

MINUTES OF the 328th MONTHLY MEETING OF THE COUNCIL
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 28 SEPTEMBER 2017 at 8.00PM

Present: Cllr Saxon in the Chair
David Allison – Clerk to the Council
Ryan Bennett – Administrative Assistant

Cllrs Bains, Baldwin, Cole, Edmunds, Gallagher, Linhart, Mitchell, Montague, Ridley, Vassiliou & Wallington.

Voting Members: 12

Not Present: Cllr Hollands.

Members of the Public: 3

CC1760/17 Apologies for Absence

Apologies had been received from Cllr Hobbs & Kaur.

CC1761/17 Declarations of Interests by Members

The Chairman recommended that any declarations be made at the time.

CC1762/17 Co-Option of One Councillor (Dickinsons Ward)

The Chairman introduced this item and thanked the candidates for attending the meeting. The co-option and voting procedure had already been distributed to candidates and the details were published with the Agenda and sent to Councillors.

The Chairman called for a proposer and seconder for the motion to be discussed.

Resolved:

- That the Agenda item CC1762/17 Co-Option of One Councillor for Dickinsons Ward be discussed.

The Clerk then read out the names and addresses of the three candidates. The candidates were Mike Beattie, Trevor Collingwood & Ross Humphries.

The Chairman called for a proposer and seconder for the candidates to be nominated for co-option.

Resolved:

- That the three candidates were nominated and seconded for co-option.

The Chairman then called for a proposer and seconder to proceed to co-opt one Councillor from the three candidates nominated.

Resolved:

- That the co-option of one Councillor from those candidates nominated is carried out using the documented co-option procedure that had been circulated with the Agenda prior to the meeting.

The Chairman then invited the three candidates to speak and each candidate spoke for up to three minutes.

The results from the votes were as followed:

- Vacancy 1 – Trevor Collingwood

The Chairman congratulated the candidate who had been successful and emphasised the great quality of all the candidates who had put themselves up for co-option. He noted that the Parish Council elections were coming up in the next couple of years and he hoped that those candidates both successful and unsuccessful will put their names forward once again to join the council.

CC1763/17 Parish Matters

Three residents spoke during this section.

The first spoke that he supported the initiative of the council to include the new Parish Matters session on the agenda and that he hope that it flourishes.

The second commented that she felt that Croxley Green had become increasingly untidy over the last few months and that the work carried out by Hertfordshire County Council around the village is often very unsatisfactory.

The third resident made comment upon the increase in drug dealing that he has seen around the area specifically on footpath 10. He also commented that the PCSO presence in Croxley Green was vital and that the Council should consider funding 2 more PCSOs as a deterrent.

CC1764/17 Representations from the Public

There were no representations made.

CC1765/17 Minutes

Resolved:

- That the Minutes of the 327th Monthly Meeting of the Council held on Thursday 27 July 2017 be approved and signed by the Chairman

CC1766/17 Matters Arising

There were no matters arising.

CC1767/17 Committee Reports

CC1767.1/17 Environment and Amenity Committee held on Tuesday 4 July 2017

Resolved:

- That the Minutes of the Environment & Amenity Committee meeting held on Tuesday 4 July 2017 be adopted as a report of the meeting.

CC1767.2/17 Any matters arising

A Cllr made comment that he had received feedback from a resident that birds had been making the holes on the bird-boxes larger and that this could lead to certain types of birds being preyed upon by others.

CC1767.3/17 Planning and Development Committee held on Wednesday 5 July, 19 July, 2 August and 16 August 2017.

Resolved:

- That the Minutes of the Planning and Development Committee meetings held on Wednesday 5 July, 19 July, 2 August and 16 August 2017 be adopted as report of the meeting.

CC1767.4/17 Any matters arising

There were no matters arising.

CC1767.5/17 Finance and Administration Committee held on Thursday 13 July 2017

Resolved:

- That the Minutes of the Finance & Administration Committee meeting of Thursday 13 July 2017 be adopted as a report of the meeting.

CC1767.6/17 Any matters arising

Cllr Gallagher gave congratulations to the Clerk for the work he carried out in relation to sourcing and implementing the Council's new e-mail system.

CC1768/17 P&D Meeting Dates

The Chairman introduced this item and asked Cllr Mitchell to elaborate. Cllr Mitchell explained that he was unable to make many meetings on Wednesday evenings and as such was suggesting a change of meeting day from Wednesday to Thursdays.

Resolved:

- That the meeting day for P&D meetings be moved from Wednesday to Thursday.

CC1769/17 Parish Council Risk Assessment Review

The Chairman introduced the item and asked the Clerk to elaborate.

The Clerk explained that the review had been carried out and was in line with those carried out over the past few years.

A Cllr raised concerns that the risk assessment was not carried out with the input of a team, a practice he was more familiar with.

