



# KINGS LANGLEY PARISH COUNCIL

## MINUTES of the Virtual Meeting of the Council held on Tuesday 6<sup>th</sup> April 2021.

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

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

1. Apologies for Absence.
  - 1.1 Cllr Hubberstey.
2. Declarations of Interest.
  - 2.1 Cllr De Silva declared a Personal Interest in item 14.2 as he was the immediate neighbour of the subject property.
3. Public Participation.
  - 3.1 None.
4. Police Matters and Other Services.
  - 4.1 Crime reports.
    - 4.1.1 The reports for March 2021 had been received late. The Clerk added that there appeared to be 6 crimes. He would forward the reports in their “raw” form, adding that they normally needed to be edited and reformatted before publication. The Clerk would present all those outstanding at a future meeting.
    - 4.1.2 In response to Cllr McLean’s query, the Clerk confirmed that the vandalised Mini on the Watford Road had been included.
    - 4.1.3 Cllr Anderson reported that he had asked Dacorum Borough Council if they would clear some graffiti perpetrated by someone with the “tag” of “Stoney” and to look at any enforcement potential.
  - 4.2 Any Other Police and Neighbourhood Watch Matters.
    - 4.2.1 None.
5. Hertfordshire County Council Matters.
  - 5.1 General Matters / Highways Matters
    - 5.1.1 Cllr Roberts was not present.
  - 5.2 Cllr Anderson reported regarding the Traffic Regulation Order (TRO) for “Works in Barnes Lane to prevent fly-tipping” and had ascertained that this involved the deployment of large concrete blocks to the access and entrances adjacent to the A41 bridge to try to prevent large scale fly-tipping. It was felt that the problem might move farther along the lane, or the tipping would just be left in the road as had occurred in the past.



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## 6. Minutes of Previous Meeting(s).

6.1 It was proposed, seconded and RESOLVED that:

The minutes of the meetings held on 2<sup>nd</sup> March 2021 be adopted as a true record.

6.1.1 The Chair then signed the Minutes.

## 7. Matters Arising.

7.1 Cllr Rogers asked whether the Transport Group would be mentioning anything to do with the High Street “pinch-point” or parking later in the meeting, to which Cllr McLean responded that it was his intention to do so.

## 8. Reports.

8.1 Standing Committees.

8.1.1 Planning & Licensing Committee.

8.1.1.1 The minutes of the meeting held on 16<sup>th</sup> February and 2<sup>nd</sup> March 2021 were adopted as a true record.

8.2 Chair’s Reports.

8.2.1 The Chair had 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 The Clerk reported that he had obviously been busy dealing with the appointment of the new Warden, and as is usual in April, a further busy period with all the year end and start activities.

8.4.2 Cllr Anderson added that the Council had been selected by the external auditors in the 5% of council for additional examination, although it did not appear to be too onerous. The Clerk added that he wondered if there would be any follow-up additional requirements once the normal submissions have been made, adding further that one has to be very careful when dealing with them as they are very quick to pick up anything. Cllr Anderson reminded members that it was very important that the Clerk is given the time to complete this task.

8.5 Village Warden’s Activities, Priorities and Planning.

8.5.1 The Clerk reported that in addition to his normal duties the Warden had tidied up the war memorial which included giving the Christopher Cox paving slab a good clean. He added that he would be spending some time with the new Warden shadowing.

8.5.2 The Chair asked whether the Council would be marking the Warden’s leaving in any way, and the Clerk reminded the meeting that it had decided several meetings ago that it would gift him something, hopefully golf related of around £200. The Clerk added that he had been looking to see if this could take the form of a contribution towards a season ticket at (say) Shendish, but that at the time, because of the Covid lockdown, this wasn’t available. The Chair then agreed that the Warden would be given a cheque for £250 in recognition of his excellent service.



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This would be funded from the Chair’s allowance. Arrangements would be made for the Chair to present it.

## 9. Finance Matters

9.1 Schedule of Payments for March 2021.

9.1.1 It was proposed, seconded and RESOLVED:

That the payment schedule for March 2021 in the sum of £15,351.13 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 28<sup>th</sup> February 2021).

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:	£91,139.36
NS&I Investment Account:	£45,865.32

9.2.2 Cllr Rogers asked why there were numerous debits and credits between the two main accounts to which the Clerk responded that it the arrangement the bank had required to leave a balance of £5000 in the current account to avoid bank charges. The transactions were automatic.

9.3 Examination of the Council’s Bank Reconciliation Statement (as at 28<sup>th</sup> February 2021).

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

9.4 Application for financial assistance – Berkhamsted Motorcycle Club

9.4.1 The club was based at Nash Mills Recreation Centre and had requested assistance to purchase a defibrillator.

It was proposed (Cllr Anderson), seconded (Cllr Johnson) and RESOLVED:

That the Berkhamsted Motorcycle Club be granted the sum £250 towards the purchase of a defibrillator.

