



ALDENHAM PARISH COUNCIL

Minutes of the meeting of the **FULL COUNCIL** using video conferencing at 2.30pm on 22nd June 2020.

Present: Councillors E Samuelson (Chairman), H Jones, D Wickham, A Rubinson, C Kilhams, P De Skuba, M Cherry & D Lambert.

Officer: P Evans (Parish Council Manager).

126. Apologies for absence.

Apologies were received from Cllrs J Lefton, S. Khawaja & B Evans

127. Declarations of interest on any item on the Agenda – None.

128. To adjourn the meeting for members of the public to address the Council (in accordance with Standing Order 3e)

There were no members of the public present. However, Cllr D Wickham raised concerns regarding the use of Radlett Gardens by customers of The Office PH which was offering a take away service. The PCM confirmed that there had been an increase in litter in the area.

129. To approve and adopt the minutes of the Annual & Full Council meetings held on 26th May 2020.

These minutes were signed as a true record by Cllr E Samuelson, and adopted by the council.

130. To receive the Manager's report (for information only).

This had been previously circulated and is attached for reference purposes.

131. Chairman's Announcements.

Cllr E Samuelson stated that she had attended a zoom meeting hosted by the Police & Crime Commissioner. She had also attended a meeting of the Aldenham Country Park and was sad to hear that the Aldenham Sailing Club is to close due to the fact that the reservoir water level has reduced.

132. To receive the final auditors report for 2019/20 and decide any actions to be taken.

This report had been circulated prior to the meeting. Members noted that there were no actions to report and that the auditor had signed page 3 of the Annual Return with no issues reported. The report was then adopted.

133. To review and agree the statement 1 of Annual Return 2019/20.

The PCM had circulated a report that answered all the questions asked in this statement. He explained that he had publicised the public rights to



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view the accounts too early in 2019 which the external auditor had noticed making this year's question 4 statement a 'no' answer. It was then;

Resolved

- a) That the RFO and Chairman answer yes to questions 1 – 3 and 5 - 8 on the section one statement of the Annual Return and 'no' to question 4 as directed by the external auditor in 2019, and sign where required.***

134. To review and agree statement 2 of the Annual Return 2019/20.

These accounts and the workings had been circulated prior to the meeting. The PCM answered all the questions raised. It was then

Resolved:

- a) The PCM and Chairman sign the section two statement on the Annual Return.***
- b) That the Council is satisfied that the accounts as attached to these minutes have been prepared in accordance with the Account and Audit Regulations, and that these accounts have been adopted by the Council***

135. To receive a request from the Gravel Allotments Trustees to create a budget for the feasibility studies regarding development of the site on a joint costings basis with HBC.

Cllr D Lambert reported that the Trustees were unsure that they could commit APC and HertsmereBC to approximately £18,000 for initial surveys without any guarantees. The Trustees wished to speak to Hertsmere Development Ltd further before committing to any funds.

136. To decide the next steps following the Cobden Hill risk assessment report.

A report on this matter had been circulated prior to the meeting. Members were concerned regarding the cost of fencing, and whether there were other options to consider. The PCM was asked to circulate the original risk assessment to all councillors so that this can be discussed fully in July.

137. Finance

- a) To authorise the payment of accounts for July.**

The list for authorisation had been circulated prior to the meeting. Members asked for clarification on the invoice from Grooms and the RCT, before it was

Resolved that all payments as appended to these minutes are approved, and that the BACS list is signed by Cllrs E



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Samuelson & M Cherry to authorise the PCM to complete these transactions.

b) To receive the latest Financial Statements.

This report had been circulated prior to the meeting and was duly noted

138. The Full Council is asked to receive and adopt the minutes and approve publication on the Council website of the following Committees (In accordance with Standing Order 6.4.8).

Resolved to adopt the following minutes and recommendations;

a) Planning Committee meetings of 18th May & 1st June 2020.

b) Community Development Committee meeting 8th June 2020.

Re: –APC Website

- (i) APC instruct HertsCom to redesign the website at a cost of £1875.00.*
- (ii) That £815 be vied from the overtime budget to website.*
- (iii) That the F&GP Committee be asked to authorise the £560 underspend to be carried forward from the last financial year to the 2020/21 website budget.*

Re -- Winter Light provision for 2020/21

- (iv) That the Mistletoe Stars on the trees remain for 2020/21.*
- (v) APC purchase the ex-rental feather lights from last year at a cost of £2,250.00.*

139. Items of interest from Minutes of other authorities (for information only)

Cllr H Jones gave a report on the Village Institute and how it intends to reopen.

The Chairman then moved the following resolution;

That under the Public Bodies (Admission to Meetings) Act 1960 s 1(2), the press and public is excluded from the meeting whilst pertaining to employees of the council or tenders are discussed.

140. To decide on the tender process for the project manager roles for the Phillimore Rec Improvements project.

A report had been circulated prior to the meeting. This was discussed fully before it was

Resolved;

a) That the PCM re tenders this project on the basis set out in his report.



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b) That the Phillimore Rec working party consider any tenders that are submitted and meet with the PCM on 20th July 2020 to agree who to recommend to Council

Date of next meeting 27th July at 2.30pm via zoom

There being no further business the meeting closed at 4.04pm

Chairman Date