2.1 Cllr Button signed the Chair's Declaration of Acceptance of Office.

3. Declaration of Acceptance of Office of Members.

3.1 All Members had completed their Declarations apart from Cllr Rogers who was not present.

4. Election of Vice-Chair.

4.1 It was proposed by Cllr McLean and seconded by Cllr Morrish, and RESOLVED:

That Cllr Angiolini be appointed Vice-Chair of the Council for the forthcoming year.

5. Apologies for Absence.

5.1 Cllr Rogers. Cllr Anderson also gave his apologies, although he arrived later. County Councillor Roberts and PCSO Martin also gave their apologies.



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6. Declarations of Interest

6.1 There were none.

7. Appointment of Representatives on Outside Bodies

7.1 It was proposed, seconded and RESOLVED:

That the following appointments be made for the forthcoming year:

- a) Hertfordshire Association of Parish and Town Councils (HAPTC) – None.
It was agreed that the Clerk would contact The Hertfordshire Association of Parish and Town Councils (HAPTC) to ask if they would come to one of our meetings to talk about the organisation and its work.
- b) Kings Langley Community Association – Cllrs Collins and Rogers.
- c) Kings Langley Local History & Museum Society - Cllrs Anderson and De Silva.
- d) Kings Langley Dacorum Council for Voluntary Service Committee - Cllr Angiolini.
- e) CPRE, The Hertfordshire Society – Cllr Rogers.
- f) The Kings Langley Carnival Committee – Cllrs Angiolini, Johnson and McLean.
Cllr Button would also be available to assist in various activities.
- g) Transition in Kings (TIK) – Cllr Morrish.

7.2 Members also considered whether they wished to nominate representatives, and if so, whom, to the following:

- a) Kings Langley and District Residents' Association - Cllrs Johnson, Rogers (current members) and Hubberstey were nominated.
- b) The Village News Committee - Cllrs Johnson and Hubberstey were nominated.

8. Appointment of Planning & Licensing Committee

8.1 It was proposed, seconded and RESOLVED:

- a) To appoint a Planning and Licensing Committee until the next Annual Meeting of the Council, in accordance with Kings Langley Parish Council Standing Orders.
- b) That the 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 Authority with regard to applications for planning permission, licensing applications and associated matters.
- c) That Cllrs Anderson, Angiolini, Button, De Silva, Johnson, McLean and Rogers, and Cllrs Morrish and Hubberstey as a safeguard to ensure a quorum, be appointed to serve on the Committee in accordance with Kings Langley Parish Council Standing Orders until the next Annual Meeting of the Council.
- d) That Cllr Angiolini (proposed by Cllr Anderson, seconded by Cllr De Silva) be appointed Chair of the Planning and Licensing Committee to hold office until the next Annual Meeting of the Council in accordance with Kings Langley Parish Council Standing Orders.



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- e) That Cllr De Silva (proposed by Cllr Angiolini, seconded by Cllr McLean) be appointed Vice-Chair of the Planning and Licensing Committee to hold office until the next Annual Meeting of the Council in accordance with Kings Langley Parish Council Standing Orders.

9. Appointment of Personnel Committee

9.1 It was proposed, seconded and RESOLVED:

- a) To appoint a Personnel Committee until the next Annual Meeting of the Council in accordance with Kings Langley Parish Council Standing Orders.
- b) That the 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, chose not to make a decision.
- c) That Cllrs Anderson, Angiolini, Button and McLean be appointed to serve on the Committee in accordance with Kings Langley Parish Council Standing Orders until the next Annual Meeting of the Council. It was noted that the Chair (Cllr Button) and Vice-Chair (Cllr Angiolini) are ex officio members of this Committee.

10. Inspection of Leases and Title Deeds

10.1 On behalf of the Council, the Chair inspected correspondence from the Council's Solicitor confirming that (on behalf of the Council) he held the Title Deeds for the Village Garden, Sunderland's Field Allotments and Charter Court, Vicarage Lane and the licence for land outside the (former) Royal Mail Sorting Office.

11. Additional Working Groups

11.1 It was proposed, seconded and RESOLVED:

- a) To appoint a Twinning Working Group until the next Annual Meeting of the Council and that its Members be Cllrs Anderson, Angiolini, De Silva and Johnson.
- b) To appoint a Community Award Working Group until the next Annual Meeting of the Council and that its Members be Cllrs Angiolini and Button.
- c) Not to appoint an Environment Working Group as its activities are being covered under the Vision initiative.
- d) To appoint an Assets and Risks Working Group, to consider assets, property, allotments, insurance etc. and that its Members be Cllrs Angiolini, Button and Johnson.
- e) To appoint a Vision Working Group.

