



**CROXLEY GREEN PARISH COUNCIL
ANNUAL REPORT 2017/18**



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FOREWORD

This is the first Annual Report describing all the Parish Council's work. In previous years the Council has reported at the Annual Parish Meeting and published the reports in The Parish Pump.

Why the change?

There are several reasons for the new approach. We no longer publish the long form Parish Pump and the new Parish Pump Lite is too short for an adequate report. The Parish Council does much more each year than can be presented briefly in the Annual Meeting. We want to encourage residents to think about what the Parish Council does and suggest other activities that we could promote or improvements that would benefit everyone.

The Council Strategic Business Plan working party was set up in Spring 2017. It initially planned to develop a set of strategic objectives, proposed by residents, which would guide the Council's work over the next three to five years. We believed that this could be the basis for a written plan that we could consult on and publish during 2018.

Despite making contact with as many organisations, associations and interest groups as we could and speaking to as many individuals as possible, for example at the Revels, we encountered a stumbling block. Surprisingly, in a community that is brilliant at getting things done, people were unforthcoming, almost to the point of shyness, and we found it hard to get many suggestions. We wondered whether it was because people don't really know what the Parish Council actually does, or what it could do. We decided to use the Annual Report as a first step to set out what we do, and what we might aspire to do.

The report structure

Previous reports and the Annual Parish Meetings have been based on the Council's committee structure and therefore rather inward looking. The committee structure is explained in this report. The committees are responsible for the expenditure of the Council but don't reflect what the Council actually does and the services provided for residents.

So we looked for another way of describing what the Parish Council does and how it benefits Croxley Green. We have 'sliced and diced' the council's activities, and financial reporting, to reflect the diversity and have suggested seven key categories, which we think identify what the Parish Council does and could do to help make Croxley Green special:

- The natural environment
- Providing leisure and cultural facilities for all age groups
- The safety and security of people and their property
- Enhancing health, education, business and community facilities
- Communicating effectively with all stakeholders
- The built environment
- Running a professional and efficient local government

We would be very interested to learn your views on this new approach.

This Annual Report would not have been possible without the help of a host of contributors who are listed in Appendix A on page 25. We are very grateful for their efforts.

We hope you find this report both helpful and informative and should you wish to comment on it, or on any aspect of our services, please contact your local Parish Councillor or the Parish Council Office.

INTRODUCTION

OUR MISSION STATEMENT & VISION

The Parish Council's mission & vision is to promote pride in Croxley Green by focusing on its people, community ideals, environment and the economy - Keeping Croxley Special.

- To encourage residents to express their views, aspirations, expectations and concerns about Croxley Green;
- To facilitate taking forward residents ideas in partnership with others as appropriate;
- To provide a professional, economic and effective service;
- To enable, assist and encourage other local organisations and agencies to provide, develop and extend their services;
- To encourage local businesses;
- To promote and represent the best interests of Croxley Green;
- To encourage the provision of recreational facilities within Croxley;
- To enhance the use of the natural environment available within the Parish.

DELIVERING THE VISION

Croxley Green Parish Council's purpose is to enhance the quality of life for residents in order to keep the village distinct and special. It achieves this purpose by focussing on:

- The natural environment;
- Providing leisure and cultural facilities for all age groups;
- The safety and security of people and their property;
- Enhancing health, education, business and community facilities;
- Communicating effectively with all stakeholders;
- The built environment;
- Running a professional and efficient local government.

COUNCIL TEAM

Staff

The Council currently has four full-time employees:

David Allison, Clerk to the Council. David administers the Council and must carry out all the functions required by law. He is the Parish Council's "Proper Officer" and only the Clerk can sign official documents on behalf of Council. He is also the Council's Responsible Financial Officer and carries out all the accounting and financial record keeping required of the Council.

Ryan Bennett, Administrative Assistant. Ryan supports the Clerk in the various functions of the Council, attends meetings with him and is often the first face visitors will see at the Council Offices.

James Townley, Senior Ranger and **Anthony Bassenger**, Ranger (recruited in October 2017). James and Anthony maintain the open spaces and footpaths in the village to the high standard residents have come to expect. They also work with local schools and organisations to develop interest in keeping Croxley green and clean. James was promoted into the role of Senior Ranger in July 2017 following the departure of **Philip Hinton** to a new job. Philip had served Croxley Green well for 3½ years.

Additionally, the Council pays for but does not employ a Police Community Support Officer to patrol Croxley Green in addition to the PCSO funded by Herts Constabulary on the principle of buy one, get one free. We have been well served for many years by PCSO **Steve Jacob** and by PCSO **Daisy Jenkins**, who joined more recently.

Councillors

The Council has 16 elected Members, listed below. Councillors are required to abide by a Code of Conduct that sets out rules governing their behaviour, a Media Relations Policy and Social Media Policy.

Dickinsons Ward (8 Members)	Durrants Ward (8 Members)
David Bains	Ken Baldwin
Trevor Collingwood (from September 2017)	Emily Benner (from March 2018)
Dudley Edmunds (Chair of E&A)	Nigel Cole (Vice chair E&A)
Jeremy Hollands (Vice Chairman of Council)	Andrew Gallagher (Chair P&D)
Jussie Kaur	Andrew Hobbs
Chris Mitchell (Vice chair P&D)	David Montague
Robert Ridley	Cliff Vassiliou
Mark Saxon (Chairman of Council)	Derek Wallington

The village is divided into two wards of broadly equal populations: **Dickinsons**, occupying the south and west of the area; and **Durrants** which encompasses the north eastern part.

Parish Councillors are elected for a fixed four year term and the next election will be in May 2019. Historically Croxley Green Parish Council has been an independent council with elected Councillors voting as individuals not influenced by party political bias and this status has been tacitly honoured by all the main political parties.

David Wynne-Jones 1937-2017

The Council's Union flag was at half-mast for a week in July 2017 in memory of Councillor David Wynne-Jones who passed away whilst holidaying in France. Councillor Wynne-Jones was a long-standing and dedicated member of the Parish Council having first joined in 1998. Having lived in the village for more than 60 years, David was well known and respected in the community.



David was a keen environmentalist having served as Chairman of the E&A committee, represented the Parish Council at the Environmental Forum at Three Rivers, was the instigator of the newly formed Croxley Green Bird-Box Trail and could always be found supporting Parish Council events.

David was a rare individual who saw the best in everyone and treated everyone with consideration, courtesy and kindness. His wit and wisdom will be remembered and sadly missed.

Committees of Council

All but one of the Councillors are members of one of the council's four standing committees. The committees consider the detailed business of the parish making recommendations to the full council.

A record of Councillors attendance at meetings is at Appendix B on page 26.

The **Finance & Administration Committee** is responsible for Finance, Administration, Personnel and Property. As the Members of this Committee are the Chairman and Vice Chairman of the Council together with the Chairman and Vice Chairman of the Council's other Committees, this Committee forms, in essence, the Executive of the Parish Council.

The **Environment & Amenity Committee** is responsible for considering policy on aspects such as Playing Fields, The Green, Open Space and Trees, Leisure Activities, Landscaping Proposals, Footpath Maintenance, Litter, Conservation, Recycling, War Memorials and other matters referred from Council.

The **Planning & Development Committee** is responsible for considering policy on aspects such as Town Planning, Public Transport, Road Safety, Village Appraisal and Sign Posting. Additionally we are a statutory consultee in the planning process that is part of Three Rivers District Council's remit.

The **HR and Compliance Committee** is an internal confidential sub-committee of the Finance and Administration Committee, reports directly to it and is attended by members of the committee only. Its meetings are not open to the press or to the public and any minutes from the Committee are not placed in the public domain. Membership of the HR and Compliance Committee consists of the Chairman and the Vice Chairman of the Council and two other Members.

Working Parties

During the course of the Council's business certain matters arise that don't obviously fit into the committee structure, or ideas that need to be considered informally by councillors. For this purpose the Council may establish working parties with the remit to develop plans, concepts or projects that may, in due course, be adopted by Council as active projects. Working parties are often made up of a combination of councillors and local residents and have flexibility not available to standing committees.

SUMMARY OF THE YEAR

CHAIRMAN'S REPORT

Councillor Mark Saxon

I am delighted to provide my report for the Croxley Green Parish Council. I must first thank my fellow Councillors who, as volunteers, are trying to bring forward ideas and events that benefit the community we all live in. Their time and commitment to our community is rarely acknowledged and as our country begins a new phase the ethos of volunteering will, of necessity, become even more important.

Our purchase of Weston Wood, adjacent to Mill Lane, was a milestone decision for the Council, as it was the first parcel of land purchased for and on behalf of the community by this Council. We will continue to develop our strategy ensuring that any available land or buildings that are presently in community use (and that come up for sale) are considered for purchase.

