



KINGS LANGLEY PARISH COUNCIL

MINUTES of the Virtual Meeting of the Council held on Tuesday 10th November 2020.

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

Also Present: Mr Paul Dunham, Clerk to the Council.

Due to exceptional circumstances, this meeting was postponed from the 3rd November 2020. Standing Order 1(c) was waived.

1. Apologies for Absence.

1.1 Cllr Button. Cllr Angiolini assumed the Chair.

2. Declarations of Interest.

2.1 None.

3. Public Participation.

3.1 None.

4. Police Matters and Other Services.

4.1 PCSO Ian Martin was not present but had provided information on the 3 recorded crimes for September 2020 and the 8 for October 2020, as follows:

September 2020		
Reported Crime	Incidence	Details
Drug related	2	The Nap car park – cannabis Shendish - cannabis
Other crimes	1	High Street – assault without injury
Total	3	

October 2020		
Reported Crime	Incidence	Details
Burglary - dwelling	2	Great Park – resident returned from 2-week holiday and found that property had been entered - £50 taken Watford Road – resident was disturbed by an intruder, who made off – nothing taken
Theft from motor vehicle	2	Great Park – fishing gear taken from vehicle Primary school – generator taken from contractor’s vehicle
Damage or destroy <£5k	3	Rucklers Lane – blue paint over temporary traffic lights The Orchard – rear window of car smashed Rucklers Lane – rear view mirror taken
Theft - other	1	High Street – theft of pedal cycle
Total	8	



KINGS LANGLEY PARISH COUNCIL

- 4.1.1 Cumulative and average data was also provided.
- 4.1.2 There had been 9 recorded crimes in the previous month (August).
- 4.1.3 Cllr Johnson added that in respect of the theft of the generator from the Primary School, the thief had been apprehended with a load of stolen goods in his van.
- 4.1.4 The reports were then noted

4.2 Any Other Police and Neighbourhood Watch Matters.

- 4.2.1 None.

5. Hertfordshire County Council Matters (1).

Cllr Roberts was not present

5.1 General Matters

- 5.1.1 None.

5.2 Highways Matters.

- 5.2.1 None.

6. Minutes of Previous Meeting(s) – 6th October 2020.

- 6.1 It was proposed, seconded and RESOLVED that

The minutes of the meetings held on 6th October 2020 be adopted as a true record.

- 6.1.1 The Chair then signed the Minutes.

7. Matters Arising.

- 7.1 None.

8. Reports.

8.1 Standing Committees.

8.1.1 Planning & Licensing Committee.

- 8.1.1.1 The minutes of the meeting held on 15th September and 6th October 2020 were adopted as a true record.

8.2 Chair's Reports.

- 8.2.1 No report.

8.3 Reports from Chairs of other Committees / Groups.

- 8.3.1 None.

8.4 Clerk's Report / Action List.

- 8.4.1 No report.

8.5 Village Warden's Activities, Priorities and Planning.

- 8.5.1 The Clerk reported that this week the Sunnyside Trust would be supplying the Warden with plants for the beds in Great Park, the entrance signs, the village garden and the



KINGS LANGLEY PARISH COUNCIL

war memorial. Sunnyside would be doing the High Street troughs. The Clerk added that the plant supplies had been badly disrupted this year because of the pandemic so some of the plants were smaller and not as advanced as we might be used to.

9. Finance Matters

9.1 Schedule of Payments for October 2020.

9.1.1 It was proposed, seconded and RESOLVED:

That the payment schedule for October 2020 in the sum of £9,868.92 be approved, and that the Clerk be authorised to issue the appropriate payments.

9.1.2 The Chair then signed the schedule of payments.

9.2 Examination and signing of the Council's Bank Account Statements (as at 30th September 2020).

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 the above date were:

Current Account:	£5,000.00
Reserve Account:	£148,651.30
NS&I Investment Account:	£45,537.47

9.3 Examination of the Council's Bank Reconciliation Statement (as at 30th September 2020).

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

9.4 Pop-up banner for Council surgeries etc.

9.4.1 Cllr Morrish proposed that the Council approved the purchase of the above at a cost of £70. Having been proposed by Cllr Morrish, the purchase was seconded and RESOLVED. The Clerk undertook to provide the artwork for the coat of arms.

