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MINUTES OF the 324th MONTHLY MEETING OF THE COUNCIL
HELD IN THE COUNCIL CHAMBER
ON THURSDAY 30 MARCH 2017 at 8.00PM

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

Cllrs Bains, Baldwin, Cole, Edmunds,
Gallagher, Hobbs, Linhart, Montague,
Ridley, Saxon, Vassiliou and Wynne-
Jones.

Not present: Cllr Kaur
Voting Members: 13
Members of the Public: 1

CC1711/17 Apologies for Absence
Apologies had been received from Cllr Hollands.

CC1712/17 Declarations of Interests by Members
The Chairman recommended that any declarations be made at the time.

CC1717/17 Co-Option of One Councillor for Durrants Ward
The Chairman introduced this item and thanked the candidate for attending the meeting. The co-option 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 CC1717/17 Co-Option of One Councillor for Durrants Ward be discussed.

The Clerk then read out the name and address of the candidate. The candidate was Mr Derek Wallington.

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

Resolved:

- That the candidate was nominated and seconded for co-option.

The Chairman then called for a proposer and seconder to proceed to co-opt a Councillor.

Resolved:

- That the co-option of one Councillor from those 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 Mr Wallington to speak for up to three minutes.

The Chairman advised that as there was only one candidate that the co-option be undertaken by a show of hands.

Resolved:

- That Derek Wallington is co-opted.

The Chairman congratulated Mr Derek Wallington on being co-opted onto Croxley Green Parish Council.

CC1713/17 Representations from the Public

No representations were made.

CC1714/17 Minutes

Resolved:

- That the Minutes of the 323rd Monthly Meeting of the Council held on Thursday 23 February 2017 be approved and signed by the Chairman

CC1715/17 Matters Arising

A councillor asked the Clerk if he could circulate the e-mail between himself (Clerk) and Three Rivers District Council in regards to their car parking survey. The Clerk confirmed to the councillor that he would circulate the correspondence to all councillors.

CC1716/17 Committee Reports

CC1705.1/17 Environment and Amenity Committee held on Tuesday 7 February 2017

Resolved:

- The E&A meeting of February 7 did not take place due to it being inquorate.

CC1705.2/17 Any matters arising

There were no matters arising.

CC1705.3/17 Planning and Development Committee held on Wednesday 7 and Wednesday 15 February 2017.

Resolved:

- That the Minutes of the Planning and Development Committee held on Wednesday 7 and Wednesday 15 February 2017 be adopted as report of the meeting.

CC1705.4/17 Any matters arising

A councillor asked if there were any updates regarding the potential development on Ascot Road. The Clerk informed members that the proposal was due to be considered by Watford Borough Council on the 19 April.

CC1705.5/17 Finance and Administration Committee held on Thursday 9 February 2017

Resolved:

- That the minutes of the Finance & Administration Committee of Thursday 9 February 2017 be adopted as a report of the meeting.

CC1705.6/17 Any matters arising

A councillor asked what music was played during the New Year's Eve fireworks on the Green. A councillor said that Tchaikovsky's 1812 Overture formed part of the selection but that they could not remember it all.

CC1717/17 Co-Option of One Councillor for Durrants Ward

This item was discussed above.

CC1718/17 Croxley Green Society (CGS) Questionnaire - Revels Procession

The Chairman introduced this item and asked councillors to refer to the Croxley Green Society survey included with the agenda. The Chairman made members aware that although they could debate amongst themselves how to respond to the survey the CGS had already made a decision to shorten the procession route.

After a discussion the council reached the following response to the CGS survey:

1. Yes – It's too long.
2. Yes this is a better route although it is far too short.
3. N/A
4. N/A
5. No- I think vehicles should be allowed.
6. Keep the procession, but with a shortened route. Not the one suggested by the CGS.

Resolved:

- That the Clerk informs the Croxley Green Society of the council's response.

CC1719.1/17 Events and Parish Council Supported Events

This item was withdrawn.

CC1719.2/17 Parish Council Supported Events

The Chairman introduced this item and asked Cllr Montague to elaborate. Cllr Montague informed members that he and Cllr Cole had submitted their paper with a view to improving both the Council's and general public's recognition and awareness of events supported and contributed by the Parish Council.

Cllrs discussed the proposals with differing views. One Cllr felt that some groups when awarded grants did not publicise enough that the money they were receiving was from Croxley Green Parish Council.

Another Cllr suggested that they thought that although groups are asked to publicise the funding received from CGPC it should instead be added to the grant form that they must include the council's logo or equivalent within their publicity.

One Cllr raised a point that they felt that there needed to be improved communication, and further details about events, made available to Cllrs after they have happened for the benefit of Cllrs who could not make the events.

In a discussion over the inclusion of the disclosure of applicant account information in the CGPC grant application form to ensure it aligns with the Three River's District Council grant application process, the Clerk pointed out this was already included in the CGPC grant application form under section B12.