On this note I continue to be disappointed by the reluctance of the District Council to enter into meaningful discussions about transferring The Green & Stone's Orchard into Parish ownership. My personal interpretation is that our District Council sees Parish Councils as amateur distractions and rather than working in partnership with the Parishes they would prefer we did not exist.

The work undertaken in developing the Neighbourhood Plan alone signifies just how difficult and complicated legislation is in order for us to make a real difference to our communities' visions and aspirations. Councillor Andrew Gallagher and our Clerk, David Allison, have devoted a huge amount of time to this one project and our draft plan has been held up by other organisations as a model document.

Finally, I would like to commend the work done by all of our staff over the previous year from David & Ryan in the office to our two marvellous and hard-working Rangers James and Anthony.

May Croxley Green Parish Council continue to flourish and please consider standing as a Councillor at the next elections should you wish to assist in 'Keeping Croxley Special'.



Cllr Mark Saxon

FINANCE & ADMINISTRATION COMMITTEE

Councillor Mark Saxon

The Finance and Administration Committee meets each month except in August. Its main regular function is to consider, scrutinise and approve the monthly and year to date management accounts, and all payments that are made each month. In addition the F&A has the responsibility, although the real work is carried out by the Clerk, to ensure the Council complies with financial regulations that apply to the council including internal and external audits. The F&A is pleased to be able to report twelve successive years of 'clean' (unqualified) annual accounts.

A further part of the F&A's work concerns property. The Parish Council has until recently owned very little property, beyond its office building and the Parish Rangers' depot. In the last year we were very pleased to secure the purchase of Weston Wood. This purchase had to be handled confidentially at both the F&A and full Council meetings as we were concerned that the agreed price would rise if bidding became competitive. There is more about Weston Wood on page 11.

ENVIRONMENT & AMENITY COMMITTEE

Councillor Dudley Edmunds

The Environment and Amenity Committee meets monthly other than in August and has an array of contrasting environmental and amenity aspects to oversee. These include the maintenance of Weston Wood, directly owned by the council on behalf of residents, The Green, Stone's Orchard, and Croxley Hall Woods, all by arrangement with Three Rivers District Council, the 25 public footpaths under an agreement with Hertfordshire County Council and litter and dog waste bins in certain areas - to name but a few.

Our village Wassail was, again, well attended across a wide age range, babe in arms to grandparents. The trees that have been planted over the last year or two seem to have taken well and we can look forward, hopefully, to another excellent fruit crop on trees and hedges. Overhearing some of the comments made to young children I am wondering if we should organise a foraging day for adults and children alike: thoughts on this will be welcome.

We considered, in detail, the Countryside Management Services action plan for Stone's Orchard and responded to the authors with our comments. Our subsequent meeting with TRDC Officers and CMS was positive and we believe that they are in agreement with the points we made. More information about this exchange is on page 12.

Our Rangers are doing an excellent job keeping Croxley Green as green and as tidy as possible.



The Rangers continue to manage and maintain parts of Croxley Hall Woods and will also be responsible for the upkeep of Weston Wood recently purchased for the community by the Parish Council. We debated whether to introduce byelaws for Weston Wood following its purchase, but agreed not to create too many unnecessary regulations relying, instead, on responsible use by all who enjoy it.

We were deeply saddened at the death of Councillor David Wynne Jones; a champion of our environment for many a year. A fuller appreciation appears on page 5.

Your Parish Council is still trying to hold discussions with TRDC regarding taking ownership of the Green and Stone's Orchard. It is unfortunate that matters are proceeding very slowly or not at all

as there seems little enthusiasm from TRDC to engage with the issue.

E&A meetings are open to the public and we do encourage you come along and speak on any agenda item that interests and/or concerns you. We really do like to hear your views.

There are other reports on other topics related to the E&A committee under "The Natural Environment" – from page 11.

PLANNING & DEVELOPMENT COMMITTEE

Councillor Andrew Gallagher

The Planning and Development Committee normally meets twice each month throughout the year. Members of the public are welcome to attend, although we had very few visitors this year. Despite our high level of activity we were responsible for spending a very small part of the Council's budget (2.5%), mainly on the Community Bus (page 13).

Our main business is to review and comment on planning applications in Croxley Green recently submitted to Three Rivers District Council. We do not have the power to approve or reject planning applications. Much development is allowed under Permitted Development Rights and our comments are limited by the national and local planning frameworks. However we do raise objections when we consider a proposed development to be inappropriate within Croxley Green. Most applications are for comparatively minor residential extensions, and generally we have no objection. This year we reviewed 149 planning applications and objected to 20 proposals. Of these, thirteen were approved by TRDC, six were withdrawn, and one is still pending. We also receive reports on recent decisions by TRDC, on any appeals and on notification of applications for prior approval, for certificates of lawfulness, for discharge of planning conditions, and for non-material amendments to planning applications.

We objected to the proposed massive development at Ascot Road, just outside the parish, and wrote to Watford Borough Council in February 2017. Councillor Andy Hobbs attended the Watford Planning Committee meeting on 5 July 2017 but conditional permission was eventually granted on 17 October 2017, despite all the objections.

We consider Highways and Road Safety matters during the first meeting each month including reports from the public identifying speeding or other road safety issues. We receive reports from

Hertfordshire County Council showing the location and severity of road traffic accidents in recent years. There were relatively few serious injury accidents each year but they involve vulnerable road users disproportionately, particularly those on bicycles.

Other topics related to the P&D committee are under “the built environment” (page 20):

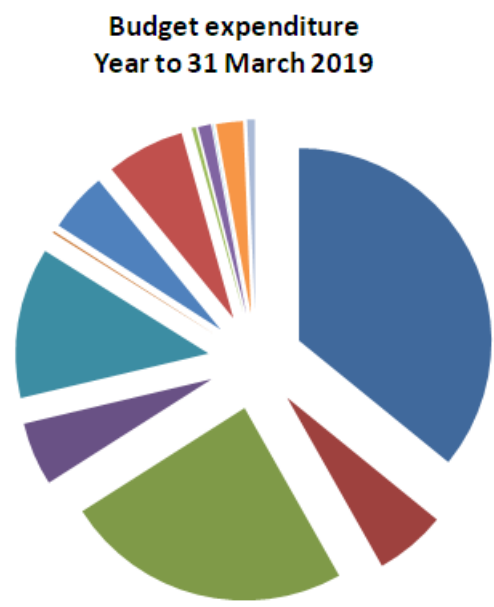
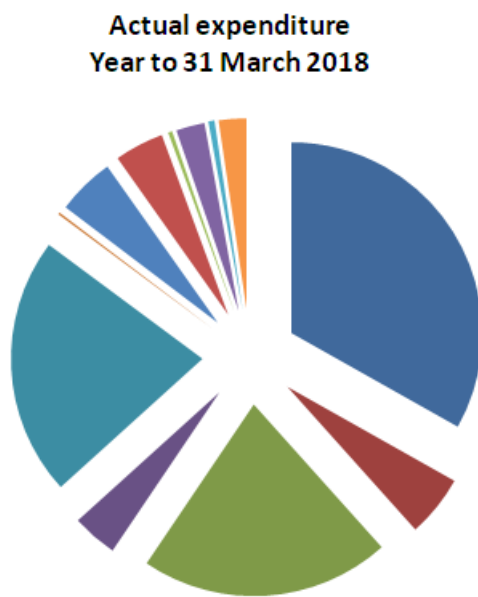
- Croxley Danes School
- Neighbourhood Plan
- Three Rivers Local Plan
- Metropolitan Line Extension

COUNCIL SPENDING, ACTUAL AND PLANNED

The Budget annual expenditure for 2018/19 is £305,430 compared to the unaudited expenditure for the year just ended of £294,553.

The Council prepares annual accounts in a prescribed format for audit and disclosure purposes. This format reflects the committee structure, described on page 5. The summarised analysis is shown here as charts and on the next page in the reporting format.

