

MINUTES OF the 307th MONTHLY MEETING OF THE COUNCIL
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 30 JULY 2015 at 8.00PM

Present: Cllr Mitchell in the Chair
David Allison – Clerk to the Council
Amanda Taft – Administrative Officer

Cllrs Bains, Baldwin, Brand, Edmunds, Gallagher, Greenman, Hollands, Kataria, Kaur, Ridley, Taft and Vassiliou

Voting Members: 13

Public: 6

The Chairman welcomed the members of the public, press and new Councillors. He advised on the rules of debate. He recommended Cllrs think about what they wish to say and then speak no more than twice on each item.

CC1495/15 Apologies for Absence

Apologies had been received from Cllrs Hobbs, Saxon and Wynne-Jones.

CC1496/15 Declarations of Interest by Members

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

Although not an elected Member of the Council, the Clerk declared a non-pecuniary interest in agenda item CC1509/15 (Website). For the benefit of new Members, the Clerk felt it appropriate to explain his position as Clerk to the Council. He continued that he is the Proper Officer in Law for this Council and is a Civil Servant appointed by this Council under the Local Government Act 1972 to act for this Council in providing independent professional advice and guidance and most of all to ensure that all actions of this Council are lawful. The Clerk stated that he is also appointed under law by this Council as the Responsible Finance Officer accountable for its financial affairs. As a Member of the Society of Local Council Clerks he is also bound by his professional Societies Code of Conduct which he wholly abides by in all aspects of his work in providing independent professional advice and guidance to this Council.

He advised the Chairman that he would comment further at the Agenda item.

Cllrs Greenman and Mitchell declared a non pecuniary interest in the Croxley Green Society as they are both involved in the Revels.

CC1497/15 Representations from the Public

Representations were made by one person regarding several items:

- to support agenda item CC1507/15 (Defibrillators in Croxley Green);
- that the Land Transfer Working Party really needs a team of Cllrs to work on this project which is achievable;
- that the Community Plan project is at the stage of being very close to being published and this is the precursor to the Neighbourhood Plan;
- to support item CC1501/15 (Croxley Green Annual Subscription) in that the Revels and Croxfest have increasing expenses and the level and support of the subscriptions determine whether these events can be held. It was requested that Cllrs release the payment of the annual subscription.

Another person spoke in support of item CC1501/15 (Croxley Green Annual Subscription) stating that the village was very lucky to have a group of professional people who volunteer to give their time to organise the Revels and Croxfest for the

enjoyment of thousands of people. Businesses also benefit from these events as do the Parish Council charities as they receive a share of the donations made at Croxfest.

A third speaker spoke to support item CC1501/15 (Croxley Green Annual Subscription) reiterating the importance of the Revels and Croxfest.

At this point the Chairman proposed under Standing Order 9.1.6 that Agenda items CC1501/15 (Croxley Green Society Annual Subscription) and CC1507/15 (Defibrillators in Croxley Green) be moved forward on the Agenda. The proposal was agreed.

CC1501/15 Croxley Green Society Annual Subscription

The Chairman introduced this item and a Cllr questioned why this matter was even on the agenda as the subscription had been agreed in the budget. It was explained that it was due to historic wording of an Agenda item at the Annual General Meeting of the Council which has been corrected but a straightforward vote at this meeting would correct the matter.

A recorded vote was requested. Cllrs Bains, Baldwin, Edmunds, Gallagher, Greenman, Hollands, Kataria, Kaur, Mitchell, Ridley, Taft and Vassiliou voted for the proposal. Cllr Brand abstained from voting.

Resolved:

- That the subscription to Croxley Green Society be reviewed during the 2016/17 budget preparation following receipt of the annual subscription reminder from the Society and that the cheque for the 2015/16 subscription be released.

