



KINGS LANGLEY PARISH COUNCIL

MINUTES of the Meeting of the Council held “virtually” at 8pm on Tuesday 5th May 2020.

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

Also Present: Mr Paul Dunham, Clerk to the Council; County Cllr Richard Roberts.

1. Apologies for Absence.

1.1 Cllr Angiolini.

2. Declarations of Interest.

2.1 None.

3. Public Participation.

3.1 None.

4. Minutes of Previous Meeting(s) - 19th February and 3rd March 2020.

4.1 Cllr Hubberstey felt that the minutes of the meeting of 19th February 2020 should contain an additional conditional statement in Minute 6.1.1, as follows:

“And in addition, it was agreed that Minute 4.1.1.6 was an “In Principle” resolution predicated on the advice presented back to Council from the S106 Working Group, which would also include legal advice, surveys and information and reports that the Council required to reach an agreement. The Council therefore reserves the right to withdraw its agreement to accept the covenanted lands from Angle Property Services”.

4.1.1 Members were happy to accept this condition, and it was therefore,

Proposed, seconded and RESOLVED that

The minutes of the meetings held on 19th February and 3rd March 2020 be adopted as a true record.

4.2 The Chair then signed the Minutes.

5. Matters Arising.

5.1 The Members appointed to the S106 Working Group were determined at the meeting of the 3rd March 2020 and minuted in 15.1. This was after Cllr Rogers had left the meeting. Cllr Rogers had subsequently informed the Council that he would like to be a member of the group. This was agreed, and for the avoidance of doubt, the membership of the S106 Working Group is: Cllrs Button, McLean, Anderson, Morrish and Rogers.



KINGS LANGLEY PARISH COUNCIL

6. Update and consideration of the following matters.

6.1 Audits and associated annual statements and approval requirements (per annual return)

6.1.1 The Clerk reminded Members of the various actions and stages to satisfy the requirements of Internal and External Audits for the year ended 31st March 2020. Whilst the Government had amended the regulations to allow parish & town councils to delay its External Audit until the 31st August, the External Auditors have set out their expectation for this to be completed by the 31st July, or for councils to provide a very good reason why this cannot be done. The following reports and statements must be approved:

- a) The Bank Reconciliation Statement (see later on this agenda)
- b) Fund and Account Transfers and Budget Virements
- c) Asset register
- d) Risk Assessment
- e) The Statement of the Effectiveness of Internal Audit and Control Systems
- f) The final Income & Expenditure Statement, Receipts & Payments Account and Balance Sheet
- g) Internal Auditors Report and Statement
- h) The Annual Governance and Accountability Return (AGAR).

Items a to e have to be approved prior to the Internal Audit, and the Clerk recommended that this should be done at a full council meeting on the 2nd June. This was agreed.

It should be possible to start the Internal Audit within the next week or so, once the Clerk had balanced, and then be completed in June.

Items f to h can then be approved, and the Clerk suggested that this should be at a meeting of full Council on the 7th July (with the 21st and 28th July in reserve). This was agreed.

6.2 Best Gardens' Competition

6.2.1 It was noted that, with considerable regret, this competition had had to be cancelled this year.

6.3 Christmas Lights Event

6.3.1 Gatherings of any size are currently illegal and, obviously, it is unknown whether this event could go ahead. However, the Clerk had been in contact with the illuminations company, and they would be able to erect the lights and set the timers in the normal way. It was agreed that this would be done, and that a decision on the other aspects of the event be made at the end of August (Council meeting 1st September), when, hopefully, more information will be known. It was agreed further that this would be repeated on the agenda in the meantime to provide for any updates. Cllr Angiolini would be discussing the situation with the Council's main sponsor shortly, in the hope that he will still be willing to contribute.

6.4 Village garden upkeep

6.4.1 The Clerk reminded Members that the Village Warden was currently self-isolating, but that there were still some essential jobs that had to be done, in particular, in the village garden, where it would be an awful shame to let all the good work so far be



KINGS LANGLEY PARISH COUNCIL

wasted. Cllr Johnson had been watering and weeding, whilst the Clerk had cut the grass, and watered the High Street troughs. This would continue.