- General Administration
- Local Democracy
- Groundworks
- Grants (incl S137)
- F & A Capital & Projects
- The Green
- Open Spaces & Trees
- Events
- Multi Sports Court
- E & A Capital & Projects
- Roads & Street Furniture
- Community Bus
- P & D Capital & Projects



Croxley Green Parish Council
Income and Expenditure Account

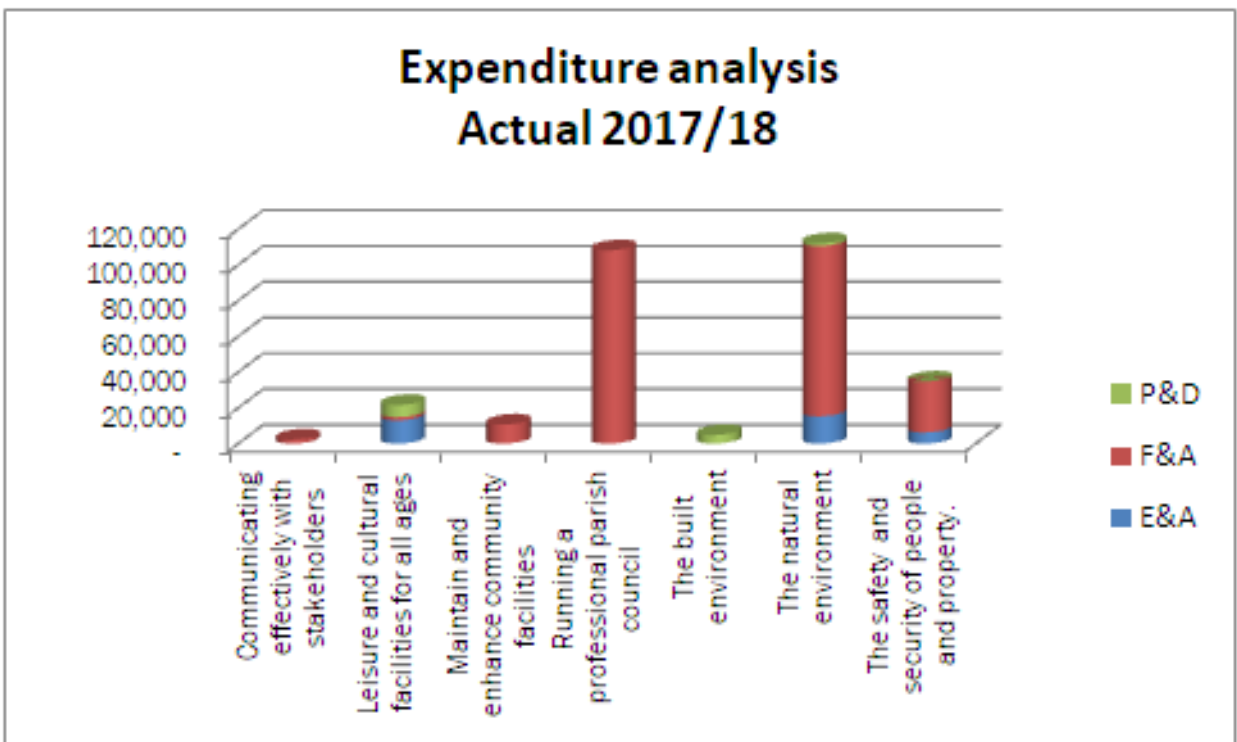
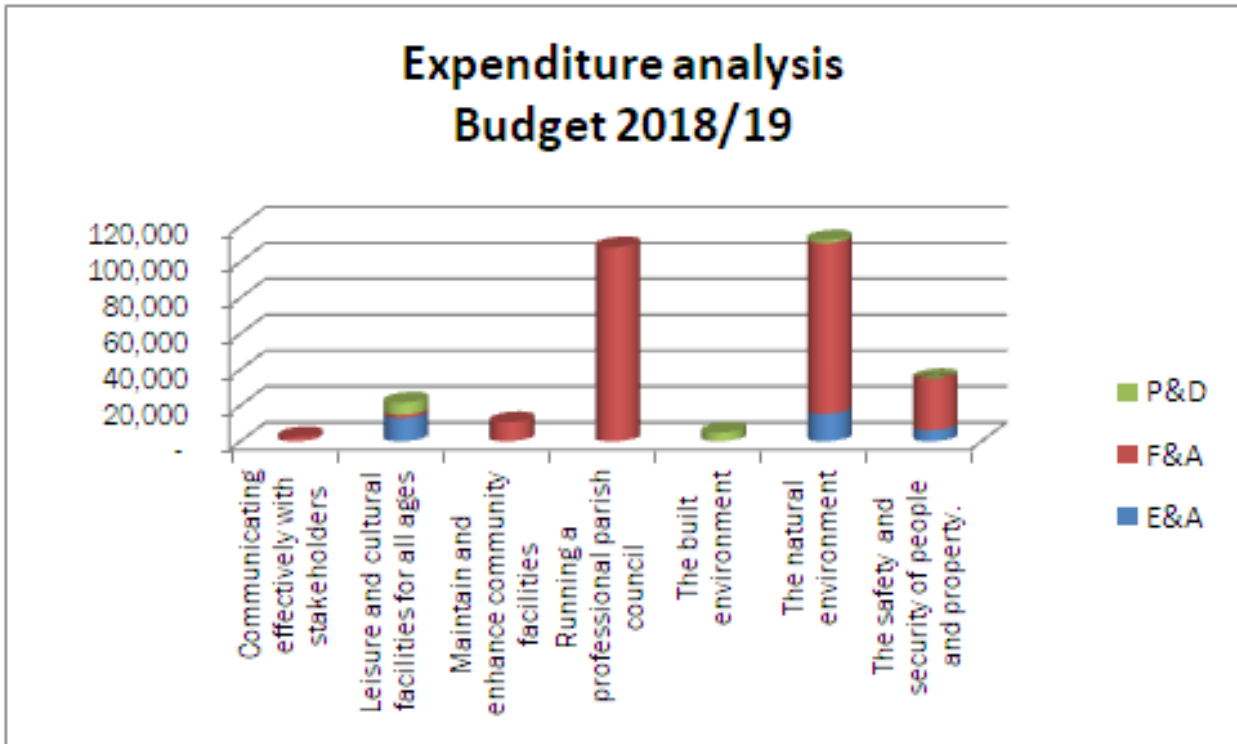
Year to 31 March 2017 Actual		Year to 31 March 2018 Actual	Year to 31 March 2019 Budget
	Income Summary		
284,021	Council Tax	286,944	302,160
11,173	Other Income	5,434	3,270
4,104	Community Infrastructure Levy	4,804	-
299,298	Total Income	297,182	305,430
	Running Costs (excluding transfers to/from reserves)		
	FINANCE & ADMINISTRATION COMMITTEE		
94,376	General Administration	95,737	116,550
8,958	Local Democracy	10,041	18,180
56,774	Groundworks	60,908	73,820
13,235	Grants (incl. S137)	11,099	21,200
28,541	F & A Capital & Projects	56,094	36,550
	ENVIRONMENT & AMENITY COMMITTEE		
0	The Green	370	500
13,563	Open Spaces & Trees	14,079	17,760
16,198	Events	11,326	21,070
-	Multi Sports Court	-	-
5,332	E & A Capital & Projects	5,499	11,360
	PLANNING AND DEVELOPMENT COMMITTEE		
-	Roads & Street Furniture	-	2,600
6,370	Community Bus	6,760	6,900
8,346	P & D Capital & Projects	26	3,250
251,693	Sub-total	271,939	329,740
19,508	Transfers to Reserves	24,614	8,000
-	Transfers from reserves	-	- 32,310
271,201	Total expenditure	294,553	305,430
28,097	Surplus for the year	2,629	-

ANOTHER VIEW ON EXPENDITURE

In contrast to the committee based reporting an alternative way to consider the Council's expenditure is to focus on the services delivered through the work of staff, councillors and partner organisations. This report is constructed based on this perspective. The headings are set out on page 3 and illustrated in detail on pages 11 to 21.

The charts below show how the work of the committees may be reanalysed in this alternative format.

The total expenditure for 2017/18 was £294,553 and the total budgeted expenditure for 2018/19 is £305,430.



THE NATURAL ENVIRONMENT

The Wynne-Jones Bird Box Trail

The work of the Parish Council is concerned with improving local lives, and not necessarily always the human kind. While events such as the Revels and the New Years Eve fireworks are really important, so too are improving the green environment and caring for local wildlife, keeping Croxley Green special.

It was with this in mind that the late David Wynne-Jones, Parish Councillor and a keen environmentalist, instigated the Croxley Green Bird-Box Trail. Parish Rangers built and installed 45 boxes across the parish. A leaflet, produced in house, is freely available and encourages users to look for the boxes, identify the trees in which they are installed and to observe the birds using them.

The charity, Campaign to Protect Rural England (CPRE), believes a beautiful, thriving countryside is important for everyone, no matter where they live. CPRE Hertfordshire's Rural Living Awards seek to recognise work done by groups, individuals and businesses to improve life and enhance the environment in our villages and countryside. The Parish Council is delighted to have been commended for the bird box trail, described by the judges as *'a fantastic example of a parish council being great stewards of the environment building on and enhancing their local green spaces with thoughtful additions'*.



Ryan Bennett, the Council's Administrative Assistant, pictured above with Hertfordshire County Council Chairman Richard Thake, authored the application for the award and received the commendation at a ceremony in October at County Hall, Hertford.

