



ALDENHAM PARISH COUNCIL

DRAFT Minutes of the meeting of the **FULL COUNCIL** using video conferencing at 2.30pm on 20th July 2020.

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

Officer: P Evans (Parish Council Manager).

197. Apologies for absence.

Apologies were received from Cllr S Khawaja.

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

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

Cllr J Lefton suspended standing orders and asked the members of the public if they wished to make any comment. One member of the public spoke regarding the proposed solar farm application. There was a general discussion on the application which will be considered by the planning committee at its meetings in February. It was suggested that those who wish to speak regarding the matter attend the planning committee meeting on February 1st. Their comments will be considered and a decision regarding the Council's response to HertsmereBC planning department will be made at the meeting of the committee on 15th February. All Councillors, including those not on the planning committee, are encouraged to attend these meetings. The Council will discuss the campaign at its full council meeting on 22nd February.

There being no further discussion, the members of the public were thanked for their attendance and standing orders were then resumed.

200. To approve and adopt the minutes of the Full Council meeting held on 15th December 2020.

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

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

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

202. The Full Council is asked to receive and adopt the minutes and approve publication on the Council website of the Finance & General Purposes Committee meeting held on 11th January 2021 (In accordance with Standing Order 6.4.8).



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These minutes had been circulated prior to the meeting. These were adopted alongside the recommendations.

Re: The budget

- a) *That the PCM reduces the contingency amount in the proposed budget from £20,000 to £5,000.*

Re: Internal auditors report

- b) *That the council note the report and endorse the actions taken so far.*
- c) *That the Asst Manager sends the bank reconciliation to Cllr M Cherry electronically in order that he may carry out the necessary checks.*

Re: Council Project Priority List

- d) *That the CiL funding currently allocated to the KGV Access Road project be moved to the Phillimore Rec Improvement Project.*
- e) *That the EMR funding currently allocated to the Phillimore Rec Improvement Project be moved to the KGV Access Road project.*
- f) *That the £16,631.16 CiL receipts received in October 2020 be allocated to the Phillimore Rec Improvements project.*

Re: Transfer from Barclays to Unity Trust Bank

- g) *That APC open an account with Unity Bank PLC with the signatories being any two members of the F&GP Committee.*
- h) *That the PCM and Assistant Manager are authorised to view the account on line as well as set up payments, but not to authorise them.*
- i) *That APC close the Barclays impress and savings accounts and transfer the funds into the Barclays Bank current account prior to switching to Unity Bank.*
- j) *That APC invest £100,000 in a one-year bond with United Trust Bank, signatures being any two of Cllrs M Cherry, J Lefton & E Samuelson, with the PCM (P Evans) being able to receive correspondence and view any documentation.*
- k) *That the petty cash account is closed and any cash held paid into the current account.*

Members also noted the conclusion of the risk report.

That this council confirms that it has carried out a full risk assessment this year, and meets the criteria set by the audit regulations as stated in the Annual Return Part 2.

203. To decide on the format of the Annual Parish meeting.

The provisional date set was 23rd March 2021 in The Radlett Centre auditorium. Members agreed that it may be difficult to have this meeting in a face to face way, so the PCM was asked to see if this could be carried out virtually, especially as there was not a meeting last year. There was also a



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discussion regarding whether to have a speaker and several options were discussed.

204. To declare a casual vacancy for the Aldenham East ward.

It was noted that the Council currently have three vacancies. Two of these were advertised as legally required, and as a result, HertsmereBC received the required number of signatures asking for a formal election in relation to one of those vacancies, which will now take place in May. In relation to the second vacancy, no formal election was requested, so this creates a casual vacancy which the council is able to fill themselves. The third vacancy is still being advertised with the deadline being the end of the month.

Resolved that APC declare a casual vacancy for the Aldenham East Ward which it will advertise and look to fill at the next meeting in February.

205. To authorise the payment of accounts for January.

A list of payments had been circulated prior to the meeting. The PCM was asked questions regarding the bowls club hedge cutting, electricity charges for the Radlett Centre and what Microshade is for. It was then;

Resolved that all payments appended to these minutes are approved, and that the BACS list is signed by Cllrs M Cherry & J Lefton to authorise the PCM to complete these transactions.

206. 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 of the Planning Committee meetings of 7th & 21st December 2020 and 4th January 2021.

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

Cllr E Samuelson reported on the recent Gravel Allotment Trustees meeting and a recent Radlett Youth Council virtual meeting. Cllr D Wickham reported on the recent Village Institute meeting with the help of cost cutting and use of the furlough scheme the Institute's finances are in a reasonable state. Cllr H Jones reported that there had been some works carried out to properties on the Alms-houses.

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.



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208. To receive an update on the Pegmire Lane development.

A report from the PCM had been circulated prior to the meeting which included some comments from HertsmereBC. It was agreed not to carry out any surveys but to inform HertsmereBC that APC are looking to build a maximum of 12 -15 properties on the site.

Date of next meeting 22nd February 2021– 2.30pm

There being no further business the meeting closed at 3.36pm

Chairman **Date**

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