



MINUTES OF the 339<sup>th</sup> MONTHLY MEETING OF THE COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON THURSDAY 25 OCTOBER 2018

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

Cllrs Baldwin, Benner, Cole, Collingwood, Gallagher, Hobbs, Mitchell, Montague, Ridley, Wallington & Vassiliou.

Voting Members: 12

Not Present: Cllr Bains

Members of the public: 6

CC1908/18 Apologies for Absence

Apologies had been received from Cllrs Hollands & Kaur.

CC1909/18 Declarations of Interests by Members

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

CC1910/18 Co-Option of One Councillor for Dickinsons Ward

The Chairman introduced this item and thanked the candidates for attending the meeting.

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

**Resolved:**

- That the Agenda item CC1910/18 Co-Option of One Councillor for Dickinsons Ward be discussed.

The Clerk then read out the names and addresses of the candidates. The candidates were Adam Birch, Alex Charlton, Naz Panju and Judy Stansell.

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

**Resolved:**

- That the candidates be nominated and seconded for co-option.

The Chairman then called for a proposer and seconder to proceed to co-option using the documented co-option procedure.

**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 the candidates to speak for up to three minutes. At this point Cllr Gallagher advised that as he knew one of the candidates he would not take part in the co-option procedure.

**Resolved:**

- That Adam Birch is co-opted.

The Chairman congratulated the candidate who had been successful and emphasised that those who had not been successful on this occasion should put themselves forward for election in 2019.

- CC1911/18 Parish Matters  
A resident thanked the Parish Council for all the poppies on the lamp posts this year and advised that the Croxley Green History Project has arranged a WW1 exhibition in the library to run for a couple of weeks.
- CC1912/18 Representations from the Public  
In regard to Agenda item CC1919/18 Neighbourhood Plan, a resident commented that it was very good news that TRDC had given the approval for the Neighbourhood Plan to proceed to referendum.
- CC11913/18 Minutes  
**Resolved:**
- That the Minutes of the 338th Monthly Meeting of the Council held on Thursday 27 September 2018 be approved and signed by the Chairman
- CC1914/18 Matters Arising  
Cllr Mitchell updated Members about the brief enquiries he had with local doctor surgeries who were in the main supportive of the idea. Cllr Mitchell added that further enquiries will be made and he and Cllr Kaur will report back to Council in due course.
- CC1915/18 Committee Reports
- CC1915.1/18 Environment and Amenity Committee held on Tuesday 4 September 2018  
**Resolved:**
- That the Minutes of the Environment & Amenity Committee meeting held on Tuesday 4 September 2018 be adopted as a report of the meeting.
- CC1915.2/18 Any matters arising  
There were no matters arising.
- CC1915.3/18 Planning and Development Committee held on Thursday 6 and 20 September 2018.  
**Resolved:**
- That the Minutes of the Planning and Development Committee meetings held on Thursday 6 and 20 September 2018 be adopted as report of the meeting.
- CC1915.4/18 Any matters arising  
There were no matters arising.
- CC1915.5/18 Finance and Administration Committee held on Thursday 13 September 2018  
**Resolved:**
- That the Minutes of the Finance & Administration Committee of Thursday 13 September 2018 be adopted as a report of the meeting.
- CC1915.6/18 Any matters arising  
There were no Matters Arising.

CC1916/18 Internal Audit Report (Interim) for the year ending 31 March 2019

The Chairman opened the item and asked the Clerk to elaborate. The Clerk was pleased to report that yet again there has been a clean Internal Audit Report

**Resolved:**

- That the Internal Audit Report is noted

CC1917/18 Croxley Green Beautification Project

The Chairman introduced this item and asked Cllr Hobbs to elaborate. Cllr Hobbs went through his supporting paper that had been circulated with the Agenda and explained that the proposal was to place 8 planters which have cycle racks attached on the very wide pavement outside the shops in Watford Road. The planters would be hired and the costs include maintenance.

A discussion ensued during which it was pointed out that there were some small half barrel planters in that area but it was noted that some were not as maintained as others by the shop keepers.