CC1507/15 Defibrillators in Croxley Green

The Chairman introduced this matter and asked Cllr Hollands to elaborate. Cllr Hollands gave an overview of his supporting paper which was circulated with the Agenda and Cllrs were very supportive of this initiative. Several questions were asked about defibrillators, firstly the possibility of acquiring more defibrillators in Croxley as the Guild of Sport have expressed an interest in having one and have agreed to pay for the electricity used to run it. It was asked if funding for further defibrillators could be achieved through sponsorship or whether money set aside for certain projects that did not happen could be transferred. Further questions were asked about storage, training and vandalism and it was clarified that defibrillators have full public access via a keypad, training is available although the machine explains the procedure when used and in regard to vandalism Abbots Langley have six and have not had any problem.

Resolved:

- That funding of £400 be released towards the purchase of two CPADS (public access defibrillators), their installation and ongoing maintenance and costs.

The Chairman thanked all those involved in this very worthy initiative.

CC1498/15 Minutes

The Clerk pointed out that there was an error in Minute CC1491/15 (Parish Council Charities 2015-16) where, in the first paragraph, the word 'in' should be added after 'is'.

Resolved:

- That the amended Minutes of the 306th monthly meeting of the Council held on Thursday 25 June 2015 be approved and signed by the Chairman.

CC1499/15 Matters Arising

There were no matters arising.

CC1500/15 Committee Reports

CC1500.1/15 Environment and Amenity Committee held on Tuesday 2 June 2015

Resolved:

- That the Minutes of the Environment and Amenity Committee held on Tuesday 2 June 2015 be adopted as a report of the meeting.

CC1500.2/15 Matters Arising

The Clerk was asked for an update on the Spindle Tree. He patiently explained that this matter had been finalised at the last meeting and the Minutes which had been issued to Cllrs reflect that. The Clerk was also asked about the nectar / oasis areas and he explained that ex-Cllr Dann has moved out of the area and has not been in contact regarding this matter.

CC1500.3/15 Planning and Development Committee held on Wednesday 3 June and 17 June 2015

Resolved:

- That the Minutes of the Planning and Development Committee held on Wednesday 3 June and 17 June 2015 be adopted as reports of the meetings.

CC1500.4/15 Any matters arising

There were no matters arising.

CC1500.5/15 Finance and Administration Committee of Thursday 11 June 2015

Resolved:

- That the Minutes of the Finance and Administration Committee held on Thursday 11 June 2015 be adopted as a report of the meeting.

CC1500.6/15 Matters Arising

The Clerk was asked if there was a report from the inspection of the Guild of Sport kitchen (for which the Parish Council gave a grant). The Clerk again explained that this has been documented in the most recent Committee Minutes which had been circulated to Cllrs.

CC1501/15 Croxley Green Society Annual Subscription

See above.

CC1502/15 DriveSafe Initiative

The Chairman introduced this item and the Clerk advised that this matter had been referred from the Planning and Development Committee for ratification. It was asked whether this was a worthwhile project if there were no powers but it was clarified that this initiative can lead to fines, endorsements and even prosecution and it was indeed a worthy initiative to encourage drivers to slow down.

Resolved:

- That the Council support the DriveSafe initiative;
- That Cllr Saxon becomes the lead Councillor and co-ordinator for the initiative.

CC1503/15 Parish Council Risk Assessment Review

The Chairman introduced this item and asked the Clerk to elaborate. The Clerk referred to the Risk Assessment document that had been circulated with the Agenda and advised that the Risk Assessment is reviewed each year but has not changed substantially since last year. It was asked where the original document was obtained and the Clerk replied that it was the Local Council Risk System, a database used by many Town and Parish Council's modified to suit this Parish Council needs and requirements.

Resolved:

- That the Risk Assessment be adopted.

CC1504/15 Parish Council's Internal Audit Review

The Chairman introduced this item and asked the Clerk to elaborate. The Clerk referred to the paper circulated with the Agenda and advised that the Internal Audit Review was very similar to that of last year and had proved very effective.

Resolved:

- That the Audit Plan be accepted.

CC1505/15 Projects / Budget Items 2015-16

This matter was introduced by the Chairman who asked for help either leading or supporting the list of budget submissions some of which had been submitted by former Councillors. He went through the list of current projects:

Cllr Hollands advised that Cllr Saxon had asked to be the lead Cllr for both the Stained Glass Windows and Poppies on the Green.

