



Shenley Parish Council

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON THURSDAY, 6th OCTOBER 2022,
AT 7.30PM, IN THE VILLAGE HALL, 108 LONDON ROAD, SHENLEY**

PRESENT: Councillors Justine Ash, Nicky Beaton (Chair), Annie Keen, Sharon Madsen, Gavin O'Sullivan, and Anthony Spencer.

In attendance:

- Amanda Leboff, Clerk to the Council
- 2 representatives from Horticultural Society

58/22.23 ABSENCE OF MEMBERS AND DECLARATION OF ACCEPTANCE OF OFFICE

Apologies for absence were submitted from Cllrs Rosemary Gilligan, Natalie Susman and William Susman.

59/22.23 DECLARATIONS OF INTERESTS OF ITEMS ON THE AGENDA

- Councillor Spencer declared a Personal Interest in the item concerning Shenley Park Trust as they are Trustees representing the Borough Council (Spencer).

60/22.23 MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6th SEPTEMBER 2022.

RESOLVED that the minutes of the Annual Parish Council meeting, held on the 6th September 2022 be confirmed as a correct record, and to be signed by Cllr Beaton and adopted by the Council.

61/22.23 REVIEW OF ACTION PLAN FROM ABOVE MEETINGS

The Action plan was **NOTED**, and it was **AGREED** that: -

- Black Lion Hill – The meeting **NOTED** the email from HCC
- Chase HBC for movable 'No Fly Tipping Banners'
- Wildlife cameras still to be fitted
- Shenley Pond boardwalk – AGA to carry out works

62/22.23 MINUTES OF THE PLANNING COMMITTEE MEETINGS HELD ON 3rd October 2022

The meeting **NOTED** the minutes of the Planning Committee meeting, held on the 3rd October 2022

63/22.23 PUBLIC ISSUES

There were none

64/22.23 REPORTS OF COMMITTEE, MEMBERS AND CLERK

(i) Adopt Scheme of Delegation

Following a proposer and a seconder it was **RESOLVED** to adopt the Scheme of Delegation for Shenley Parish Council.

(ii) Public Toilet vandalism



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The meeting was updated with regards to the 2 vandalism incidents in 1 week. The toilet is unusable due to the door frame being destroyed. The Council are now waiting on a quote to repair the door frame as well as the option of moving the CCTV camera to outside The Hub.

It was **AGREED** the matter will be added to the November agenda to discuss the lease with HBC and the upkeep of the toilet.

(iii) Shenley Neighbourhood Plan Checklist

The chair informed the meeting that the training day with HBC was extremely successful. The Council are waiting on adjustments to be made to the checklist by HBC Planning Department. Once all parties are happy with the checklist, this will be used by HBC planning department moving forward.

(iv) Planning Issues related to L'Italiana

The Chair informed the meeting that she had met with Highways regarding proposed parking restrictions. Residents will be consulted again.

(v) Fly Tipping - camera installation

Nothing to report

(vi) Borough Councillors Update

In her absence, Councillor Susman sent the following report that was read at the meeting: -

The last month has been a busy month at HBC. The death of HM Queen Elizabeth was a very sad time, and meetings ceased during the mourning period as a mark of respect, so several meetings were postponed. I have attended as a representative of the Shenley Community the following:

- The declaration of HM King George at the Civic Offices. This was a very well attended and moving event. There were other Council members in attendance, the Mayor, religious representatives and local residents.*
- Earlier this week I attended the raising of the flag for Black History Week. This is not just representative of the black community but for all minority groups. This was attended not only by several Council Members and Officers, but by the local emergency services and local religious leaders together with the Mayor and Deputy Mayor*
- Last weekend I attended the formal opening of the new gym at The Venue. Having spent this term (since 2019) being part of the Leisure Panel I was excited that much of the new equipment invested in is powered not by electricity but self-powered when in use. This was the result of one of my ideas personally that we should be looking to save on electricity and therefore the carbon footprint and cost savings as another positive by-product. This gym is definitely worth a visit and offers equipment not available in other local gyms.*

Other meetings are getting back to normal, and I will have more to update on these next month.

At this point Cllr Ash informed the meeting that she and Cllr Susman had assisted in remedying the



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leaking sewage by Cockle Way. The issue had been reported and Cllr Susman had involved HBC. Thames Water came out and did repair the issue however as it was on private land, they have informed they would not do this again. If this were to happen again, the landlord will have to get involved.

As such Cllr Ash will request that HBC inform the landlord of this.

Cllr Spencer informed the meeting that he has emailed Cllr Bright, requesting that he is a substitute on HBC Planning Committee with regards to specific applications that affect Shenley.

He visited the Islamic Mosque that is being developed in Borehamwood, which is being well attended.

Again, he visited the aircraft museum, which is getting kids involved in repairing old planes.

Cllr Spencer is also involved in the audit committee and with policy review.

(vii) Highways Update

The meeting was updated with regards to the proposed parking restrictions on Rectory Lane. The 2nd consultation letters will be sent out.

(viii) Parking at Andrew Close

The meeting **AGREED** to add this to the November agenda.