11.1.1 The Clerk commented that, although not directly related to WW1 commemorations, for which the Council's association with Achiet le Grand is noted, there are plans, nationally, to commemorate the 75th anniversary of VE Day in 2020.



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12. Joint Dacorum Council for Voluntary Service / Kings Langley Parish Council Christmas Lights Festival Committee

12.1 It was proposed, seconded and RESOLVED:

The Kings Langley Parish Council representatives to serve on the Joint Christmas Lights Festival Committee until the next Annual Meeting of the Council be Cllrs Angiolini and Johnson, with the possible addition of Cllr Hubberstey.

13. Village Gardens' Competition.

13.1 Cllr Angiolini confirmed that the judging for the competition would be Saturday July 27th. He added that this date had been agreed with Terry Simmonds, and that, because Garden Scene had now closed, the new sponsors of the competition were FlowerHouse.

13.2 It was agreed that the organisers should be Cllrs Angiolini and Johnson.

14. Public Participation.

14.1 There were no members of the public present.

15. Police Matters and Other Services.

15.1 PCSO Martin was unable to be present, but had provided details of the 6 reported / recorded crimes for April 2019, as follows:

Reported Crime	Incidence	Details
Burglary, other	1	High Street (Lunch Box) – charity box taken
Theft from Motor Vehicle	2	Langley Hill car park – theft of tools from van (2)
Damage or Destroy <£5k	1	Kings Langley Community Centre – window broken (offender known)
Theft from shop	1	Spar
Other crimes	1	Home Park Mill Link Road / footpath - fly tip
Total	6	

15.1.1 There were 13 crimes reported in the previous month (March 2019)

15.1.2 Members considered and noted the report.

15.2 Neighbourhood Watch

15.2.1 “OWL” Communications.

15.2.1.1 Members had been provided with copies of the “Owl” reports as appropriate.

15.2.1.2 Cllr Hubberstey commented that the London Road area did not appear to be represented. The Clerk agreed to supply PCSO Martin’s contact details.

15.3 Any other matters.

15.3.1 None.



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16. Hertfordshire County Council Matters (County Councillor Roberts)

16.1 Updates on Highways matters (Cllrs Button / Cllr Roberts)

16.1.1 Cllr Roberts was not present.

16.1.2 There were no reports.

17. Minutes of Previous Meetings of the Council (2nd April 2019).

17.1 It was proposed, seconded and RESOLVED:

That the minutes of the meetings held on 2nd April 2019 be adopted as a true record.

17.2 The Chair then signed the minutes

18. Matters Arising

18.1 None.

19. Reports

19.1 Standing Committees

19.1.1 Planning & Licensing Committee meeting(s) minutes of 19th March and 2nd April 2019 for adoption.

It was proposed, seconded and RESOLVED:

That the minutes of the Planning & Licensing Committee meetings of 19th March and 2nd April 2019 be adopted as a true record.

19.2 Chair's Report.

19.2.1 No report

19.3 Reports from the Chairs of other committees / groups.

19.3.1 None.

19.4 Clerk's Report / Actions List.

19.4.1 The Clerk reported that the Internal Auditor would be attending the following two days. He added that he did not anticipate any problems, as will be evidenced by some of the reports appearing for consideration later on the agenda.

19.5 Village Warden's Activities, Priorities and Planning

19.5.1 The Clerk reported that the warden had been digging and clearing large areas in the village garden. It was also suggested that it might be worth considering forming a "Friends of the Village Garden" group, as there seemed to be several people keen to volunteer.



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20. Financial Matters

20.1 Schedule of Payments for March (additions / corrections) and April 2019.

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

That the list of accounts for March 2019 (additions / corrections) in the sum of £501.17 and April 2019 in the sum of £11,931.35 be adopted, and the Clerk be authorised to issue the appropriate payments.

20.1.2 The Chair then signed the payment schedules.

20.2 Examination and signing of the Council's Bank Account Statements (as at 30th April 2019).

20.2.1 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 30th April 2019 were:

Current Account:	£5,000.00
Reserve Account:	£180,527.09
NS&I Investment Account:	£45,176.06

20.3 Income and Expenditure Statements 2018/19.

20.3.1 Members considered and noted the reports as at 31st March 2019, which had been provided with the agenda, and the statement to that effect, was signed by the Chair.

20.4 Examination and signing of the Council's Bank Reconciliation Statement (as at 31st March 2019).

20.4.1 In accordance with Audit requirements and recommendations, the statement was examined by the Members and the Statement signed by the Chair.

20.5 Asset Register as at March 2019

20.5.1 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. He added also that it might be worth rationalising the insurance arrangements to "self-insure" more items.

