



MINUTES OF the 299<sup>th</sup> MONTHLY MEETING OF THE COUNCIL  
HELD IN THE COUNCIL CHAMBER  
ON THURSDAY 30 OCTOBER 2014 at 8.00PM

Present: Cllr Mitchell in the Chair David Allison – Clerk to the Council

Cllrs Baldwin, Bennett, Brading, Brand, Dann, Edmunds, Getkahn, Isard-Brown,  
Jordan, Martin, Ridley and Wynne-Jones

Voting Members: 13

Members of the Public: 3

CC1399/14 Apologies for Absence

Apologies had been received from Cllrs Seeley, Shafe and Vane

CC1400/14 Declarations of Interest by Members

There were no declarations to note.

CC1401/14 Representations from the Public

Representations were made by a resident in regard to item CC1410/14, Dog Bins at Old Merchant Taylors. It was explained that Barratt Homes had refused to pay for the installation of dog waste bins but the issue of dog fouling continues. Some dog owners do not pick up the waste at all and those that do use dog waste bags then throw the bags into the adjacent bushes. The representative asked the Council for some help in order to alleviate the problem.

Representations were also made in regard to item CC1412/14, Council's Charities Fundraising. The representative from the Rickmansworth, Watford and District Sea Cadets, who are one of the chosen Council Charities for 2014/15, explained the work of the sea cadets at their Croxley base. They have been in existence for 50 years and currently have 45 cadets which is about the maximum they can cope with at the moment. It was stated that their building needs to be in good shape and their 5 yearly inspection of the electrical system was due and there is constantly work that has to be done so the help with funding is much appreciated.

The Chairman thanked those who gave presentations.

The Chairman proposed under Standing Order 9.1.6 that the Agenda items CC1410/14 and CC1412/14 be moved forward on the Agenda. The proposal was agreed.

CC1410/14 Dog Bins at Old Merchant Taylors

The Chairman introduced this item and referred to the Supporting Paper issued with the Agenda. The Chairman continued that the matter had been previously discussed at an Environment and Amenity Committee meeting with the resultant outcome that Barratt Homes be asked to pay for the bins although the Council would empty them via its contractor. Barratt Homes had refused to fund the bins hence the item now being discussed. The Chairman invited comments from Members.

Members discussed the matter that the Old Merchant Taylors houses are on a private estate on private land but it was pointed out that there was no public access restrictions and access is not only from Lincoln Way but also from

Hastings Way. It was asked whether the Council had seen any agreements between the residents and Barratt Homes about such infrastructure or whether there had been any conditions in the planning application for such facilities. The Clerk advised that paperwork was in place regarding permission for bins to be installed and that had been circulated with the Supporting Paper at the Environment and Amenity Committee meeting. It was also pointed out that planning application decisions would not usually consider such matters of dog waste bin installations.

Members pointed out that irrespective of the status of the land, the residents are indeed residents of Croxley Green and that if the Council wishes to continue to improve the environment of Croxley for the benefit of all residents then the purchase of the bins should be supported.

It was asked that the matter be put to the vote and a recorded vote was requested. The Clerk read out the recommendations from the supporting paper. Those in favour of purchasing two dog bins were Cllrs Baldwin, Bennett, Brading, Dann, Edmunds, Getkahn, Isard-Brown, Jordan, Martin, Mitchell and Wynne-Jones. Cllr Brand was against the proposal. Cllr Ridley abstained.

**Resolved:**

- That the Council funds the purchase and installation of 2 x 45ltr dog waste bins for the Old Merchant Taylors site at a cost of £593.04;
- That the Council adds these two new dog waste bins to the existing schedule for emptying by contractor at the rate for dog waste emptying, currently £2.40 per bin per empty;
- That the Clerk is delegated discretion in terms of whether the new bins will need a twice a week empty or once a week empty depending on usage.

CC1412/14

Council's Charities Fundraising

The Chairman introduced this item and referred to the Supporting Paper circulated with the Agenda. The Chairman thanked those who had supported the Council's fund raising activities so far. Some £800 had been raised at Crocfest and over £350 raised at the Dog Show.

The Chairman stated that he had recently met with the two nominated charities that the Council would be supporting in 2014/15 to discuss other fund raising activities. The activities included a Quiz Night to be held in the Sportsman public house, a Barn Dance/ Ceilidh likely to be held in the Mill End Sports and Social Club and the Sea Cadets Open Day in February with tea and cakes.

It was asked why the Barn Dance would need to be in a hall in Mill End to which it was stated that it was because for such an event the hall is the most suitable in size.

Whilst other suggestions were put forward for fund raising activities it was pointed out that there really was not a lot of time left to get new activities organised and it would be better to focus on existing proposals.

**Resolved:**

- That the following fund raising events be focused on:
  - Quiz Night
  - Sea Cadets Open Day
  - Wassail
  - Barn Dance/Ceilidh

CC1402/14 Minutes

It was pointed out that under CC1389.5/15 that the date of the Minutes of the Finance and Administration meeting should have read 10 July not 12 June. The Clerk apologised for the error and the Minute was amended accordingly.