6.5 Meetings

6.5.1 Annual Parish Meeting

The Clerk reported that there had been no clear guidance from Government, although it should have taken place by the end of April. Cllr McLean suggested that, perhaps, there should be a Parish Meeting at the end of the year, if permissible, to provide a “round-up” of all that had been happening, and to support the community. Members agreed that this was good idea. The Clerk added that Parish Meetings could be called at any time by the Council.

6.5.2 Annual Meeting of the Council

Government guidance is that this meeting does not have to take place unless any changed are required or are necessary because of an event (eg the resignation of the Chair). This Council’s Resolutions last “until the next Annual Meeting of the Council”, anyway.

6.5.3 Council

The dates for the next two Council meetings were determined in Minute 6.1.1, above, to satisfy the Council’s regulatory responsibilities, and will be the 2nd June and the 7th July (with the 21st and 28th July in reserve). These meetings will be as close to the normal agenda as possible.

6.5.4 Planning & Licencing Committee

The next of these will be on Tuesday the 19th May and will “catch-up” all the items that have yet to be considered.

7. Finance Matters

7.1 Schedule of Payments for March and April 2020.

7.1.1 It was proposed, seconded and RESOLVED:

That the payment schedules for March and April 2020 in the sums of £24,557.88 and £16,568.20 respectively be approved, and that the Clerk be authorised to issue the appropriate payments.

7.1.2 The Chair then signed the schedules.

7.2 Examination and signing of the Council’s Bank Account Statements (as at 31st March 2020).

7.2.1 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 the above date were:

Current Account:	£5,000.00
Reserve Account:	£62,489.51
NS&I Investment Account:	£45,537.47

7.3 Examination of the Council’s Bank Reconciliation Statement (as at 31st March 2020).

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



KINGS LANGLEY PARISH COUNCIL

8. Any Other Business.

- 8.1 Cllr Rogers raised the issue of the ongoing activities at Gaywoods Fisheries. Cllr Button declared a Persona Interest immediately as he knew the owner and took no further part in the discussion. Cllr Anderson advised that this had been passed to Dacorum Borough Council's Enforcement Team and that the Environment Agency had also been informed. Further, he advised, that because of the legal issues involved this should be treated as confidential and not be discussed in an open meeting.
- 8.1.1 It was agreed that the Clerk would ask the Borough that the Council be kept informed of progress.
- 8.2 Cllr McLean reported that a meeting to discuss the "Transport" study was set for the 6th June.
- 8.3 Cllr Morrish reported that the Neighbourhood Plan was progressing well and that he was working on the current grant application. He added further that he had noticed that the current lock-down controls had encouraged people to explore and become more aware and appreciative of the value of local green spaces. This was a theme he planned to include in the Plan.
- 8.3.1 Cllr Collins added that he felt that the local "woods" were a fantastic asset, but were sadly neglected. He would like to see something done to improve them, as in Chipperfield woods. Cllr Anderson responded that it was part of his Dacorum Borough Council portfolio, and it was suggested that the Clerk should contact the Borough's Woodlands Officer for a report. Cllr Anderson added that he was also interested in finding a way to improve the woodlands in Rucklers Lane, although this might prove more difficult as they were private. There was also a suggestion that it might be possible to engage a trust.
- 8.3.2 Cllr Hubberstey added that the Leisure Group was also interested in this.

Cllr McLean gave his apologies and left the meeting at his point

- 8.4 Cllr Morrish asked Cllr Roberts how the County's projects and in particular the Rucklers Lane junction reconfiguration, were progressing, to which he responded that work on the projects was continuing, but that, understandably, there would be delays. Cllr Roberts added that:
- a) Following several complaints relating to the on-going flooding problem in Watford Road by Wayside Farm and into the houses opposite, this was being "looked at"
 - b) The flooding outside Miller & Carter was still scheduled (and will probably result in there being an additional gully)
 - c) Recycling centres would be re-opening soon.

Meeting closed at 9.02pm.