Resolved:

- That all events or organisations that receive a contribution from Council funds are asked to recognise this in their publicity material, brochures, programmes, website, Facebook page or after event reports as appropriate.
- That an addition is made to the Council Events section of the CGPC Website to list a calendar of events that the Council is either organising or supporting with

funding (both to be highlighted to indicate the status) so that the public may be aware when the Council is contributing to or organising events.

- That all Councillors receive, at the beginning of each month a brief report on upcoming events and previously held events so members are aware of events and if any action is required from Councillors.
- That the events page of the CGPC website includes links to the websites or Facebook pages of the organisations responsible for an event.
- These recommendations are to be reviewed in six months' time.

CC1720/17 Croxley Green Society/Croxfest Funding and Grant Forms

This item was withdrawn.

CC1721/17 Strategic Business Plan Working Party

The Chairman introduced this item and asked Cllr Gallagher to elaborate. Cllr Gallagher informed members that following the council's decision to establish the Working Party looking into the creation of a functioning business plan the working party had since held a preliminary meeting.

From their meeting it was decided that Cllr Cole would chair the working party; former Cllr Wendy Jordan along with chairman of the Croxley Green Resident's Association Barry Grant be co-opted onto the working party; that the working party reports its progress from time to time to the Finance and Administration committee and that the Working Party should aim to complete its final report within six months. This was all down to the approval of the full council.

Cllr Gallagher then invited comments from members. A Cllr asked why the working party would be giving reports to the F&A committee to only a few members instead of at full council were all councillors would be able to have their say. Cllr Gallagher informed A Cllr that by reporting to the F&A it helped keep the working party streamlined and focused and that the F&A contained members from all the council's committees so it was quite well represented. A Cllr was also informed that any Cllr was welcome to join the welcome party and attend its meetings.

A Cllr raised a concern that by only inviting one of Croxley Green's many residents associations that it would seem as though the Parish Council is excluding residents from giving their input. Cllr Cole informed the Cllr that this was not his intention. He advised that he would be writing to the other resident's association in the village along with other third parties asking if they would like to make representation at the meeting. He also stressed the point that the CGRA was for all residents of Croxley Green whereas the others were only concerned with certain parts or roads of the village.

Resolved:

- That former Councillor Wendy Jordan and the chairman of the Croxley Green Residents Association, Barry Grant, be co-opted members of the Working Party
- That Cllr Cole chair the working party
- That the Working Party reports progress and issues to the Finance and Administration Committee from time to time
- That the Working Party should aim to complete its deliberations and final report within six months.

CC1722/17 Citizens Advice Bureau

The Chairman introduced the item and asked the Clerk to elaborate. The Clerk updated members on the progress of the Citizen's Advice Bureau sessions that were being held on the first Tuesday of every month with grant funds from Croxley Green Parish Council and that so far 7 residents have used the service.

CC1723/17 Social Media

The Chairman introduced the item and asked the Administrative Assistant to elaborate. The Administrative Assistant informed members on the developments made on the Croxley Green Parish Council social media accounts since November 2016.

CC1723A/17 Parish Council Building Renewal Working Party

This item was considered under Standing Order 9.1.14

The Chairman introduced this item and asked Cllr Saxon to elaborate. Cllr Saxon informed members that at the F&A committee meeting of 9 March recommendations had been made in relation to the creation of a working party looking into the renewal of the Parish Council offices. These included the withdrawal of £5000 from reserves and placed as a budget item to be spent on professional services to see the possible options available to the Parish Council in regards to the building's renewal and that the working party reports back to council with its proposals in time for budget submissions for 2018/2019.

Resolved:

- A working party is established with the brief to look into the renewal of the Parish Council Building on the site of the present building.
- A figure of £5000 be taken from reserves and placed as a budget item for this working group with the intention of it being spent on the professional services of an architect to draw up plans (based on research from present Councillors, The Clerk, and Staff) for a new Parish Council building ready for submission to Three Rivers District Council planning committee.
- That this working party should report back to Council with its proposals in time for the precept and budget considerations for 2018/2019. (i.e. October this year)

CC1724/17 PART 2

Resolved:

That the meeting proceeds to a confidential Part 2 discussion.

CC1724.1/17 Community Assets

The Chairman introduced this item and took members through the supporting papers supplied to them in confidence.

Resolved:

- That the matter be progressed as discussed;
- That the detail of the decision of this meeting is not released to the general public at this time.

CC1724.2/17 Councillor Conduct – Code of Conduct and Social Media

The Chairman introduced this item and asked the Clerk to elaborate. The Clerk took members through the supporting papers supplied to them in confidence.

Resolved:

- That the matter be progressed as discussed;
- That the detail of the decision of this meeting is not released to the general public at this time.

CC1725/17 Closure

There being no further business the Chairman closed the meeting at 9:31pm.