**Resolved:**

- That the amended Minutes of the 298<sup>th</sup> monthly meeting of the Council held on Thursday 25 September 2014 be approved and signed by the Chairman.
- That the Minutes of the Extraordinary Council meeting held on Wednesday 20 August 2014 be approved and be signed by the Chairman.

CC1403/14 Matters Arising

CC1394/14 Verbal Update regarding HCC Library Service. It was asked what the outcome of the meeting with the HCC Library Service was. The Chairman said that the Library Service set out their strategy for libraries and that Croxley would have a 'Tier 2' status – offering core library services, seek to extend access through the use of self service and volunteer supervised opening. The Chairman stated that it was a good meeting and that the HCC Library Service would like to work more closely with the Parish Council regarding future operations.

It was also asked whether the Library and Red Cross Centre had been accepted by TRDC as an Asset of Community Value to which the Clerk confirmed that it had and was now listed as such on the TRDC web site.

CC1390/14 Project Updates 2014-15. An update was requested regarding Stones Orchard. It was advised that the tree Management Plan was in place and a number of initiatives are now being looked at.

An update was requested on the Producers Market to which it was reported that no further progress had been made at this time.

An update was requested about the Local Travel Map project. The Clerk advised that he had provide an electronic street map to Cllr Brading but no further progress had been made at this time.

An update was requested about Bird Boxes. It was pointed out that Cllr Wynne-Jones was the lead Councillor for this and that the matter should just be progressed.

CC1395/14 Electoral Review of Hertfordshire County Council. It was requested that the Council should write to HCC in support of the proposal that kept Croxley Green as one area. The Clerk pointed out that the Agenda item being discussed is Matters Arising and no actions can be put forward as the Agenda item is for information exchange purposes only. The Clerk pointed out that no action had arisen from the discussions at the last meeting as Members noted the proposals as set out in the Minutes.

CC1397/14 Part 2 Matters. It was asked why there was a reported item in the Minutes regarding the Part 2 discussions at the last Meeting. The Clerk advised that the Part 2 session needs to be summarised in the public Minutes but not the detail of the discussion as this would be Private and Confidential, the detail of which would only be available to Councillors. The Clerk pointed out, however, that he had previously advised when circulating the Minutes of the last meeting that the précis of the Part 2 discussion in the public Minutes more than adequately summarised the discussion that took place and as a result there would not be a separate Minute for Councillors only regarding that matter.

Cllr Edmunds wished it to be recorded that he disagreed with the Clerks view and that Part 2 matters should not be recorded in Minutes at all.

CC1404/14 Committee Reports

CC1404.1/14 Environment and Amenity Committee held on Tuesday 2 September 2014

**Resolved:**

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

CC1404.2/14 Any Matters Arising

EA1067/14 Ponds and S137 Grant Application. It was asked whether land ownership had been resolved. The Clerk advised that he was still waiting to hear back from TRDC on this matter.

EA1066/14 Car Parking and Posts on the Green. An update was requested and it was advised that a recent site meeting had taken place with TRDC to determine where it would be appropriate to install 'No Parking' signs and where new or additional more substantial posts should be installed to deter parking. It was reported that TRDC would be preparing costs as to what would be required.

CC1404.3/14 Planning and Development Committee held on Wednesday 3 September and Wednesday 17 September 2014

**Resolved:**

- That the Minutes of the Planning and Development Committee held on Wednesday 3 September and Wednesday 17 September 2014 be adopted as a report of the meetings.

CC1404.4/14 Any matters arising

PD2363/14 Planning Applications. It was asked what the current situation was in regard to application 14/1491/FUL new 4 bedroom detached house, Parrotts Close. The Clerk advised that TRDC had granted planning permission and that the associated Listed Building Consent had also been approved.

CC1404.5/14 Finance and Administration Committee held on Thursday 11 September 2014

**Resolved:**

- That the Minutes of the Finance and Administration Committee held on Thursday 11 September 2014 be adopted as a report of the meeting.

CC1404.6/14 Any matters arising

FA1019/14 Festive Decorations Contract Renewal. Following a question about the Christmas lights the Clerk pointed out that this matter was being progressed under the Council's Finance Regulations 11.1(iv) as an extension of an existing contract.

CC1405/14 Budgets 2015/16

The Chairman introduced this item and asked the Clerk to elaborate. The Clerk referred to the Supporting Paper circulated with the Agenda and reminded Members that the Council's Finance Regulations now require budget proposals for 2015/16 to be submitted by the end of November. The Clerk said that it would be unlikely that TRDC would be providing Band 'D' information until early December and we would also have to wait to learn about what level of grant would be forthcoming this year as a result of previous benefit changes. However, the Clerk said that TRDC had previously indicated that the grant would likely reduce by a further 15.28% from last year which would equate to £10,657.

The Clerk reminded Members that if they have any questions about the budget preparation and procedures to contact him.

CC1406/14 Commemoration Service of VE Day and VJ Day 2015

The Chairman introduced this item and asked Cllr Ridley to elaborate. Cllr Ridley referred to the Supporting Paper circulated with the Agenda and considered that it was appropriate that a working party be established to start considering proposals for these events.