Another Cllr asked why the risk assessment had been placed on the agenda for full council first and not put through the F&A committee. The Clerk explained that it had to be ratified by full council not just the members of the F&A.

A Cllr suggested that in future years it would be useful to have any changes that had been made highlighted to make the scrutiny of the assessment easier and quicker.

It was suggested that following this year's ratification a working party is created to look into the council's risk assessment creation.

A Cllr commented that members should not forget their role within the council and that matters such as this should be left solely to the administrative staff.

A recorded vote was requested by Cllr Gallagher in relation to this item.

The results of the vote were as follows:

1. That the risk assessment is adopted by Council.

Cllr	For	Against	Abstain
Bains	x		
Baldwin	x		
Cole		x	
Edmunds	x		
Gallagher			x
Linhart	x		
Mitchell	x		
Montague			x
Ridley	x		
Saxon	x		
Vassiliou			x
Wallington	x		

Resolved:

- That the risk assessment is adopted by Council.

C1770/17 Parish Council's Internal Audit Review

The Chairman introduced the item and asked the Clerk to elaborate.

The Clerk informed the members that the Internal Audit Review was both consistent and normal with previous year's approach.

Resolved:

- That the Audit Plan be accepted.

CC1771/17 Annual Accounts 2016/17 – Annual Return and External Audit Report for the year ending 31 March 2017

The Chairman introduced the item and asked the Clerk to elaborate.

The Clerk advised that he was very pleased to report that yet again there were no matters which came to the attention of the External Auditors which gave cause for concern. For clarity, the Clerk read from the Annual Return Section 3 which stated "On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met".

CC1772/17 Review of PCSO Contract

The Chairman opened the item and asked the Clerk to elaborate. The Clerk informed members that next year the PCSO contract will be up for renewal. As per the contract CGPC must give at least 6 months' notice of any decision that they do not wish to renew the contracts. So, if Cllrs wished for any changes to be made to the existing contracts or funding then they would need to make them in the upcoming months.

After a discussion on the role PCSOs play in the community, their visibility and whether the Council should consider funding more PCSOs it was decided that a small working party should be formed to debate the issue in greater detail.

Resolved:

- That a working party is formed to review the renewal of the PCSO contract.
- That the Clerk along with Cllrs Edmunds, Montague, Wallington & Vassiliou are the members of the working party,

CC1772/17 Neighbourhood Plan Update

The Chairman introduced this item and asked Cllr Mitchell to elaborate. Cllr Mitchell updated members on the progress of the Neighbourhood Plan and that Croxley Green Parish Council will have to temporarily suspend the examination process.

This was to facilitate a Habitats Regulation Assessment (HRA) and a Strategic Environmental Assessment (SEA) to be carried out to meet the basic conditions. Cllr Mitchell commented that the examination process will likely recommence in January 2018.

It was agreed that a draft copy of the document be circulated to Cllr Saxon, as Chairman, to view before submission to the independent examiner.

CC1774/17 Metropolitan Line Extension (MLX)

The Chairman introduced this item and asked Cllr Mitchell to elaborate.

Cllr Mitchell informed members that it had been reported that over £130,000,000 has been spent on the Metropolitan Line Extension and that at present no major engineering works have taken place.

He noted that it was his intention that Croxley Green Parish Council submits a Freedom of Information Act request to Transport for London, as well as any other relevant authorities, to find out where and how this money has been spent.

There was a short discussion on the matter with Cllrs being overwhelmingly supportive of the proposal.

Resolved:

- That Croxley Green Parish Council submits a Freedom of Information Act request to Transport for London as well as any other relevant bodies to establish where and upon what the current expenditure for the project has been spent.

CC1775/17 Budgets 2018-19

The Chairman introduced the item and asked the Clerk to elaborate.

The Clerk informed members that they must submit any budget proposals for 2018/19 to him by the end of November.

CC1776/17 Parish Pump Newsletter

The Chairman introduced this item and asked the Administrative Assistant to elaborate.

The Administrative Assistant advised members that designs for the new Parish Pump Lite were being finalised and that they were hoping to send it down for printing around mid-October.

The Chairman asked that if any Cllrs wished to submit any articles, or have any information included in the next issue of the Parish Pump, that they should submit them to the Administrative Assistant before October 6.

CC1777/17 Web Cam

The Chairman introduced this item and informed members that a resident had been in contact with the Vice-Chairman about the Council installing a Web Cam in the Council chamber so that Council meetings could be live-streamed via the internet.

A Cllr asked if many other councils had undertaken a similar initiative. The Chairman advised that very few councils had installed webcams in their chambers and those that had had been of a larger size with more resources available to them.

Another Cllr spoke that they felt the installation would be premature and that now was not the time to install one at Croxley Green Parish Council.

Resolved:

- That Croxley Green Parish Council does not install a webcam in the council chamber.

CC1778/17 Closure

There being no further business the Chairman closed the meeting at 9:47pm.