Purchase of Weston Wood

The Parish Council was delighted to announce, in August 2017, the purchase of a 1.7 acre woodland site to be held for all the residents of Croxley Green in perpetuity. The site, to be known as Weston Wood in recognition of its former owners, forms the north-eastern part of Croxley Green's second Village Green, otherwise known as Buddleia Walk. There are access points from Mill Lane via a bridle-way, from steps by Common Moor Lock and from Footpath 11 which runs behind Frankland Road. The area including the Wood was previously part of the site of Nuttfield House - accommodation provided by John Dickinson Company for its mill manager.

The land was purchased to protect the site from potential development in line with residents' wishes as expressed through the survey carried out for the Community Plan.

This was the first significant piece of land acquired by Croxley Green Parish Council in its 31 year history. Although the Parish Council maintains The Green, Stone's Orchard, and other sites around the village, this is under contract from the current land owner, Three Rivers District Council.

Flowers4Croxley

Flowers4Croxley is a local voluntary group, founded 10 years ago, working in partnership with the Parish Council to provide and maintain floral displays around the village.

It aims to benefit the whole community by enhancing areas of the village that are presently unkempt or unattractive; to boost community involvement and help provide a feeling of community ownership and pride in our environment; to impact positively on anti-social behaviour and to provide positive links between the Parish Council and the community.

As a result of their efforts, supported by donations from residents and local organisations, together with their own funding raising and Parish Council funds they have:

- Installed barrels located in numerous locations;
- Designed and provided flower beds on the Watford Road;
- Purchased climbing roses outside the library;

- Planted bulbs with local school children across the village;
- organised and judged competitions;
- Purchased 3 welcome troughs at the village boundaries;
- Planted rose beds on the Two Bridges roundabout and troughs at the Met Line station.

The Council's budget for 2018/19 includes £500 to continue to support the work of the group.

Flowers4Croxley would welcome more volunteers to join them in their activities. Please contact the Council office if you would like to get involved.

Stone's Orchard

The orchard, adjoining The Green, is one of Croxley Green's hidden treasures with an interesting history. The site is what remains of an extensive 19th century orchard, situated on a level site in a prominent position within the village of Croxley Green, covering 2.1 hectares of land.



There are numerous fruit trees of diverse age, including cherries, apples and pears. Many of these are veteran fruit trees, providing valuable niche habitats. The grassland is of particular conservation value, for which the site is designated a Local Wildlife Site. The site is bordered by mature hedgerow. It is open to public access, and is very regularly used for walking, dog walking, and by families with young children. It is also the venue for the Parish Council's Annual Dog Show and Wassail events.

The majority of maintenance of Stone's Orchard is carried out by our Rangers' team. Aware of its importance as a piece of land that is a key part of the village's identity, they carry out the work to a

high standard in accordance with a management plan.

We were therefore somewhat taken aback by an unexpected intervention, during the summer of 2017, from Countryside Management Services (CMS), acting for TRDC. Without consulting our Parish Council, CMS submitted an unsolicited Greenspace Action Plan (GAP). Proposals in the GAP included noticeboards, discordant seating, changes to paths and inappropriate path surfacing and work that would 'popularise' the Orchard with the potential for damage through overuse.

We responded to the draft plan, welcoming the interest shown by CMS but emphasising that Stone's Orchard is already a very popular area for residents, their families, visitors and others. Residents view it as an area which complements the openness of The Green by its quieter and more secluded environment. We emphasised that the area should not become an urban park and its rural informal rural layout is part of its appeal and attraction.

PROVIDING LEISURE AND CULTURAL FACILITIES FOR ALL AGE GROUPS

The Senior Citizens annual seaside trip

The 2017 trip took place on 20th June. Our Admin Assistant, Ryan Bennett, our stalwart volunteer bus conductor David Neighbour, and the vice Chairman of Council, Councillor Jeremy Hollands took just over a hundred senior citizens to Brighton for the day. By the time you read this you may have forgotten but that was one of the hottest days of the year. After the trip down to the coast all the party was dropped off by the famous pier and off they went in search of fish & chips, Brighton rock and ice cream amongst other things. By 4.30 when the coaches returned a hot and tired group was ready to board for the journey home. All were safely back in Croxley by 7pm. Councillor Hollands commented that it was a real pleasure to be involved in this event and many residents will be looking forward to this year's trip to Eastbourne on Wednesday 20th June 2018.

Croxley Wassail

Croxley Wassail takes place each year in Stone's Orchard, a traditional fruit orchard that has been a part of the village since at least the late 1880s. The origins of Wassail are lost in the years but it was certainly recorded in the 17th cent and is believed

by many to be pre-Christian. Although Wassail encompasses both spirituality and magic, it is celebrated and enjoyed by a diverse range of people. Wassail is traditionally celebrated on the 'old' pre Gregorian Twelfth Night – 17 January and our village follows suit.



The Wassail in Stones Orchard

Our Wassail is made possible by the generosity of its participants who forgo any fees. Phoenix Morris, our local Morris dancers always put on a colourful and fun display mainly in the Cotswold Tradition. The spiritual aspect of our ceremony is added by the Chiltern Nemeton Grove of Druids, as we honour the land, the trees and our ancestors who worked there. We have our own Croxley Wassail Parting Song, written for us by Watford folk musician Chris Lawley whose wife Liz bakes the apple cake handed around at the 'choosing' of the King and Queen of Wassail. In 2012 we were presented with a beautiful wooden Wassail Cup made for us by Stuart King. The whole evening is held together by Master of Wassail, Councillor Mark Saxon.

Wassail attracts a wide age range of those attending, from babes in arms to senior citizens and it's a pleasure to see people who have moved away returning for the ceremony.

So, does Wassail work? Well there are those, including Councillor Dudley Edmunds, who say that since we started Wassail the crop of fruit on trees and hedgerows in the Orchard has most certainly increased!

Parish Bus Service

The Parish Council provides a free bus service to and from Watford each Friday for Senior Citizens and people in sheltered accommodation. The service is funded from the Planning and Development Committee's budget

There are occasionally times when the service does not run or is changed to a different day but usually only when there is a Bank Holiday or over the Christmas period. Should the day of the bus runs need to be changed, information is given to users of the bus service in advance.



The 'extra' passenger at Xmas!

The bus service is run as near to Christmas as possible and there is usually an 'extra' passenger on board!

In 2017 people used the service over 1,800 times.

Croxley Green History Project

Croxley Green has been fortunate that its residents have always been proud and involved in the place in which they decided to make their home. It is because of this sense of pride that residents created a lasting legacy with all their memorabilia that they saved. The history website formed by the Croxley Green Residents' Association has made a start in making this available to everyone across the world. There is also an opportunity available for scanning critical documents and larger delicate records.

This can now be achieved with an overhead scanner purchased by the Parish Council initially to assist the project and, in future, to be used by others in the community. This will enable the History Project to scan historic records with the minimum of damage. Vital information can be added particularly in this year focusing on the 100 years' anniversary of the cessation of World War One.



Parish Council Dog Show

Dogs are popular in Croxley Green and surrounding area and the turn out to our Annual Parish Council Charity Dog Show increases year by year. The Show comprises a number of fairly standard classes from Best Rescue through to Best Young Handler and it is always a great joy to see how many young handlers take part. We are always grateful to local dog trainers Doberdayz who support the show and put on a 'have a go' agility course that is always greatly enjoyed.

We do try to vary at least one of the show classes each year and this time we added a 'Stop and Go' category that demonstrates a dog's ability to obey stop/stay commands and its recall ability. Following a demonstration by working sheepdog Beth we ran the class. It was great fun with some fairly hilarious



performances and very well done to those that took part and to the clear winner. We hope that the numbers of dogs taking part will increase year on year – we will always have space for more.

As in all these events there is a degree of putting up and taking down and this task usually falls to the Parish Rangers, the Council staff and volunteer Councillors. Then there are the various judges and Ruth, our hard working Tombola organiser. Thanks to all the volunteers and especially to all of you who come along with your dogs, take part and

make it such an enjoyable and fun event.

The Show raises money for charity by way of entry fees and donations received. The emphasis is on an enjoyable afternoon out: Crufts it is not!

CroxFest

CroxFest is an independent activity sponsored by the Croxley Green Society and run by volunteers.

CroxFest is popular with artists – there were over 100 applications from bands to play in 2017 and none of the performers is paid. It is popular with volunteers – about 100 people were involved with every aspect over the three days it took to stage: in setting up, stewarding, safety, management, and clearance. And very popular with its audience - in 2017 the day attracted a record 7,172 individual attendances with an audience peak of 4,236.

Analysis of social media indicated that the majority of those attending were local residents or people with direct Croxley connections (for example family members). As in previous years the audience varied during the day. Families attend from midday to around 5pm and then tend to be succeeded by an evening audience until the close at 20:00. This year visitors tended to stay on site longer than previously.