9.4.2 The Clerk added that he had also advised the applicant of other sources of funding.

9.5 Charter Court: Heating installation (replacement of storage heaters with panel heaters and associated works), new RCD distribution board / consumer unit (replacing old fuse boards as recommended in the wiring inspection report) and minor works to accommodate the solar panel installation. This item was deferred from the previous meeting (2<sup>nd</sup> March 2021) pending clarification on the responsibilities for these works – landlord or tenant, which had been receive, making it clear that all electrical installations were the tenant’s responsibility. A statement of costs and copies of quotes had been re-issued with the agenda and Members were



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asked to select the contractor / solution and approve the expenditure.

- 9.5.1 Cllr Johnson proposed that the Council select the proposal from contractor 3, S Pattison, because it offered the most comprehensive solution, including placing the distribution board in a more appropriate location, adding that contractor 2 did not appear to have properly addressed the requirement brief and contractor 1 was not proposing heaters with sufficient output wattage. It was further proposed that the disposal by the contractor of the old heaters at a cost of £500 would not be accepted and that the Council would dispose of them. The proposal was seconded by Cllr Button and **RESOLVED** that:

The quote from Contractor 3 be accepted at the cost of:

Supply and install replacement heaters (2 x 2.0Kw, 6 x 3.0Kw)	£2,900.00
Supply and install 3 phase distribution board / consumer unit etc	£3,900.00

- 9.6 Annual Risk Assessment and Management (for the period 1st April 2020 to 31st March 2021).
- 9.6.1 The Accounts and Audit (Amendment) (England) Regulations 2006 require the Council to review its risks and to minute that it has done so. The Clerk added that he had not made any amendments to the plan for the above period.

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

That the Annual Risk Assessment and Management (for the period 1st April 2020 to 31st March 2021) review had been satisfactorily completed.

- 9.7. Review of the Effectiveness of Internal Audit and Control Systems 2020-21.
- 9.7.1 The Clerk reminded Members of the many items of information provided throughout the year which contribute towards the relevant controls the Council needed to observe, complemented by those performed by Cllr Anderson and the Council's Internal Auditor. Members considered the requirements of the above and,

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

- The review of the effectiveness of the Council's Internal Auditor had been satisfactorily carried out
- The review of the Council's control systems had been satisfactorily carried out and that it was adequate, robust and efficient.

## 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 had attended three meetings, which variously discussed an update on the West Herts Hospital Trust, under the Health Scrutiny Committee, a report on climate change at Housing and Community, and there was a very short Licencing Committee. Most meetings were still virtual except Members could attend planning ones to view plans on a large screen.
- Cllr Anderson had attended a meeting of the Strategic Planning and Environment Overview Scrutiny Committee which he described as fractious regarding the



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imposition of Public Space Protection Orders.

As the subject of virtual or face-to-face meetings had been mentioned above, Cllr Anderson asked that this be placed as an item on the next agenda as there has been considerable debate on this with the Government deciding not to extend the emergency powers which allowed them, which he went on to describe in further detail. There were further discussions; Members were generally happy with the way virtual meetings had worked but would prefer to get back to face-to-face as soon as it is safe to do so. The Clerk added that he was having a meeting with an audio / visual representative on Thursday, to discuss what hybrid arrangement might be feasible for meetings back in the hall with remote participation, so he hoped there would be a brief report / proposal available for the next meeting.

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

### 11.1 Parish / Neighbourhood Plan Reports.

#### 11.1.1 Neighbourhood Plan.

Cllr Morrish reported that an Environmental assessment by the Environment Agency, which would have put the project back about six months had been averted with the considerable help of Dacorum Borough Council's Stephen Mendham. There had been further discussions on the suggested Green Belt designation of the cricket pitch and football ground at the Steiner School. The group was working toward "Reg 14", which involves further consultations. It is hoped that the referendum on this will take place in January 2022, leading to its incorporation into the Dacorum Local Plan. It was understood that the referendum would be paid for by the Borough, although grants may be available.

Cllr Rogers asked what form the referendum would take, to which Cllr Morrish responded that he believed it would be a straightforward "yes" or "no" question, especially as there had already been several rounds of consultations.

#### 11.1.2 Parish Plan – Environment Group (Cllr Button).

Cllr Button reported that there had not been a meeting.

#### 11.1.3 Parish Plan – Leisure Group (Cllr Hubberstey).

On Cllr Hubberstey's behalf, Cllr Johnson reported that several projects had stalled because they involved collaboration with the Sunnyside Trust, and they weren't working to full capacity at the moment. There has been some further work on the website which will be tested shortly, an examination of the draft Neighbourhood Plan to see what impact it might have on the Leisure Group's activities and a heritage map/trail, including exploring funding possibilities and the use of the "app" "What3words", which defines a location.

There was some discussion about play areas and adventure playgrounds for which Cllr Anderson provided definition and clarification of those in the Dacorum area. It was noted that it was very unlikely that the Borough would be providing any new or upgraded play areas or grounds in Kings Langley in the foreseeable future. There was a possibility that there would be a facility on Rectory Farm should the rest of the proposed development there take place.