10. Dacorum Borough Council and Other Public Bodies.

10.1 Dacorum Borough Council.

10.1.1 Cllrs Anderson and Johnson – Reports and Members' questions

10.1.2 Cllr Johnson reported on his attendance at a Housing Community meeting the previous week with a standard agenda including housing performance, allocations etc, but nothing was of any particular relevance to Kings Langley.

10.1.3 Cllr Anderson reported that the new Chief Executive, Claire Hamilton had recently started.

10.1.4 Cllr Morrish asked whether the consultation on the Local Plan had begun to which Cllr Anderson responded that this would happen after full council which is on the 18th November. Cllr Anderson added that he would be campaigning to try to change the status of "general employment area protection" being given in the plan to Sunderland's Yard because he felt that it was in a wholly inappropriate location, and that he would be leafletting nearby residents in this respect. Cllr Morrish then asked whether West one and West two on the London Road were similarly included in this exercise, but this was not known.



KINGS LANGLEY PARISH COUNCIL

Cllr Hubberstey added that the plans for Apsley one and two appeared to be somewhat fluid.

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

11.1 Parish / Neighbourhood Plan Reports.

11.1.1 Neighbourhood Plan.

Cllr Morrish reported that the Neighbourhood Plan was progressing well; there had been a meeting with a company in the morning who will be producing the Design Codes for the village, which are a very important part of the plan. The Design Codes would be framed within six divisions of the village where the best matches of architectural design could be seen. Cllr Morrish had expressed upon the company that there was a degree of urgency in this exercise so that the Neighbourhood Plan can be approved before there are any further developments at Rectory Farm, and thereby there may be some influence on that, and to maximise the amount of CIL the Council will receive. Informal consultation on the plan has begun.

11.1.2 Parish Plan – Environment Group (Cllr Button).

Cllr Button was not present. It was understood that a further meeting was planned for the following week, but this may not go ahead. Cllr Button's reported of the previous meeting had been enclosed with the agenda.

11.1.3 Parish Plan – Leisure Group (Cllr Hubberstey).

The group had proposed two projects to be considered for inclusion in the budget, which would be discussed at that stage of the meeting. Cllr Hubberstey added that a quote had been received from Sunnyside for surfacing the village garden path. The Clerk advised that this should be considered within the budget discussion later in the meeting and then formally presented to Council at its next meeting, at which it might be necessary to suspend Standing Orders / Financial Regulations if Members wish to approve its acceptance. If agreed the work would be scheduled for the spring. Cllr Hubberstey also raised the issue of the Parish Council's responsibility under the Equality Act 2010, whereby the Council must be mindful of its duties when making decisions. Cllr Hubberstey undertook to forward details to the Clerk, which he would then forward to The Hertfordshire Association of Parish and Town Councils (HAPTC) for advice / clarification.

11.1.4 Cllr Rogers felt confused by the dual use of Neighbourhood Plan and Parish Plan

Cllr Morrish explained that the groups came out of the Parish Plan; the Neighbourhood Plan has a separate legal status with specific funding and it explains what the Council wants to do, whereas the other groups have the task of actually doing what came out of the Parish Plan. The Neighbourhood Plan was now nearing completion.

11.1.5 Parish Plan – Transport Group (Cllr McLean).

Cllr McLean reported that good progress was being made on the 3d-matrix and priorities. The next meeting of the group would be in two weeks.

11.2 Geographical Areas Reports

11.2.1 Abbots Rise area (Cllr Angiolini).

Nothing to report.

11.2.2 The Common, Vicarage Lane / Langley Hill / Great Park (Cllr Button)

No report.



KINGS LANGLEY PARISH COUNCIL

11.2.3 Hempstead Road areas (Cllr Collins).

Cllr Collins noted the amount of work at 1 Hempstead Road. The Clerk responded that the owners were carrying out the work for with they had planning approval and that it appeared that they will be resurfacing the frontage.

2 Hempstead Road still had its many signs. The Clerk responded that the Dacorum Borough Council Enforcement team was “overstretched” and was unable to deal with this matter now.

11.2.4 Blackwell Road area (Cllr De Silva).

Cllr De Silva had visited the area and noted that the road surface was in a poor state.

11.2.5 London Road area (Cllr Hubberstey).

Cllr Hubberstey reported there still appeared to be some issues with the phasing of the traffic lights at Rucklers Lane. He had been involved helping to divert traffic during a period of gridlock recently. Cllr Anderson added that there was a major issue with a separate closure of Rucklers Lane. At one point Mike Penning had to get involved. Cllr McLean asked whether there had been any feedback regarding safety improvements that were included in the changes. Cllr Hubberstey responded that there had been positive comments on social media that the work was being done and he had noticed that pedestrians, particularly pupils from Kings Langley School, were making use of the crossing points. There was further debate on this, which included some of criticisms of the scheme and some support; in general, it had improved the safety of pedestrians.