CroxFest is enjoyable, safe and goodhearted. The organisers received positive feedback from our local police who reported no incidents and there were no complaints to Three Rivers District Council.

As a free festival, CroxFest is funded from a number of sources. About one third of the cost comes from a wide range of commercial sponsors (sponsorship, stalls, banners); about a quarter comes from the public through crowd funding and collections on the day; about one fifth from food concessions and about one sixth from the Parish Council. The remainder comes from event support (merchandise, music quiz, and a stall at the Croxley Revels). Part of the collections on the day is donated back to the Parish Council's annual charities and more than £2,000 has been handed over during the past five years.

Croxley Green Residents' Association

In the past year the Residents' Association has worked with the Parish Council and its Councillors on the Council's strategic planning; in providing robust response to neighbouring Watford Borough Council's 25 storey development and in ensuring



local residents have a voice at monthly Parish Council meetings via the regular Parish Matters initiative. We fully support the Council's determination to put a Neighbourhood Plan in place that will guide future development within Croxley Green. We are pleased that the Council acted promptly in securing improved scanning equipment that will assist in the further development of the Croxley Green History website. Of particular note is the purchase of woodland in the Long Valley Woods area by the Parish Council which, we hope, is the first of many such acquisitions of publicly accessible land that will be maintained by the Parish Council.

The CGRA is fully aware of the value of the Parish Council in the services it provides to the community as well as a firm voice it has in ensuring Croxley Green is a great place in which to live, learn and work.

Croxley Revels on The Green

Croxley Revels, sponsored by the Parish Council amongst others, is the village's annual mid-summer celebration (held since 1928) and is organised by the Croxley Green Society. It brings together local organisations, clubs, societies and local businesses with stalls, sideshows, activities, entertainment in the arena, "pushball" as well as a carnival procession. We strive, as organisers, to provide a balance with a good mixture of traditional and modern entertainment, reflecting the heritage of the village. Our aim is to appeal to all age groups and to promote participation in the Revels and, as a consequence, in the community as a

whole.

Arena events attract participation from gymnastic displays to dance shows, the schools' Pushball tournament to maypole dancing.

The Revels Princess parades in the procession before being crowned formally in the arena.

In 2017 there were 80 stalls ranging from the Parish Council, schools, voluntary organisations and local clubs. Peripheral interests include a



children's farm, storytelling, roving steel band; classic bicycles and police and fire engines. As people roam the Revels site they pass stalls and entertainments run by most of the local clubs, societies and local charities.

Remembrance Day

Croxley Green marks Armistice Day each year with a parade followed an act of remembrance. The event, which includes representatives from the Royal British Legion, Churches Together and local

groups including the Sea Cadet Corps, Girl Guides, Brownies, Scouts and Cubs is held at the War Memorial on the Green and is coordinated by the Parish Council, which also arranges for temporary road closures and the services of a brass band.

The Parade marches from Yorke Road to All Saints Church and, after a Service of Remembrance, moves on the War Memorial on The Green. After the Parade Marshal has given the address at the Memorial, a bugler sounds Reveille. The Parade



Marshal then delivers the Kohima Epitaph, the words carved on the Memorial of the 2nd British Division in the cemetery of Kohima (North-East India) which reads: 'When You Go Home, Tell Them Of Us And Say, For Your Tomorrow, We Gave Our Today.'

This is then followed by a poem which is read by one or two of the Girl Guides/Brownies and after the poem wreaths are then laid on the Memorial. The Ceremony is well attended by local residents.

The Councils' Remembrance events are enhanced by the installation of the large commemorative poppies on the lamp posts on The Green. Originally conceived by former Parish Councillor Nik Bennett, the current Council brought the idea forward and the remarkable sight of the lamp posts stretching into the distance along the entire length of The Green each decorated with an individual poppy is symbolically a powerful reminder, to us all, of those who gave their lives in conflicts over the past 100 years.

Christmas Lights

Once again, the Parish Council was delighted to provide the lovely Christmas lights that adorn the lamp posts along the Watford Road and Scots Hill during December and the early part of January.

Questions have been asked about extending the lights down, say, New Road, but the style, design and more importantly the height of the lamp posts there, would prevent us from doing so. Each year we have to have the individual lamp posts tested for electrical integrity. We hope you agree that they are a welcome addition to 'Keeping Croxley Special' during the festive period.

For the first time we also introduced an individual competition for household and community Christmas lights. The quality (and in some cases quantity) of lights and displays around the village are really fantastic. Many thanks to everyone who took part and Councillors Mark Saxon and Jeremy Hollands took great delight in wandering around trying to judge the best displays.

Congratulations must go to the eventual winners, the Croxley Community Centre in the community category and David & Carolyn Gregory of Baldwins Lane who took the individual title.

If you would like to take part in this year's competition, Mark and Jeremy will be delighted to take a look at your creations – you will only have to fill in a form from the Parish Office or on the website to enter the competition.

Christmas Market

We held the 3rd Christmas market on the 16th December outside and inside the Library. This was organised in partnership with the Library, thanks to Catherine Boby the manager, and Little Fox market. Due to illness we had fewer stalls, but it was still a very successful and fun event with the



The Christmas Market 2017, Barton Way

Chiltern Brass band playing carols and the library putting on fun events for the children. We had many positive comments about this event and people really enjoyed the food and mulled wine!

The Christmas tree is now one of our fixtures, and there were a number of carol singing events there leading up to Christmas. This really lights up New Road and provides a lovely meeting place during those cold but festive evenings.

If you would like to organise a carol singing event by the Christmas tree this year from the 1st December onwards, please contact our office.

New Year's Eve Fireworks

The Parish Council run fireworks at midnight on New Year's Eve is another tradition in Croxley Green.



Picture from 2017 courtesy of Cllr Jussie Kaur

This is very popular with possibly around 4,000 people turning out to enjoy the celebrations. We now have a reputation for our fireworks so that people come not only from within the village but further afield. Comments included "we cannot believe you put such a good show on" and "your fireworks last longer than the London ones".

As New Year's Eve approaches midnight it is a wonderful sight to see so many people walking together through the dark and greeting each other before the show, welcoming the New Year together and then peacefully returning home. If you have not been before do try to join us this year!

THE SAFETY AND SECURITY OF PEOPLE AND THEIR PROPERTY

Travellers' Incursion

On August 10 2017 a small group of travellers forced their way into Stone's Orchard via the gate on The Green. In response to an urgent phone call from Councillor David Bains, the Clerk and staff (despite not being the landowners) made their way to the Green to try to stop any further incursions into Stone's Orchard. Although they were successful in blocking off the orchard entrance they could not prevent approximately 20 more caravans from pitching up along the Green. However, after a lot of deliberation between the Clerk, the travellers and a supportive police presence the travellers were eventually persuaded to move on. Without the prompt action by the Clerk, his determination and his very considerable powers of persuasion the outcome could have been very different, costly to resolve and disruptive to the community. Our thanks to the police for providing such effective support and Peter Lawrence who supplied the concrete blocks which deterred any more travellers making residence in Croxley Green.

Police Community Support Officers

Croxley Green has two Police Community Support Officers, Steve Jacob and Daisy Jenkins, provided through the funding from the Parish Council and Hertfordshire Constabulary. Local residents often ask whether there should be a more visible presence without realising that even a PCSO can only be in one place at a time – so they might be busy on the other side of the village when you don't meet them on your afternoon walk. The Officers work alternate shifts to increase the visible presence around the village and the availability of a local officer to talk to or visit residents. One of the major benefits of having our own PCSOs is that they can build up a detailed knowledge of our area and residents and develop a personal relationship with many of us. This helps them build up a picture of the problems in the area and intervene more effectively when things (or people) go wrong.

Our local PCSOs have helped collate information from residents over the last year that has helped in a number of arrests, especially in relation to drugs in the village. The PCSOs have also helped deal with anti-social riding of motorbikes in the area by issuing Section 59 warnings to the riders and vehicles. This has resulted in 5 separate seizures



of 2 motorbikes in the area costing the owners £150 each time.

Our local PCSOs hold regular Crime Prevention/Property Marking events at a number of locations around the village with the most recent event being attended by around 50 residents and marking 30 bikes. The PCSOs also visit local schools and groups giving talks about the role of the police, stranger danger and internet safety.

The officers also deal with low level crime enquiries in the area such as CCTV enquiries, door to door enquiries and signing residents up to the OWL messaging service. They also send out the majority of the Owl messages to residents in the area informing them of local crimes and appeals for information.

ENHANCING HEALTH, EDUCATION, BUSINESS AND COMMUNITY FACILITIES

Public Access Defibrillators

The original proposal to have defibrillators came from a resident and former Parish Councillor, Margaret Pomfret, several years ago. In 2016/7 we installed three of these potentially lifesaving machines in various locations around the village. Whilst determining the Council's budget for 2017/18 we decided that another three units would give a much better coverage so, with the Council's agreement, three more were purchased. These

have been installed at Croxley Hardware on Baldwin's Lane, at the Red House public house, and the Baldwins lane doctors' surgery. Details of the units' locations are on the Council's website.