In response to the size of the planters, it was clarified that a site visit had taken place with the contractor supplying an example so that its impact could be visually assessed in practice and it was concluded that they would fit in well.

The installation would be for a trial period and if successful the scheme could be extended elsewhere. The criteria for its success would be public feedback.

The proposal was for 8 planters but it was suggested that for the trial period only 4 should be obtained.

**Resolved:**

- That the Council proceeds with the hire of 4 planters at a cost of £1,270 for a trial period of six months;
- That the extra funding for the project namely £770 over and above the allocated budget of £500 be taken from general reserves.

CC1918/18 Reorganisation of Council Business and Meetings

The Chairman introduced this item and asked Cllr Mitchell to elaborate. Cllr Mitchell referred to the supporting paper prepared by the Clerk that had been circulated with the Agenda and added that the Committees have now discussed the way they work and appropriate recommendations are now being put to Council.

A discussion ensued with comment about whether a reduced number of meetings would make the Council less effective in undertaking its business but it was commented that the opposite would happen. The proposed "call-in" procedure was explained, the detail of which would be placed in standing orders, and that the procedure could only be enacted at a meeting when a new, unbudgeted, matter was to be discussed.

A recorded vote on the recommendations was requested:

**Recommendations:**

- That Council give full delegation to each Committee to manage and disburse funds from within their agreed budget;
- The minimum number of members on each committee is six and in the case of the E&A and P&D Committee's no maximum number;
- That the F&A committee membership is extended from the Chairman and Vice Chairman of E&A and P&D to include up to two additional members;

- A 'Call-in' procedure is adopted whereby two councillors be they voting or non-voting members of a committee can refer a matter from Committee to full Council for a decision;
- That the Committees and Council meet every two months with the F&A and Council meetings held on alternate months – noting exceptional arrangements in an election year;
- That the E&A and F&A terms of reference are updated as set out in the supporting paper;
- That the P&D terms of reference be updated;
- That Standing Orders are updated to take account of the above recommendations.

<b>Cllr</b>	<b>For</b>	<b>Against</b>	<b>Abstain</b>
Baldwin			x
Benner	x		
Cole	x		
Collingwood	x		
Gallagher	x		
Hobbs		x	
Mitchell	x		
Montague	x		
Saxon	x		
Ridley	x		
Vassiliou	x		
Wallington		x	

**Resolved**

- That the above Recommendations are agreed.

CC1919/18

Neighbourhood Plan

The Chairman introduced this item and asked Cllr Mitchell to elaborate. Cllr Mitchell referred to his supporting paper circulated with the agenda and was pleased to report that TRDC had recommended that the Neighbourhood Plan proceeds to a referendum on 6 December.

Cllr Mitchell added that it was going to be important to get the message out to residents about the importance of the Plan and the need to support the Plan in the referendum.

**Resolved**

- a Parish Lite concentrating on the NP referendum to be put out to all households in the Parish at a distribution cost of approximately £450;
- a working party of Cllrs Benner, Gallagher and Mitchell be formed to co-ordinate getting the messages out to residents;
- To use the social media to get the message across to as many people as possible.
- To contact MyCroxleyNews and the Watford Observer and any other media;
- That £1,000 be vired from reserves as necessary towards costs.

CC1920/18 Feeling Safe in Croxley Green

The Chairman introduced this item and asked Cllr Benner to elaborate. Cllr Benner referred to her supporting paper circulated with the agenda and commented that the Village Hall would be the location so there would be no cost involved regarding hall hire. The self-defence instructor had agreed to run the initial trial session for free but there would be a small cost to cover the expenses of his assistant.

**Resolved**

- That an initial self-defense class for women be arranged;
- That OPAL is contacted to arrange a follow up event for our senior citizens;
- An interactive session between the community and PCSOs takes place at the April 2019 Annual Parish Meeting

CC1921/18 Budget Briefing 2019/20

The Clerk commented that a draft of the budget for 2019/20 had been circulated with the agenda for Members to view and pointed out that budget proposals should be submitted to him by the end of November at the latest.

CC1922/18 Closure

There being no further business the Chairman closed the meeting at 9.52pm