#### 11.1.4 Parish Plan – Transport Group (Cllr McLean).

Cllr McLean reported on a meeting the group had had with Cllr Roberts, the plan was to get across that the Parish Council wanted to implement the recommendations of the Arup report. Short- and medium-term objectives had been identified which consisted of issues that had been plaguing the village for a long time, and that of all of them dealing with the safety issue around the Vicarage Lane / Nap junction and



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the establishment of the “Vicarage Lane Square” was identified as the main priority. Cllr McLean provided further information on the discussions that had taken place regarding car parking, resolving the pinch-point problem, an additional speed indicator device on Watford Road and possible redevelopment opportunities at the top of Dronken Lane. However, in conclusion, the group looked at whether the implementation of the Arup report was actually technically and financially viable, as a result of which Cllr Roberts undertook to take away the requirements and to initiate appropriate studies.

## 11.2 Geographical Areas Reports

### 11.2.1 Abbots Rise area (Cllr Angiolini).

Cllr Angiolini reported that there was an issue with a metal cover at the top of Abbots View and Barnes Rise. Cllr Angiolini would ascertain the name of the owning utility company.

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

Nothing to report.

### 11.2.3 Hempstead Road areas (Cllr Collins).

Cllr Johnson reported that although the football club’s season had been abandoned, the youth teams had restarted and, despite the car park being virtually empty, vehicles were again being parked on the grass verge opposite. It was confirmed that the “illegally” parked plant had been removed from the football club site.

### 11.2.4 Blackwell Road area (Cllr De Silva).

Nothing to report.

### 11.2.5 London Road area (Cllr Hubberstey).

No report.

### 11.2.6 Watford Road and Coniston Road areas (Cllr Johnson).

No report.

### 11.2.7 Rucklers area (Cllr Morrish).

Nothing to report.

### 11.2.8 High Street area (Cllr Rogers).

No report.

## 11.3 Village Garden (Cllr Johnson).

11.3.1 Cllr Johnson reported that the main activity has been tidying up. Cllr McLean asked if there was an update on the new path which generated a discussion about applying for a grant from Dacorum Borough Council towards the cost. In conclusion it was felt that it would be better to get the path done as soon as possible, depending on the availability of the contractor (Sunnyside Trust – Cllr Johnson would check on this), especially as the market was likely to remain there, and then to apply for the grant for another project.

## 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 it was hoped that the next market would be a full one as this is now allowed. He was looking forward to it being very busy, with a number of new stalls.

The Clerk asked Cllr Morrish whether the market stuff currently stalled in the Council’s lock-up could be relocated because he would need room for several benches that he was about to order. Cllr Morrish responded that he had applied to the Borough



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for a garage but had not had a reply. Cllr Johnson undertook to pursue this.

12.2 Kings Langley Community Association.

12.2.1 Cllr Rogers reported that the Association would be meeting shortly to discuss when and how they would be opening when this is allowed in May.

## 13. Council Surgeries.

13.1 It was provisionally agreed that these would restart on 15<sup>th</sup> May, alongside the market. Cllrs Johnson and Button would attend.

## 14. Other Matters.

14.1 Litter Bin for Vicarage Lane.

14.1.1 The Council had received a complaint about the new bench. The various points were discussed, and a response was agreed which the Clerk would give. The Chair reported that there had been some littering around the bin, and it was agreed that the Clerk would ask the Borough if it would provide one, although it might be that the Parish would have to fund it.

14.2 Land at rear of 1 Rucklers Lane

14.2.1 Members were happy with the response that Cllr Anderson had given the neighbour who had raised this issue, especially as any action if appropriate was outside the Parish Council's powers. It was agreed though, that the Clerk would advise HCC that the Council has concerns regarding the structural integrity of the bank, especially as most of the tree roots have been removed.

14.3 To consider the purchase of an old telephone box to house the defibrillator.

14.3.1 Cllr Angiolini had been advised that an old red telephone box could be purchased for £1 and he felt it would be a nice house for the Council's defibrillator, which is currently on the bus stop shelter. Whilst it was noted that there would also be a cost for delivery, installation, and connection to an electricity supply, it transpired that the £1 cost related to "adopting" a box rather than buying one; the purchase cost was considerably higher.

14.4 Remembrance tree for the victims of Covid (Cllr Button).

14.4.1 Members were generally in favour of supporting this idea. Cllr Johnson undertook to see if there would be room in the village garden, but also suggested that it might also be appropriate on The Common where there are other commemorative trees. This item would be returned to the agenda at a later date.

14.5 Annual Parish Meeting – final agenda and arrangements.

14.5.1 Members were happy with the proposed agenda. It was agreed that there would be a rehearsal the following Tuesday at 8:30pm.

## 15. Any Other Business.

15.1 Cllr Morrish asked what was happening regarding replacing the High Street notice board. Cllr Anderson responded that he had stressed the importance of the notice board as a village amenity to the Borough and its response was awaited. It was also



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noted that a member of the public was injured when the notice board fell, although any possible claim had not been received.

- 15.2 Cllr McLean asked whether the village of the year “totem pole” could be given some attention as it was looking rather worse for wear, which the Clerk agreed to look at.
- 15.3 Cllr Rogers asked if Members could be given some information about the new warden. The Clerk agreed to circulate the article that had been prepared for the Village Newspaper.

Meeting closed at 9:56pm.