11.2.6 Watford Road and Coniston Road areas (Cllr Johnson)

No report.

11.2.7 Rucklers area (Cllr Morrish).

Cllr Morrish added regarding the road works at Rucklers Lane that the general look of the area is much better. He added further that there had been an incident when a driver took the law into his own hands and moved barriers and drove through. This was filmed by the contractors and referred to the police.

11.2.8 High Street area (Cllr Rogers).

Cllr Rogers had nothing to report. The Clerk added that many of the food outlets were still open providing take-aways.

11.3 Village Garden (Cllr Johnson).

11.3.1 Cllr Johnson reported that (probably) the last volunteer Friday had passed without any volunteers, but there is little to do this time of year. He added that it was good to see more people visiting the garden.

11.4 Litter picks.

11.4.1 Cllr Johnson reported that no volunteers came, and what litter there is is being well managed by the Warden.

12. Kings Langley Parish Council Representatives on Outside Bodies.

12.1 The Kings Langley Community Benefit Society (KLCBS) (Cllr Morrish).

12.1.1 Cllr Morrish reported that the under the current Covid restrictions, only food stalls would be allowed to trade at the market and that discussions were on-going with them to see who would be attending. He added that he would be enhancing attention to social distancing etc. Cllr Hubberstey undertook to promote the market and those who would be trading on social media.



KINGS LANGLEY PARISH COUNCIL

12.2 Kings Langley Community Association.

12.2.1 Little to report. No sooner had activities restarted, than they were closed again. Cllr Rogers added that the association was very concerned because they don't know whether their users that had stopped would be returning.

12.2.2 Cllr McLean added that after a lot of work by volunteers, the Rucklers Lane Village Hall had re-opened and is ready to go once the Covid restrictions allow. Cllr Anderson added further that Mrs McLean had done an enormous amount of work to make it happen.

13. Council Surgeries.

13.1 There was a surgery alongside the market on the 17th October, for which Cllr Johnson had provided a report, which was very quiet. The next would be in December.

14. Other Matters.

14.1 Remembrance Services - update

14.1.1 Remembrance Day (8th November (Sunday)) had been a mainly virtual event as had been planned.

14.1.2 Armistice Day (11th November (Wednesday)). The Clerk reported that this had grown from the original low-key plan to the standard Church of England service presented by Fr James. The Clerk had printed several Orders of Service and Fr James had even found a bugler, which was very good news. Fr James had also asked for a volunteer to read names, which Cllr Angiolini had agreed to do. Cllr Hubberstey was concerned that social distancing would be observed, but the Clerk assured him that it would be.

14.1.3 To approve the cost of a wreath for Remembrance / Armistice Day and a donation to the Poppy Appeal

Recognising that the British Legion's funds would be depleted this year as a result of the pandemic, it was RESOLVED that the Council would increase its donation to £200 towards the Poppy Appeal, which includes payment for a wreath for Armistice Day.

14.2 Christmas Lights update.

14.2.1 The Clerk reported that all the required permissions and arrangements were in place to switch on the lights on Sunday the 15th November.

14.3 Christmas and New Year Office Opening Hours.

14.3.1 The following opening and closing dates were agreed. Staff would be required to take annual leave if they also took the time off.

21-Dec	22-Dec	23- Dec	24-Dec	25-Dec
Monday	Tuesday	Wednesday	Thursday	Friday
				Christmas Day
28-Dec	29-Dec	30-Dec	31-Dec	1-Jan
Monday	Tuesday	Wednesday	Thursday	Friday
Boxing Day (in lieu of)	CLOSE	CLOSE	CLOSE	New Year's Day



KINGS LANGLEY PARISH COUNCIL

14.4 Dates of meetings 2021

14.4.1 To consider whether Members wish to change the current arrangements.

The Clerk expressed his concerns that the current arrangement for meetings meant that financial control information was often presented some five or so weeks late and he suggested an alternative approach. Although Members appreciated the Clerk's point, it was agreed that the current arrangements would be retained, except that in January, the meetings would be delayed by one week.