Members thought this was a good idea and that a working party should be formed.

**Resolved:**

- That a working Party be formed;
- That Cllrs Ridley, Brand, Baldwin and Wynne-Jones would be part of the Working Party.

CC1407/14 Croxley Green Local Area Forum Reporting

The Chairman introduced this item and asked Cllr Ridley to elaborate. Cllr Ridley referred to the Supporting Paper circulated with the Agenda and said that there appear to be no minutes of the Local Area Forum and therefore as Councillors there was no record of what took place and the topics discussed.

It was reported that TRDC will no longer be clerking the Local Area Forum and no minutes would be taken although there would be action notes for TRDC Cllrs.

A discussion ensued as to how residents would learn about the outcome of the Forum if they did not attend. Accordingly, a Parish Councillor who attends should report back to Council with an overview of what transpired at the Forum meeting.

It was pointed out that such a feed back from a Councillor to the Council would be that individual Councillors view of what was discussed. It was also pointed out that if such a report was made to Council, the Parish Council in essence would finish up clerking the meeting by way of minuting the Cllrs report.

It was suggested that a Cllr be appointed as a Council Representative to attend the Local Area Forum and report back in a similar way to other Council appointed representatives.

It was also stated that those attending the Local Area Forum may not necessarily be representative of Croxley residents.

An amended proposal was put forward that a Cllr attending the Local Area Forum provides an 'objective' verbal report.

**Resolved:**

- That an Agenda item be included on the Full Council Meeting following a Local Area Forum to receive an objective verbal report by any Parish Council who attended.

CC1408/14 Cllr Peter Getkahn Appointment to the E&A Committee

The Chairman introduced this item and asked the Clerk to elaborate. The Clerk stated that as Cllr Getkahn was now on the TRDC Planning Committee he had been advised to step down from the Parish Council's Planning Committee due to a potential conflict of interests.

Accordingly, Cllr Getkahn had expressed an interest in joining the Environment and Amenity Committee and therefore would now be on that Committee.

CC1409/14 Internal Audit Report (Interim) for the year ending 31 March 2015

The Chairman introduced this item and invited comments.

No comments were received.

**Resolved:**

- That the Internal Audit Report (Interim) was noted.

CC1410/14 Dog Bins at Old Merchant Taylors

This item was discussed earlier in the meeting – see above.

CC1411/14 Croxley Green Election Costs 2011

The Chairman introduced this item and asked the Clerk to elaborate. The Clerk referred to the Supporting Paper circulated with the Agenda advising that TRDC had sent an Invoice for the costs of the 2011 Parish Council elections. The Clerk added that at the Council meeting on 26 June 2014 (Minute CC1355/14 referred), Council had resolved that no further action be taken on the matter of election costs until further information was provided by TRDC.

The Clerk added that he and the Clerks of the other Parish Councils had had a recent meeting and consider that the information provided by TRDC with the Invoice fell well short of expectation and considerably more information was required in order to properly brief Members about this matter. The Clerk added that the Clerks had agreed that a joint letter would be written to TRDC advising that the apportionment method that TRDC had adopted was inappropriate and that costs should be detailed by Parish. The Clerk continued that there was insufficient information in regard to how the costs have been arrived at in relation to the fact there was a combined election with TRDC and the Alternative Vote Referendum.

Accordingly, the Clerk recommended that a letter be sent to TRDC to the effect of not accepting the Invoice as valid as there is insufficient information for Members to consider and verify the costs as appropriate to the residents of Croxley Green.

Members agreed with the Clerk's comments.

**Resolved:**

- The Clerk writes to TRDC to reject and dispute the invoice until further information as requested by a joint letter from Parish Clerks is available.

CC1412/14 Council's Charities Fundraising

This item was discussed earlier in the meeting – see above.

CC1413/14 Annual Joint Parish Councils Meeting with Three Rivers District Council

The Chairman introduced this item and referred to the Supporting Paper circulated with the Agenda which included the notes of the meeting held on 20 October 2014.

The Chairman stated that the items raised at the meeting emanated from the Joint Parish Council's meeting held in September. The Chairman said that there was increasing concern regarding communications with TRDC from Parish level but that TRDC were expecting that their Customer Call Centre be used. This was frustrating for the Clerks as they wish to speak to officers directly.

The Chairman continued that there was some degree of negativity from TRDC when it came to discussing transfer of assets and that TRDC were putting together an Asset Management Plan before they would take this matter forward. A discussion ensued regarding the land transfer that occurred with Harpenden Town Council.

The TRDC meeting discussed Neighbourhood Planning and the Parish Council made it clear that the difference between Community Plans and Neighbourhood Plans was well understood. TRDC were thanked by the Council for the input to date from TRDC in its development of the Neighbourhood Plan.

The Chairman stated that there was little doubt that there needs to be closer working relationship with other Parishes in the District in order to bring combined benefits at Parish level.

**Resolved:**

- That the Parish Council works more closely with other district Parish Councils;
- That a meeting be set up with Harpenden Town Council to discuss land transfer.

CC1414/14

Closure

There being no further business the Chairman closed the meeting at 9.59pm.