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

20.6 Accounts 2018-19 - Virements and Fund Transfers.

20.6.1 To pass a resolution to approve the above. The Clerk provided a brief introduction to this item.

20.6.2 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 2019:



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	Budget	Proposed	Notes
	£	£	
EXPENDITURE			
Transfer to Achiet-le-Grand Fund	500.00	500.00	
Transfer to Projects Fund	4,550.00	4,550.00	
ADMINISTRATION			
Transfer to Elections Fund	1,000.00	1,000.00	
Transfer to IT Fund	500.00	500.00	
CHARTER COURT COSTS			
Transfer to Charter Court Fund	2,500.00	1,500.00	Don't need as much.
CHRISTMAS FESTIVAL			
Transfer to Christmas Lights Fund	750.00	500.00	Don't need as much.
CONCURRENT SERVICES			
Transfer to Warden Van Fund	1,250.00	1,500.00	Need to save more annually for next van.
Transfer to Concurrent Maintenance Fund	3,500.00	5,500.00	Need more for trees.
Revenue Sub-Total	14,550.00	15,550.00	
BALANCES			
Transfer to Charter Court Fund	0.00	0.00	
Transfer to Projects Fund	0.00	0.00	
Funds Sub-Total	0.00	0.00	
Total	14,550.00	15,550.00	

20.7 Community Infrastructure Levy (CIL)

20.7.1 To pass a resolution to approve the CIL Receipts and Allocations Report to 31st March 2019. The report covered the period from 1st April 2016 to 31st March 2019. The Clerk provided a brief introduction to this item. It was noted that Members felt that consideration of the use of CIL money should be made similarly to the budget in the future and it was agreed that it would be discussed further at the next meeting of the Council when Cllr Anderson could be present.

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

That the report of Community Infrastructure Levy Receipts and Allocations be approved, as follows:



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		Receipts	Payments	
		£	£	
2016-17				
13/07/2016	Secondary School Fitout (Contribution)		500.00	
09/09/2016	High Street Defibrillator (Purchase)		1,375.00	
01/11/2016	51-55 High Street	243.60		
24/03/2017	Village Clock (Major Repair)		620.00	
2017-18				
04/07/2017	High Street Defibrillator (Installation)		40.00	Nearly whole cost paid for by donation-in-kind to council.
27/10/2017	44 High Street	4,027.50		
27/10/2017	77A Watford Road	2,967.30		
12/01/2018	The Pound (Complete Replacement)		3,032.81	
28/02/2018	The Pound (Complete Replacement)		1,170.00	
2018-19				
03/04/2018	The Pound (Complete Replacement)		2,150.00	Net of Tesco grant of £1,000.
20/09/2018	Transport Study		1,000.00	Net of C\Clr Roberts 16/17 grant of £750.
12/10/2018	Highways Signage (Rucklers Lane)		92.85	
02/11/2018	R/O 45 Watford Road	5,482.41		
14/12/2018	Village Clock (Major Repair)		859.00	
14/12/2018	Parish Plan		3.00	Net of C\Clr Roberts grant of £1,000.
17/12/2018	Parish Plan		140.00	
08/01/2019	Parish Plan		140.00	
01/02/2019	Parish Plan		299.57	
05/02/2019	Parish Plan		140.00	
20/02/2019	Parish Plan		200.00	
Totals		12,720.81	11,762.23	Balance: £958.58

20.7.2 Dacorum Borough Council “CIL Neighbourhood Proportion 1 October 2018 – 31 March 2019” report. It was noted that the amount due to the Council, payable in respect of Planning Application 4/01198/17/FUL, was received in April 2019. The report was noted.

Clr Anderson arrived at this point.

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21. Dacorum Borough Council, Hertfordshire County Council (other) and Other Authorities.

21.1 Dacorum Borough Council

21.1.1 Cllr Anderson reported that Cllr Terry Douris had been elected Mayor of Dacorum. He added that he was now a member of Cabinet at Dacorum Borough Council with responsibilities for the environment and was also a Chief Whip. Cllr Johnson added that he was a member of the Housing and Community committee and also had responsibilities for Health & Safety enforcement along side Cllr Rogers, who was now also a Dacorum Borough Council councillor (representing Bennetts End).