Sustainability

Cllr Kaur offered to support this project

Tree Planting

Cllrs Edmunds and Hollands offered to support this project – it was asked if this could be a joint venture between the E&A and P&D Committees.

Neighbourhood Plan

Cllr Mitchell will now be the leading Cllr with Cllrs Gallagher and Kaur supporting

Community Plan

Cllr Gallagher offered to be the lead Cllr for this project

Canal Partnership

Cllr Greenman offered to support this project

Market

Cllr Edmunds and Vassiliou offered to support this project

WW2 VE/VJ Commemorative Service

Cllr Ridley stated that it was now too late to organise these events as he had not been advised of an availability date from the Church until the end of January.

Stained Glass Window or Etched Doors at All Saints' Church

Cllr Saxon had asked to lead this project but the Clerk advised that this matter would have to be dealt with via a grant application from the Church for funding.

Stones Orchard

Cllr Edmunds advised that he had been working with ex-Cllr Dann on this and would now like to lead the project and Cllr Ridley offered to support it.

Poppies on The Green

Cllr Saxon had asked to lead this project and Cllr Taft offered to support it.

Bird Boxes

The Clerk offered the support of the rangers as they had made the bird boxes last year.

Senior Citizen's Outing

Cllr Hollands offered to lead and Cllr Vassiliou offered to support this project.

Dog Show

Cllrs Baldwin, Greenman and Kaur offered to support this project.

Wassail

Cllr Edmunds said that he did not need any help with this project.

Hedging

Cllr Ridley offered to support this project.

Picnic in the Park

Cllr Brand said that he did not need any help with this project.

Virtual Notice Board

The Clerk advised that this would form part of the website update (CC1509/15 refers).

The Chairman also pointed out that Cllrs help with bucket donations at Croxfest would be necessary and if Cllrs could submit their availability for that date (5 September) the office will put a rota together. Help will also be needed at the New Year's Eve firework display on The Green.

Resolved:

- Lead and supporting Cllrs for each project as detailed above be agreed;
- There will be a verbal update at the September Council meeting

[Post meeting note: Please contact the office if you require any administrative support for the above projects].

CC1506/15 Working Parties 2015-16

The Chairman referred to his supporting paper which discussed the need for membership of three working parties.

Resolved:

- That Cllrs Bains, Brand and Greenman become members of the Parish Pump Working Party;
- That Cllrs Baldwin, Greenman, Hollands, Kataria, Mitchell, Taft and Vassiliou become members of the Land Transfer Working Party
- That Cllrs Greenman, Kaur, Mitchell and Vassiliou become members of the Review of Council (working and meetings) Working Party

CC1507/15 Defibrillators in Croxley Green

See above.

CC1508/15 Committee Membership

The Chairman introduced this matter and asked the Clerk to elaborate. The Clerk advised that Cllr Taft had requested to be a member of the E&A Committee but there was an oversubscription of Cllrs who wished to sit on the Planning and Development Committee as Standing Orders set a maximum of 7 members. The Clerk continued, however, that following a discussion with Cllr Kataria he had agreed to sit on the E&A Committee resulting in the E&A Committee having 6 members and the P&D Committee having 7 members.

CC1509/15 Council's Website Update

The Chairman introduced this item and the Clerk reminded those present that he has a non-pecuniary interest in the agenda item. He added that he had explained his

position as Clerk to this Council in providing any necessary independent advice and guidance this Council requires. The Clerk added that his non-pecuniary interest in this particular agenda item is that the Company being recommended to Council in the best interests of this Council for its website update is a company owned by his daughter.

The Clerk advised that he had been asked by the F&A Committee to obtain alternative proposals and he gave an overview of the pros and cons for each of the proposals that had been circulated with the agenda. Members having reviewed the submissions gave their views and it was generally considered that KVA Design was the preferred option. It was felt that given the Clerk's declaration, regular reports should be submitted to the F&A Committee and that a Cllr offers support and assistance with this project. Cllr Taft volunteered to act in this capacity.

Resolved:

- That KVA update the Parish Council website with a new CMS system at a cost of £3,550 and an annual hosting charge of £250.

CC1510/15

Closure

There being no further business the Chairman closed the meeting at 9.36pm.