In the case of an emergency the 999 operator will know where they are and will guide people to find them and how to use them. They are very safe to operate and there is no danger of hurting someone by using them as they will not work if they detect a heartbeat. Hopefully they will not need to be used but it's nice to know they are there if needed.

The Costs (and Benefits) of Dog Hygiene

In 2016/17 Croxley Green Parish Council spent roughly 5% of our annual budget (£13,562) on dog hygiene. Most of this, (£11,170), was paid to our contractor, who empties the 44 dog waste bins in Croxley Green twice a week. The Parish Council has trialled emptying the bins only once per week but found that the accumulation of dog mess was so large that it was necessary for the health of residents to continue a bi-weekly collection.

A further £2,392 was spent on purchasing dog waste bags which are available free of charge to residents from the council office and the Library. Approximately 30,000 dog waste bags are handed out every six to eight weeks – annually that would

be enough to cover the field of play at Wembley Stadium!

We also replaced three dog bins, made unusable due to vandalism, at a cost of approximately £1,000. In 2018/19 we intend to install two new dog bins in Croxley Green with dog-bag dispensers



attached to them to help drive down the amount of dog waste found in the village. Croxley Green has a very healthy dog walking fraternity, as demonstrated by the numbers at the Parish Council run Dog Show which takes place in September each year. We are committed to helping eradicate dog mess from our streets and believe that this money is spent properly and wisely for the benefit of all residents of Croxley Green, not just those who have dogs.

COMMUNICATING EFFECTIVELY WITH RESIDENTS, VISITORS AND STAKEHOLDERS

Parish Council Communications

Did you know that you can keep up to date with info from your Parish Council on Social Media?

You can follow us on Twitter and like our page on Facebook.

The Parish Rangers also have their own Twitter account and often post pictures of the work which they get up to around the village. It is a great way to keep up to date with developments in Croxley Green and a different way for residents to communicate and participate with their Council. We recently exceeded 650 followers across our different social media platforms and hope that even more residents get involved in the local discussion online.

You can follow us on Twitter @CroxleyGreenPC & the Rangers @CroxleyRangers.



If you use Facebook we can be found @CroxleyGreenPC.



For more detailed info about the Council always check our website where we post [Meeting Agendas and Minutes](#) and [News about local events](#) which are coming up.

Many people do not know that local residents can also use the Parish Council's website to post onto our digital noticeboard. This allows you to post details about an event you have coming up straight onto our website—and its free!!

<http://www.croxleygreen-pc.gov.uk/index.php/community/noticeboard>

The Parish Pump

In recent years we have only produced one edition of the Parish Pump annually after the Annual Parish Meeting and conveying the Annual Report to all households. This year the Council resolved to move to a shorter publication to be produced quarterly. The Parish Pump Lite is the new house magazine of Croxley Green Parish Council. It was produced twice in 2017/18 and made available to residents free of charge.

The Council's website is now seen as being the first source of up to date information about its activities and the newsletter now takes the form of a two sided A4 sheet available mostly on line. We also print a limited number of copies which are distributed through the library, a number of residential and care homes, doctors' and dentists' surgeries and the Parish Council offices.

A collage of three Parish Pump Lite newsletters. The top one is 'THE PARISH PUMP Lite March 2018' with sections on Defibrillators, Easter Egg Hunt, and Weston Wood. The middle one is 'Casual Vacancy' and the bottom one is 'Easter Egg Hunt'.

THE BUILT ENVIRONMENT

Croxley Danes School

The proposed new school at the bottom of Baldwins Lane raised a number of concerns locally. The developers wrote to the Parish Council and the Planning and Development Committee met them for a detailed presentation of their proposals and discussion of local concerns on 29 September 2017.

Several Councillors attended the public exhibition on 2 and 3 October and members of the project team attended our P&D meeting on 4 October. The Parish Council wrote to Three Rivers District Council on 7 November supporting the development in principle and appreciating the efforts made by the developers to consult local residents and others affected by the proposals, but raising a number of specific local concerns.



The main concerns related to the effect of the proposed development on local traffic and parking. There were also some other matters that we wished to bring to the attention of the District Council as the local planning authority:

The developers were impressed by the local interest, the number of people who attended the exhibition and the quality of the responses. As a result of the public consultation and the concerns expressed by local residents, the Parish Council, and district councillors, they modified their proposals extensively. The TRDC planning committee considered an issues report on 14 December and the full application on 25 January 2018 when a Parish Councillor attended.

Neighbourhood Plan

The Neighbourhood Plan sets out the Parish Council's proposals for additional planning policies applying to all development within Croxley Green. If approved, this could have an impact on anyone who wants to build, alter, extend or add to their

property within the Parish.

Following the Parish Council's formal submission in April 2017 Three Rivers District Council (TRDC) consulted the public from 21 April 2017 until 2 June 2017. TRDC submitted the Plan and comments to the Independent Examiner on 3 July 2017. There were 77 responses, including TRDC's concerns.

The Independent Examiner reported that she was making good progress with the examination on 30 July. However, she asked both TRDC and CGPC to respond to her detailed queries. She considered further work must be undertaken to provide screening reports for a Strategic Environmental Assessment (SEA) and a Habitats Regulations Assessment (HRA). Consequently the inspection was suspended at the beginning of September to prepare the reports.

The screening reports were submitted to TRDC for review and approval. Following TRDC comments the reports were amended and resubmitted for transmission to the Independent Examiner who suggested additional summary tables be included before TRDC submit them for the statutory consultees' comments.

Subject to their comments, TRDC will carry out a further public consultation on the screening reports and then submit them with any further comments to the Independent Examiner to resume her review. It is likely to take several more months before the Neighbourhood Plan can go to a public referendum.

Three Rivers Local Plan

Three Rivers District Council is preparing a new Local Plan which will provide the planning policies and proposals for future sustainable growth in the District up to 2032 (and replace the Development Plan adopted in stages between 2011 and 2014 which extends to 2026).

The first stage of this process was a six week public consultation starting in July 2017 on an "Issues & Options and Call for Sites" Consultation Document which identified some of the issues and challenges facing the District and the possible options that could help to address them. TRDC also consulted on the Sustainability Appraisal which assesses the options being put forward against a range of social, environmental and economic factors.

The Parish Council expressed its concerns in a

brief letter.

The Council's main concern is that the objectively assessed need for TRDC is for 514 homes per year for the years 2013 to 2036. As this represents a community more than twice the size of Croxley Green it could only be achieved by building upwards or by extensive incursion into the green belt.

We also noted that the Vision put forward by TRDC fails to include sustainability and, whilst it mentions infrastructure in the context of new developments, it appears to ignore whether the wider existing infrastructure within the area (such as water supply, transport, education and hospitals) can support such extensive development.

The Parish Council will continue to monitor the development of the TRDC Local Plan and comment where the proposals are likely to affect the residents of Croxley Green.

Metropolitan Line Extension

In 2015 responsibility for the Croxley Rail Link (CRL) project was transferred from Hertfordshire County Council (HCC) to Transport for London (TfL) and it was renamed the Metropolitan Line Extension (MLX) project.

Subsequently it was reported that the project had been suspended due to insufficient budgets to complete the works and there were newspaper reports that up to £130m had already been spent. The Parish Council considered it should attempt to clarify the position for the benefit of local residents and find out what the CRL/MLX project budget had been spent on to date and what was planned for the future.

Following a Freedom of Information request, submitted by Croxley Green Parish Council, TfL responded in December 2017 that:

- Project total expenditure to date (December 2017) was £69.9m.
- £32.4m was spent by HCC prior to transfer to TfL in 2015.
- Since the scheme transferred TfL had spent £37.5m on the MLX, including £15.5m on a new train which was already in service and benefitting Metropolitan line passengers.

At the time of writing no agreement has been reached and the future of the project is, therefore, uncertain.

RUNNING A PROFESSIONAL LOCAL GOVERNMENT ORGANISATION

General Data Protection Regulations

The main rules concerning the use of personal data are set out in the Data Protection Act 1998 and are monitored by the Information Commissioner. From May 2018 the rights and obligations contained in the Act will be extended and strengthened by the General Data Protection Regulations (GDPR).

Individuals will be affected mainly by the new rules governing how they give permission to organisations to hold data on them, their right to request copies of the data and their right to have data deleted when it is no longer appropriate.

The most significant change for this Council is that the GDPR require public bodies to have a Data Protection Officer (DPO). The Clerk to the Council cannot also be the DPO as there could be a conflict of interests with the Clerk's role under the GDPR as a data controller.

