

ALDENHAM PARISH COUNCIL WORK PROGRAMME 2015/16

Introduction

Aldenham Parish Council approved the following plan at its meeting in May 2015. As six months has lapsed since the plan was adopted, it was felt appropriate to give an update as to whether APC is on course to deliver the objectives.

2015/16 plan

Area of interest	Responsible Committee	Details	Update
Councillor training	FC	Training offered by HAPT, HertsmereBC and PCM on role of Council, Councillor, Planning, Council as Employer, Finance etc. These offered either as courses, reading or 1-1.	<p>PCM has advised all prospective Cllrs of training dates for new Cllrs.</p> <p>HertsmereBC have offered planning training.</p> <p>PCM has sent out introduction pack & Good Councillors Guide to all Councillors.</p> <p>Update - Cllrs have taken up some of the courses on offer, particularly Cllr N Payne.</p>

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Neighbourhood Plan	Full Council Comm Dev	<p>APC agreed area of plan in 2013, they have also set up steering group which is separate from Council. HertsmereBC are aware of plan and two events re the plan have taken place.</p> <p>APC have set a deadline for the plan to be completed by April 2016.</p>	<p>APC agreed budget for consultants.</p> <p>Regular meetings with HertsmereBC regarding plan progress.</p> <p>Need to ensure newly elected HertsmereBC Councillors representing Aldenham wards are aware of progress and 'buy into' plan when is sent to HertsmereBC for debate.</p> <p>Ensure APC Councillors mention plan when involved in groups outside APC such as U3A etc.</p> <p>Review N Plan website.</p> <p><u>Update</u></p> <p>Regular reports received at APC meetings on progress. Timeline has slipped slightly and revised dates will be issued in December 2015.</p>
Land ownership	Full Council	To review the land owned by APC and liaise with HertsmereBC regarding the need for 'affordable' housing in the parish, in order to meet government guidelines and allocated section 106 monies from other developments.	<p><u>Update</u></p> <p>A review is taking place, and Strat Plan committee have recommended that an overall strategy for all APC Open Space is considered in 2016 once N Plan completed.</p>

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Radlett Centre	Full Council	APC/RCT funded a M&E survey in 2013 to ascertain the liabilities that there will be over the next 15 years as the property gets older. The aim is to gather information that will aid future budgeting.	<p>A schedule has been produced by RCT for the works required over 15 year period - seen by APC.</p> <p>Awaiting a further schedule which includes the fixed assets.</p> <p>MoU has been agreed by APC & RCT that will facilitate how the two parties will fund the schedule.</p> <p>APC need to ensure schedules are added to MoU and these become working documents from Oct 2015.</p> <p><u>Update</u></p> <p>All schedules agreed and submitted to working party groups on APC & RCT meeting to agree everything to be set.</p>
Local Council Award Scheme	Full Council	New scheme announced that replaced Quality Council Award. The award has three levels, Foundation, Quality & Quality Gold.	<p>APC to agree to apply for scheme, and move that Gold Award achieved by April 2016.</p> <p><u>Update</u></p> <p>Applied for foundation Award - October 2015.</p>

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Finance	F&GP	Ensure APC meet deadlines for Annual Return to external auditor, as well as a clear audit which will allow it to meet the Local Council Award Scheme criteria	<p><u>Update</u></p> <p>Deadline met and Annual Return signed off with one minor comment.</p>
Staffing	F&GP	Carry out staff evaluation and consider any ramifications.	<p>F&GP agreed to external evaluation by HR consultants.</p> <p>Review the recommendations and discuss implications by 30/9.</p> <p><u>Update</u></p> <p>Completed.</p>
Parks & Open Spaces	P&OS plus Strat Plan	Ensure plans in place for all open spaces so APC have clear idea of the purpose of each piece of land and they can then budget expenditure accordingly.	<p>PCM has a plan for Phillimore Rec - this needs to be expanded and regular updates given as to expenditure against section 106 funds and earmarked reserves. Plan in place by 31/5/2015.</p> <p><u>Update</u></p> <p>In light of work required for N Plan this is scheduled for 2016/17.</p>
Trees	P&OS	Ensure 5 year plan updated and reviewed.	<p><u>Update</u></p> <p>Completed by P&OS Committee October 2015.</p>

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Play Equipment	P&OS	Review provision in Phillimore Rec once pavilion is demolished.	<p><u>Update</u></p> <p>Will now form part of review to be carried out in 2016/17.</p>
Section 106 funds	P&OS FC	Ensure that funds are received and used appropriately	<p>PCM to update the spreadsheet. This to be expanded to include expenditure and use of earmarked reserves by 30/9.</p> <p><u>Update</u></p> <p>Will be tabled at F&GP & Strat Plan Committee meetings Dec 2015.</p>
CiL funds	Strat Plan	APC need to be aware of what funds will possibly be received from HertsmereBC, and what restrictions there may be on expenditure by AC.	<p>APC have agreed CiL strategy.</p> <p>Need to meet with HertsmereBC to discuss restrictions/strategy/projects to be funded by 30/6.</p> <p><u>Update</u></p> <p>Meeting postponed in June as PCM was off sick. However, discussions are being held with HertsmereBC especially Bor Cllr D Lambert regarding requirements.</p>

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Community Engagement	Comm Dev	Comm Dev oversee three events in the year, plus AR, website and social media.	<p>Review all these aspects of the committee to ensure they are still appropriate means and what measurements there are in place to ensure they are ways to engage with the community. Review to include other methods such as attendance at other events, clubs etc.</p> <p><u>Update</u></p> <p>CDE Committee to decide priorities at meeting in December 2015.</p>
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