21.2 Hertfordshire County Council (not requiring the presence of Cllr Roberts).

21.2.1 None.

21.3 Others.

21.3.1 None.

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

22.1 Portfolios and Vision Group.

22.1.1 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
	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

- Cllr Angiolini reported that the potholes in Abbots Rise had still not been filled and Cllr Roberts had not been in touch. Cllr Anderson undertook to pursue Cllr Roberts.
- Cllr Button noted that the area around the Rudolf Steiner school had been improved.
- Cllr Collins reported that the drain outside Miller & Carter had still not been fixed. It was understood that this had now been scheduled. Cllr Morrish undertook to pursue it.
- Cllr Hubberstey undertook to “look after” the geographical area around London Road, and Cllr Johnson agreed to pick up Cllr Jackson’s area of Coniston.
- It was noted that implementation of the additional parking restrictions in Avenue Approach were imminent.
- Cllr Johnson announced that he had finally submitted the planning application for the sundial on The Common.



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- Cllr Morrish reported that work on the canal towpath was due to commence at the end of the month, that the canal and river clearance (near Water Lane) was due next week, adding that he would be having a review meeting on the latter following the work, and that the Rucklers Lane surface dressing was due on August 12th.
- Cllr Morrish added that there was a very good source of information on roadworks called roadworks.org.
- There was a debate and exchange of information / actions taken regarding the recent Affinity roadworks in the High Street / Hempstead Road and the chaos they caused.

22.2 Litter Picks

22.2.1 The next litter pick will be the 26th May.

22.3 Parish Plan

22.3.1 The initiation and implementation of a Neighbourhood Plan for Kings Langley. Cllr Morrish introduced this item and expanded upon it. He would be reporting in more detail and formally at the June meeting of the Council. It was agreed that the Council would pursue the implementation of a Neighbourhood Plan.

22.3.2 Cllr Morrish had also been involved in discussions regarding Rectory Farm and other land use with Chris Pichon, who was on the parish plan team and members of Dacorum Borough Council's planning hierarchy (James Doe and Chris Taylor) and had been invited to a meeting. Cllr Morrish suggested that he, Cllr Johnson and Cllr McLean represent the Council, which was agreed.

22.3.3 Cllr Morrish added that he had recently attended a course on Neighbourhood Planning, and he had noted that there is stuff in the Parish Plan that would not be included in a Neighbourhood Plan and that it was best to keep it simple. He added further that having a Neighbourhood Plan provides an additional 10% of CIL money (from 15% to 25%), and that the Council needs to write formally to Dacorum Borough Council to start this progress by declaring the parish as a designated area, which the Clerk would do. There are grants available to fund the implementation. Cllr Morrish indicated that the process would take 2 years.

22.4 Other items.

22.4.1 "Youth of Kings Langley" (Cllr Button).

Members considered an email from a resident of Rucklers Lane seeking activities for young people in Kings Langley and who felt that there should be a youth club. Members identified many activities in the area, including a youth club (at the Baptist Church), but it appeared that the information on these activities was not well coordinated, readily available or publicised. It was felt that a youth club, as evidenced by the demise of the previous one, was not necessarily wanted by young people now. It was noted that Hertfordshire County Council was responsible for "Youth Services". Cllrs Hubberstey and Rogers were nominated to take this forward. It was noted that Cheryl Hall of Kings Langley Matters (Facebook) had offered to assist with this. Cllr Button undertook to respond to the email

23. Kings Langley Parish Council Representation on Outside Bodies – Members Reports.

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23.1 Transition in Kings (TIK)

23.1.1 No report.

23.2 The Parish Paths Partnership

23.2.1 Cllr Morrish reported that projects for this year's grant application were still being considered, with exploring / making the route of the Beating of the Bounds fully public, as requested by Cllr Anderson, being high on the list. The Clerk reminded the meeting that he had an outstanding action to ask the Rights of Way Officer at Dacorum Borough Council if he could improve the paths through The Common.

23.3 Kings Langley Community Association (Cllrs Collins and Rogers)

23.3.1 No report.

23.4 Others

23.4.1 There were none.

24. High Street Surgeries

24.1 The next surgery would be on the 15th June and would take the usual form. It was not known whether Mrs Jackson would be present representing the Neighbourhood Watch.

25. Other Matters

25.1 None.

26. Any Other Business.

26.1 Cllr Anderson reported that he and Cllr Morrish were trying to arrange an EGM for the Rucklers Lane Village Hall as it was becoming increasingly difficult for the current chairman.

26.2 It was noted that the large concrete bollard on the corner of Common Lane had been knocked over again. The Clerk responded that it was a safety feature and believed it had been reported to Hertfordshire County Council.

26.3 Cllr Anderson reported that he had discovered that the old telephone exchange behind the High Street was scheduled to be decommissioned in around 5 years. This would be a site that could be registered as "Brownfield" for future development and be included in Dacorum Borough Council's spatial reviews.

26.4 It was noted that the funeral of John Paddon of Montagues / Whizzbang was later in the week.

Meeting closed at 9:20pm