Therefore we had to consider either appointing an additional member of staff or employing an external party to undertake the Data Protection Officer role.

In setting the budget for 2018/19 the Council included an estimate of £11,200 to fund the service. As the other local Parish Councils in Three Rivers District face the same issue we plan to share a provider which should significantly reduce the costs.

Joint Parish Council Committee

There are now six Parish Councils in the Three Rivers District Council area: the newly formed Batchworth Community; Abbots Langley; Chorleywood; Sarratt; Watford Rural and Croxley Green. We meet three times a year to discuss matters of mutual interest. Meetings are hosted and chaired by each council in turn (rotated annually based on alphabetical order) and it was our turn in 2017/18.

We have discussed topics during the year included the illegal occupation of land and establishing common legal arrangements by the Parishes for dealing with incursions; Neighbourhood Plans; Parking; Highway verges; Street lighting; liaison with Community Police and arrangements for complying with GDPR.

The meetings provide much valued communication

between the Parishes which complements other day to day contact in working together to provide effective and efficient local service delivery to residents at Parish level.

WORKING PARTY REPORTS

Land Transfer

This is an issue that we have been discussing with Three Rivers Council (TRDC) since 2013. Initially they seemed to support the idea of transferring some public space land to the Parish Council, especially as we actually look after a lot of it: for instance the Green and Stone's Orchard. However TRDC quickly went cold on the idea and stalled the whole process for three years. After some meetings with them, they produced a policy they had approved in January 2016, which we were sent in mid 2016. We then had a positive meeting with officers from TRDC and had told them which land in question CGPC would be seeking to transfer. This was followed up by a list sent to them with an undertaking the process could start. However, we were sent a response in Nov 2016, which then took us back to the policy. During this last year the working party has met a number of times and is working through some of the issues to show why it would be beneficial for the Parish Council to own the Green and Stone's Orchard. The main reasons are that normally it is the Parish Council who owns the village Green. The reason we do not is that during the last major local government review in 1974, Croxley Green Parish Council had not been created. Also we do currently maintain both the open spaces, so we are best placed to respond to any local issue or queries. If you have a view on this please do let us know.

Youth Project

For many years now Cllr Cliff Vassiliou has been encouraging the Council to do more for the young people of Croxley Green. Several projects, which the parish council has been involved in, such as the construction of the Baldwins Lane skate park, Barton Way Multi Sport Court and improvements to the children's play areas show that CGPC is committed to providing for the younger generations in Croxley Green.

However, more can be done, especially for those aged 13-18. A budget of £5,000 has been set aside to help look at what opportunities can be provided for this age group and the ways in which Croxley Green Parish Council can help.

Cllr Vassiliou has set up a working party to develop terms of reference for the project and to generate some ideas. The Working party will include Cllr Vassiliou, Cllr Hollands & Cllr Gallagher as well as the Clerk and the Admin Assistant along with volunteers from the community.

Several people have been approached but if you feel that you have ideas that may be of value to the Youth Project then please contact the Council so you can be included in the discussions. The first meeting of the working group is likely to take place at the beginning of the new financial year.

Strategic Business Plan

In 2013 the Council, in collaboration with the Croxley Green Residents' Association, undertook a community wide survey using a questionnaire to establish the main concerns and needs of residents. A good response was received and after analysing the replies certain priorities could be drawn, chiefly the preservation and protection of the nature of the village – semi rural, low crime, with extensive green belt – a special and safe place to live.

During 2017 the Council decided that the time was right to draw up a strategic business plan for our community. When it is complete it will set out objectives and actions to deliver on the aspirations behind the questionnaire results. We have set up a small working party of parish councillors, parish staff and members of the general public and the group met a number of times during the year. Our initial principal task was, we decided, to validate the priorities expressed in the questionnaire results, or define additional or replacement priorities. We have sought residents' views at meetings, by writing to a number of local organisations that may be considered to have interest in the topic, and by meeting and speaking with individuals at events such as Croxley Revels.

The work of developing a plan continues. As this cannot be rushed, we felt that in the interim compiling a report explaining what the parish council does would be a means of promoting wider interest in its work, and stimulate ideas for what it can do in the future. This Annual Report is the result.

Community Infrastructure Levy

The Parish Council has set up a small working group to consider how Community Infrastructure Levy (CIL) monies already received by the Council,

and any future CIL receipts, might be spent within the Parish.

The CIL is a charge which allows the local planning authority (Three Rivers District Council) to raise funds from new developments for use on infrastructure to support the growth of the District. The money collected from the levy is used to support development by funding infrastructure that the Council, local community and neighbourhoods need. The levy applies to most new buildings and development over 100 square metres in size. The charges are based on the size, type and location of the new development.

According to the regulations, the charging authority must pass 15% of the receipts to the Parish Council. A local council must use CIL receipts passed to it to support the development of the local council's area, or any part of the area, by funding:

- a) the provision, improvement, replacement, operation or maintenance of infrastructure;
or
- b) anything else that is concerned with addressing the demands that development places on an area.

No CIL money was collected for Croxley Green Parish in 2015-16, but £4,104 was collected in 2016-17 and a further £4,804 in 2017-18.

ACHIEVING THE VISION 2018/19 AND AFTER

THE NATURAL ENVIRONMENT

Objective:

Procure the transfer of The Green and Stone's Orchard, and subsequently of Croxley Hall Woods and Croxley Common Moor, from TRDC

Objective:

Procure transfer from TRDC of the Baldwins Lane and Barton Way Recreation Grounds; then of the Barton Way, Lavrock Lane, Frankland Road and Croxley Hall Woods Allotments to protect and hold in perpetuity for the benefit of stakeholders.

PROVIDING LEISURE AND CULTURAL FACILITIES FOR ALL AGE GROUPS

Objective:

Build a village central hub focused on the area that currently include the Library, Red Cross Centre, Parish Council, Guild of Sport and Croxley Community Centre/Club

SAFETY AND SECURITY

Objective:

Continue to fund PCSOs, monitor crime levels, and hold Hertfordshire Police to account for their performance

Objective:

Education about and enforcement of controlled substances laws

Objective:

Working with the Highways Authority to ensure street lighting is maintained and CCTV installed at a suitable level to deter burglary and antisocial behaviour

ENHANCING HEALTH, EDUCATION, BUSINESS AND COMMUNITY FACILITIES

Objective:

Encourage businesses; ensure housing developments include appropriate community infrastructure

THE BUILT ENVIRONMENT

Objective:

Complete approval of the Neighbourhood Plan

Objective:

Enforce affordable homes requirement for new developments

Objective:

Avoid developments that encourage 'sprawl' between Rickmansworth and Watford that will threaten Croxley Green's separate existence

RUNNING A PROFESSIONAL LOCAL GOVERNMENT ORGANISATION

Staff

The announced intention of the Clerk to retire at some point in the short to mid-term represents a significant challenge to the Parish Council as the current Clerk, a local resident for some 34 years, has significant experience in the post and of the community that the Council serves.

Meeting this challenge and ensuring an orderly transition including recruitment of a suitable skilled and qualified successor as required, when the Parish Clerk retires, will demand careful attention.

Councillors

Parish Council elections take place every four years and therefore all the current councillors are required to retire before elections in May 2019.

Residents are encouraged to consider standing as a Councillor at the next elections to assist in 'Keeping Croxley Special'.

Appendix A

ACKNOWLEDGEMENTS

The Parish Council gratefully acknowledges the contribution of those who provided text and photographs for use in this Annual Report. As their contributions have been edited into the Report the individual contributions are not separately identified within the Report:

David Allison (Parish Clerk)

Ryan Bennett (Administrative Assistant)

James Townley (Senior Ranger)

Sgt Neil Canning (Rickmansworth Safer Neighbourhood Team)

Councillor Nigel Cole

Stephen Crabtree (Croxfest)

Councillor Dudley Edmunds

Councillor Andrew Gallagher

Mandy Grant (Flowers4Croxley)

Barry Grant (Chair of Croxley Green Residents Association)

Councillor Jeremy Hollands (Vice chair, Parish Council)

PCSO Steve Jacob (Rickmansworth Safer Neighbourhood Team)

Councillor Chris Mitchell

Margaret Pomfret (Croxley History Project)

Councillor Mark Saxon (Chairman, Parish Council)

Appendix B

COUNCILLOR ATTENDANCE AT MEETINGS

Councillor	Expected	Present	Apologies	Not Present	In Attendance
Cllr David Bains	30	15 (50%)	14	1	1
Cllr Kenneth Baldwin	30	20 (67%)	10	0	1
Cllr Nigel Cole	28	21 (75%)	7	0	2
Cllr Trevor Collingwood	10	8 (80%)	2	0	2
Cllr Dudley Edmunds	28	20 (71%)	6	2	0
Cllr Andrew Gallagher	40	34(85%)	6	0	1
Cllr Andrew Hobbs	30	16 (53%)	10	4	0
Cllr Jeremy Hollands	20	15 (75%)	4	1	1
Cllr Jussie Kaur	18	5 (28%)	8	5	0
Cllr Sarah Linhart	14	4 (29%)	6	4	0
Cllr Chris Mitchell	40	32 (80%)	8	0	1
Cllr David Montague	18	17 (94%)	1	0	4
Cllr Robert Ridley	10	6 (60%)	4	0	N/A
Cllr Mark Saxon	20	18 (90%)	2	0	6
Cllr Cliff Vassiliou	18	16(89%)	2	0	1
Cllr Derek Wallington	30	28 (93%)	2	0	8
Cllr David Wynne-Jones	4	4 (100%)	0	0	1

Key:

- Expected** is the number of meetings that the Councillor was expected to attend as a member of full council and any Committees of which they are a Member;
- Present** is the actual number of meetings attended as expected;
- Apologies** is the number of meetings where formal apologies have been submitted prior to the meeting;
- Not Present** is in the number of meetings where the Councillor was not present and no apologies were received;
- In Attendance** is the number of meetings that the Councillor attended in a capacity other than a Member of that Committee for reasons of interest in a topic being discussed.