14.5 Items to consider related to the future of the Parish Council office (Cllr Rogers).

14.5.1 Cllr Rogers suggested that the small hall in the Community Centre would make a suitable office for the Parish Council, especially as it provided much better accessibility. Having walked the locality, Cllr Johnson stated that he did not find that the above nor any other premises offered a suitable alternative to Charter Court. There was further debate, but then it was agreed that a Working Group comprising Cllrs Anderson, Hubberstey, Johnson and Morrish, along with the Clerk and the Administrative Assistant would make an assessment, which would start with a site visit. It was agreed that the outcomes would be reported back at the next meeting.

14.6 Memorial bench for John North (Cllr Button and Angiolini).

14.6.1 Members were keen that there should be a memorial bench for John North, although it was accepted that the preferred spot, outside the "The Sandwich Box" at 2 High Street, would not be possible, because the owner was against it. It was agreed that a plaque would be placed on the hitching rail outside the shop and that the placement of a bench in or just outside the village garden would be explored, but also that the suggestion of having a circular bench around the tulip tree in the village garden would be resurrected, which would allow for multiple memorial plaques. There was further discussion regarding the understanding that Mr North was unable to have any kind of service, and that one might be considered in the future when his memorial bench is installed.

14.7 Charter Court Solar Panels Project

14.7.1 The Structural Engineer's report issued with the agenda was received and noted.

14.7.2 Consideration of tenders.

In the light of Minute 14.5.1, above, it was agreed that this item would be deferred until the December meeting of the Council, when a decision would be made.

15. Any Other Business.

15.1 Cllr Rogers asked whether it would be possible to receive the minutes of the meeting earlier that they are issued when the meeting is still fresh in the mind. The Clerk agreed that we would attempt to do this.

16 Exclusion of the Public – the following resolution was passed:

That, in accordance with Kings Langley Parish Council Standing Order 17(q), under schedule 12 of the Local Government Act 1972, as amended to schedule 12(A) by the Freedom of Information Act 2000, in the view of the special and/or confidential nature of the business about to be transacted, it is advisable in the public interest that the public be temporarily excluded, and they are instructed to withdraw.



PART 2

17. Budget 2021-22

17.1 Revenue Expenditure and Funds

17.1.1 The Clerk provided a brief recap of the above, how they interrelate and their purpose. Cllr Hubberstey queried the non-inclusion in the Projects Fund of the items voted upon as part of the Parish Plan project prioritisation exercise, to which the Clerk responded that whilst those items remained in the plans, they had not been evaluated and were therefore not shown in the budget, Cllr Anderson responded there is scope for change and, in order to demonstrate this, provided a more in-depth explanation of the contents and reason for the various funds. Cllr Hubberstey still felt that having spent a considerable amount of time assessing the various projects, some of which would span (say) 25 years, that they should be included in the budget. Cllr Morrish responded that it had been agreed that by dividing the projects into short, medium and long-term, it might be possible to fund some of them, particularly the short-term ones, from the Council's annual budget (rather than CIL money and additional external funding which would be required for the medium and long-term projects), and was pleased to note that two of the Leisure Group's projects had been included. Cllr Hubberstey responded that he still felt that the items voted upon by the various groups should be shown in the budget and that they would supersede the historic items. It was explained that these would have to be shown with zero expenditure against them, and although it may be possible to begin to build up a small amount from the precept, there was very little scope. It was also stated that it was not the intention that historic items would be superseded, but reviewed.

17.2 Consideration of the 1st Draft (Cllr Anderson).

17.2.1 Cllr Anderson felt that most of what he had planned to discuss had been included above, except that he wanted Members to know that the Council had lost a major hirer of the hall, which could result in a loss of £2,000 pa.

17.2.2 Cllr Johnson had circulated a grant request for £200 from the Baptist church for some IT equipment for their elderly visitors. It was agreed that this would be itemised on the next agenda. Cllr Anderson added that there was also a request on its way from the Abbeyfield Trust.

17.2.3 Cllr Johnson undertook to provide more information relating to the two Leisure Group items already included in the budget.

17.2.4 Cllr Rogers asked whether Members should now examine the budget line by line. Cllr Anderson explained the timetable of meetings at which various versions of the budget are considered but added that it is up to Members to propose changes to the budget if they so wish. He warned that the Tax Base, upon which the Precept is based, may change to a greater degree this year because of the number of people that may now be on Benefits because of the epidemic. This may increase the Precept more than expected.

Meeting closed at 10:05pm.