



ALDENHAM PARISH COUNCIL

Minutes of the meeting of the **FULL COUNCIL** using video conferencing at 2.30pm on 27th April 2020.

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

Officer: P Evans (Parish Council Manager).

104. Apologies for absence

Apologies were received from Cllr G Walton & B Evans.

105. Declarations of interest on any item on the Agenda -- None.

106. 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.

107. To approve and adopt the Minutes of the Full Council meeting held on 24th February 2020.

These minutes were adopted by the Council, and will be signed as a true record by Cllr J Lefton once the office is open.

108. To receive the Manager's Report (for information only).

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

109. Chairman's Announcements – None.

110. To adopt the actions already taken regarding the coronavirus pandemic and decide any next steps.

A report regarding actions that had already taken place that needed ratifying by council and some ideas of where APC could be involved in the future was circulated prior to the meeting.

Members were disappointed to note that the Radlett Neighbourhood Plan referendum due to take place in May 2020 has now been delayed by central government till May 2021.

It was noted that again, due to government advice re social distancing and large gatherings that the following was

a) Resolved that the Festival of Culture 2020 be cancelled.

Members wished to thank all those involved in the working party for their efforts to put the event on. As it was likely that these measures will be in place for some time it was then

b) Resolved to postpone the 2020 Summer Activities programme.



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Members then discussed the finances of the council. The March payments were circulated prior to the meeting which was then cancelled. This included copies of all invoices, which had been checked by the RFO. As authority was needed from at least two councillors per standing orders this was received by e-mail. Members were asked to ratify this action. As the meetings are now held via video conferencing, this practice will continue for the forcible future. It was therefore:

Resolved;

- c) That the actions taken in March where payments circulated with the March 2020 summons for the full council meeting in March (then cancelled) were agreed by Cllrs J Lefton & M Cherry (using e-mail) which then authorised the PCM and Assistant Manager to make online payments are ratified.***
- d) That until meetings in the Radlett Centre are resumed that at the zoom meeting the Council will nominate two councillors to email authorisation to the PCM and Assistant Manager to make online payments.***

Members asked the PCM to thank the office staff that were working from home for all their efforts and to the Open Spaces Team who were keeping the open spaces in the parish looking very clean and great.

Members then considered what actions could be considered regarding the current pandemic and its impact on the residents, businesses and community groups in the parish. It was acknowledged that the council was using its website and social media platforms to highlight information from various sources. However, concerns were raised as to how some of this information was presented on the website with the need to click on various tabs/links before the information was obtained.

There was a long discussion as to how the Council could support the NHS, especially the local hospitals. A 'wish list' had been forwarded to Cllr E Samuelson from the Lord Lieutenant of Hertfordshire regarding a charity he was supporting for ENHT and the PCM had highlighted a charity based at Watford General 'Raise West Herts'. Members agreed that there was support for the NHS from many local groups and that APC should see whether it should highlight the campaigns, and also to see what it could help with, but more information was needed so it was

- e) Resolved that the PCM contacts Watford General Hospital to ascertain if they have a wish list which will then be circulated to members, and a decision as to how APC may help with this list is agreed by e-mail.***



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It was agreed to continue to re circulate details of the support offered by Citizens Advice Bureau for individuals who may be affected by the current crisis and HertsmereBC regarding the grants offered to business.

Cllr H Jones left the meeting at 2.55pm.

Members discussed the 'Nations Toast to the Heroes of WWII' on 8th May 2020, this being the 75th anniversary of Victory in Europe. It was agreed to promote this event through the website and social media platforms.

Cllr S Khawaja left at 3.24pm.

Cllr P De Skuba informed members of the 'Churches Together' project that provided families of children attending Radlett schools, with school meals during the school holiday. This group is very busy at the moment and need food and money donations. Members agreed to highlight this service on the website etc.

Cllr A Rubinson left at 3.30pm.

Members then discussed the situation regarding the plight of some of the local groups and charities who may be affected through lack of income during this period of uncertainty. It was acknowledged that the Council does have a small grant pot in the budget, but that this may not cover all requests that are received. It was also pointed out that there are other sources of grant funding that are being launched such as the National Lottery. The PCM was asked to investigate these other alternatives and it was then

Resolved;

- f) To promote the availability of grant funding from APC.***
- g) That any request received is considered by the officer and, where appropriate that the applicant is steered towards other funding providers if this is considered more appropriate.***
- h) That for 2020/21 all grant applications are considered at Full Council, so they can be processed quicker.***
- i) That each case is considered on its own merit regarding the level of funding offered and where this exceeds the budget the contingency fund is debited.***

Members then considered the financial position of the Radlett Centre Trust. Cllr M Cherry had attended a recent board meeting, where this was discussed. Members discussed this before it was

Resolved;



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- j) That APC will not charge for the secretarial services it provides to the RCT during the period when the Centre is closed.***
- k) That APC will pay all Radlett Centre utility invoices for the period March till September 2020, and then spread repayment of the RCT portion of these invoices over the following twelve months.***

111. To authorise the payment of accounts for April.

These had been circulated prior to the meeting. It was then;

Resolved that all payments as appended to these minutes are approved, and that Cllrs J Lefton & M Cherry will e-mail the PCM and Asst Manager authorising them to complete these transactions.

112. 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 17th February & 2nd March 2020.***
- b) Community Development Committee meeting 9th March 2020.***

Re: —Website

- (i) That Cllr S Khawaja, the CD Officer and PCM meet with HertsCom to understand what the cost/benefits are of switching website developers and report back to CD Committee as soon as possible.*

Re – Winter Lights 2020/21

- (ii) That the Mistletoe Stars and the bright white branch lights remain for 2020/21.*
- (iii) The Officer obtain costs for rental and purchase of the white branch lights for the columns and report back at the next CD meeting where a decision can be made.*
- (iv) Schools and local clubs continue to be invited to provide Christmas tree decorations.*
- (v) CD Officer obtains quotes for free standing light displays.*
- (vi) The Officer obtains quotes for mesh light curtains for the hedges at the Radlett Centre. Members wondered if the RC Trust Board might consider helping pay towards this. The committee asks that the APC representative raises this at the next board meeting.*

Re – Grant Aid for Community 1st Coffee Morning

- (vii) A grant of £876 be awarded to Community 1st to be able to provide a staff member to support a volunteer to lead the coffee mornings.*



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- (viii) That if the project does not go ahead then the grant funds are to be returned.
- (ix) The Officer informs Community 1st that regular updates regarding the number of people attending and the area they are from is reported back to the CD Committee.

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

Cllr D Wickham reported that the Village Institute had furloughed its staff and applied for a small business grant.

Date of the next meeting 26th May 2020 at 2.30pm.

There being no further business the meeting closed at 3.58pm

Chairman **Date**