Appendix C

HOW THE COUNCIL SPENDS THE BUDGET

Staffing

Approximately 75% of the Council's expenditure is allocated to **staffing**, funding the village's two Police Community Support Officers (PCSOs), administration and compliance with legislation.

The remainder, about £70,000, is spent on projects, grants, events and subscriptions, dog hygiene (£15,000) and the weekly provision of a bus for senior citizens and persons living in sheltered accommodation to/from Watford (£7,000).

Projects (£25,000)

Projects are Council initiatives for the benefit of the community such as the annual Christmas lights that brighten our area during the festive period and the fireworks display on New Year's Eve.

Grants (£18,100)

Parish Councils can make grants to local bodies and organisations under section 137 of the Local Government Act 1972 and other legislation for a number of specific purposes. The total expenditure under s137 was limited by the Act to £76,352 for the year just ended.

It included:

- £9,700 towards the provision of a Community / Village hall within the Croxley Community Centre. (Croxley-based clubs, societies and community organizations may be able to hire the hall free under the Village Hall agreement with the Parish Council. This applies to both single and regular hires. Otherwise a fee is payable).
- An allocation of a further £2,000 towards the installation of engraved glass doors at All Saints Church commemorating the sacrifice of the men and women of Croxley Green in the First World War. (£5,000 was allocated in 2015-16 and transferred to reserves).
- £2,000 to Community First Responders (an East of England ambulance service charity) to purchase an additional first responders kit for use by trained volunteers from within the Croxley Green, Chorleywood and Watford area.

- A contribution to the Parish Council's charities for 2018/19 of up to £3,000 through donations.
- £1,000 to sponsor the Croxley Green Home and Produce Annual Show in 2018-19
- £400 to the Friends of Croxley Common Moor towards a bench on commemorating the life and service to the community of Councillor David Wynne Jones.

Provision has been made in the budget for 2018-19 for grants totalling £16,200 including

- £9,700 towards the provision of the Community/Village hall within the Croxley Community Centre.
- Subject to confirmation of the Council's legal authority to this expenditure, £7,000 (from reserves) towards the glass doors at All Saints Church .
- A contribution to the Parish Council's charities for 2018/19 of up to £3,000 to be offset by donations.
- A further £1,500 for unspecified grants to be approved in 2018-19.

Subscriptions (£7,500)

The Parish Council subscribes to a number of bodies and organisations. In 2017-18 these included £5,500 to the Croxley Green Society in support of the Revels and Croxfest and smaller amounts to the Hertfordshire Association of Town & Parish Councils, the Society of Local Council Clerks, the Open Space Society, the Campaign to Protect Rural England, the Countryside Management Association and the Community Development Agency for Hertfordshire.

Events (£3,000)

Events are in general smaller scale than Project and Grant expenditure and are often initiatives for which individual Councillors take responsibility, sometimes resulting from ideas offered by residents, sometimes a Councillor 's own idea.

The Wassail, the annual dog show, the Christmas tree outside the library, and the sunflower competition are typical examples.

Detail of expenditure 2017/18 Actual and 2018/19 Budget

The tables below show details of the summarised report on page 8.

General administration	Actual 2017/18	Budget 2018/19
Office staff costs	£70,896	£72,800
Office overheads	£18,914	£17,950
New – Data protection officer	£0	£11,200
Legal & Professional	£5,393	£10,550
Equipment maintenance	£535	£50
Councils Charity Expenditure	£0	-£3,000
	£95,737	£109,550

Local Democracy	Actual 2017/18	Budget 2018/19
Office overheads	£7,426	£7,800
Election costs	£5,000	£5,000
Parish Pump	£2,152	£4,500
Chairman's Discretion Budget	£430	£520
Events/Projects	£33	£360
	£15,041	£18,180

Groundworks	Actual 2017/18	Budget 2018/19
Ranger staff costs	£54,076	£61,810
Ranger vehicle running	£5,089	£5,970
Equipment maintenance	£1,356	£4,020
Maintain local amenities	£220	£2,020
Waste disposal	£166	£0
	£60,908	£73,820

Grants (inc S137)	Actual 2017/18	Budget 2018/19
Village Hall	£9,699	£9,700
Councils Charity Expenditure	£0	£3,000
New – All Saints doors (subject to legal authority)	£0	£2,000
S137 expenditure	£1,400	£1,500
Maintain local amenities	£1,000	£0
	£12,099	£16,200

F & A Capital & Projects	Actual 2017/18	Budget 2018/19
Crime reduction	£28,500	£28,500
Provide for future asset replacement – equipment	£4,000	£4,000
New – Three Parish noticeboards	£0	£3,000
Provide for future asset replacement – vehicles	£3,000	£3,000
New Civic Award	£0	£0
Asset purchase (Weston Wood)	£27,396	£0
Provide for future requirements – depot extension	£0	£0
Communications & publicity	£198	£0
	£63,094	£38,550

The Green	Actual 2017/18	Budget 2018/19
Waste disposal	£500	£500
	£500	£500

Open Spaces & Trees	Actual 2017/18	Budget 2018/19
Dog bins and bags	£14,079	£14,760
Plants, Shrubs & Trees	£0	£500
	£14,079	£15,260

Events/Projects	Actual 2017/18	Budget 2018/19
Xmas Lights	£8,889	£8,800
New Year's Eve Fireworks	£768	£5,000
Events/Projects	£918	£1,820
Senior Citizens Seaside Outing	£1,240	£1,300
New – Parish Allotment	£0	£1,000
New – Promotional banners	£0	£600
New – Micro habitats	£0	£500
New – Bat Boxes	£0	£500
New – Sunflower competition	£0	£300
New – Easter Egg Hunt (Stones Orchard)	£190	£250
	£12,006	£20,070

Multi Sports Court (MSC)	Actual 2017/18	Budget 2018/19
Equipment maintenance	£1,000	£1,000
	£1,000	£1,000

E & A Capital & Projects	Actual 2017/18	Budget 2018/19
Defibrillators – new	£5,326	£1,500
New – Beautification of Croxley	£0	£500
Defibrillators – Maintenance	£921	£500
Flowers 4 Croxley	£436	£500
Local Market	£316	£300
	£6,999	£3,300

Roads & Street Furniture	Actual 2017/18	Budget 2018/19
Roads & Street Furniture	£1,500	£100
	£1,500	£100

Community Bus	Actual 2017/18	Budget 2018/19
Community Bus	£6,760	£6,900
	£6,760	£6,900

P & D Capital & Projects	Actual 2017/18	Budget 2018/19
Neighbourhood Plan	£26	£2,000
Community Infrastructure Levy (CIL)	£4,804	£0
	£4,830	£2,000



Notice of Meetings 2017/2018

	2017		2018											
	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Environment & Amenities Committee	7	5	2	6	6	3		5	3		4	2	6	4
Planning & Development Committee	2	7	4	1	1	5	3	7	5	2	6	4	1	6
Finance & Administration Committee	9	14	11	8	8	12	10 AgM	14	12		13	11	8	13
Planning & Development Committee	16	21	18	15	15	19	17	21	19	16	20	18	15	19
Council Meeting	30	21	25	22	29	26 APM ¹		28	26		27	25	29	20

All Meetings are held in the Council Chamber and commence at 8.00pm unless otherwise notified.

Members of the Press and Public are welcome to attend.

Note: Please speak to the Clerk prior to the meeting in the event that there will be audio or video recording of the meeting.

¹APM (Annual Parish Meeting) is a meeting for the electorate. A Council meeting follows the APM.