(ix) Allotments and Horticultural sheds

The chair welcomed the representatives from the horticultural society who confirmed that the society has now ceased to exist, and the audit has been completed. As agreed previously, the Parish Council has taken over the responsibility of the horticultural sheds which sit on the allotment site. As such the horticultural committee handed over the remains from their bank account to the Parish Council, which was £5,336.81. The Parish Council will be sending a letter confirming what was agreed.

The chair thanked the representatives for attending and for the cheque.

(x) Action for a Cleaner Shenley and Groundwork Team – Update

The meeting was informed that in September the team collected 49 bags of rubbish. Year to date 479.5 bags have been collected, compared to last year, 418.5 had been collected at the same time.

The groundwork team cleared around the war memorial in preparation for Remembrance Sunday.

(xi) Community Payback Team

Unfortunately, there has been a shortage of people, so there has been no attendance in Shenley.

(xii) Harris Lane/Rookery Field/Pursley Field

Mrs. Gough addressed the meeting and informed that as of 1st December 2022, she will no longer be doing the cutting of the grass or small jobs around Shenley. She will still happily help with the events that are run by the Parish Council.



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The meeting thanked Mrs. Gough for all her hard work and her late husbands and thanked her for the notice period being given.

The clerk will meet Mrs. Gough to get a definitive list of works in order to get quotes from new contractors.

(xiii) Harris Lane Pavilion

Cllr Gilligan is due to pass contractor details to the clerk in order to obtain quotes.

(xiv) Media Committee

The latest edition of SVM is at the printers. The meeting passed on a big thanks to the editor Mr. Guy Beaton, for all his hard work.

Following a proposal and seconder, it was: **-AGREED** that the quote for £1,850 for the printing of SVM be approved.

(xv) Shenley Community Activities Group

The SCAG Christmas trip has been booked for Thursday 14th December, to see COME FROM AWAY. There will be 100 spaces. Letters will be sent out towards the end of October.

(xvi) Remembrance Sunday

This year Remembrance Sunday will be on Sunday 13th November. As in previous years it will be run by the local faith organizations. The clerk has applied for the 'Temporary Prohibition of Traffic' for Shenley. Unfortunately, SPC have been advised that the Hertfordshire police are no longer able to assist with implementing 'Temporary Prohibition of Traffic', as such have been advised that they will have to make use of a private traffic management service or marshals to help with traffic.

As this is now the case, there are costs involved in hiring a traffic management company.

Following a proposal and seconder, it was: **-RESOLVED** that the Parish Council can spend up the £750 in order to hire a traffic management company for the Shenley Remembrance Day parade and service to take place.

(xvii) Future Initiative Committee

The meeting discussed attendance at the Shenley Park and Café run Halloween event. Unfortunately, the Cllrs are unable to attend, as such: -

Following a proposal and seconder, it was: **-AGREED** that the Parish Council will give a grant of £350 towards the running of the event.

The meeting went on to discuss Christmas. It was **AGREED** that: -

- The Christmas lights switch on will take place on Monday 28th November at 6pm at the village hall.
- The clerk will contact Shenley Primary School to ask that they volunteer 2 students to switch on the lights



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- The chair will look into the possibility of the carriage going around Shenley again on Sunday 18th December
- If there are enough volunteers, there will be a Christmas event at The Cage on the 18th December
- The Council thanked Cllr Bright for his funds towards the Christmas lights.

It was **AGREED** that a Future Initiative meeting be arranged

(xviii) Police Update – Safer Neighbourhood Team

The police had requested suggestions for local priorities. It was **AGREED** the following would be passed on as suggestions: -

- Night patrols
- Weekend presence
- Speeding through Shenley
- Enforcement of the 7.5-ton weight restriction through Shenley.

(xix) Shenley Park Trust

The meeting was informed that the Tennis courts initiative is still going ahead with quotes going to be received.

65/22.23 FINANCIAL MATTERS

- i. The Accounts for payment for July and August 2022 were received and it was: -
Following a proposal and seconder, it was: **-RESOLVED** that the monthly Accounts for September 2022 totaling £13,839.19 be **APPROVED**.
- ii. Following a proposal and seconder, it was: **-RESOLVED** that the: -
Monthly budget monitoring reports for September 2022 be **APPROVED**.
 - Cash Allocation report
 - Year to date profit and loss by cost types
 - Profit and Loss with Year to Date, Prior Year and Variance
 - Balance Sheet
 - Statement of Cash Flows
 - Bank reconciliation - Unity Trust Bank
 - Fixed Asset Summary
 - Aged Payables Detail
- iii. Grant Requests using the General Power of Competence: -
 - Shenley Primary School request for a grant to help towards the cost of swimming coach expenses (£1,500.00 given in 2021,2020 and 2019)
Following a proposer and a seconder it was **RESOLVED** to approve a donation of £2,000.00.
 - Grant to St Martins church towards refreshments for Remembrance Sunday
Following a proposer and a seconder it was **RESOLVED** to approve a donation of £100.00.



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- iv. It was resolved to **ACCEPT** and **APPROVE** the external auditor's signed annual return and opinion for year ended 31 March 2022
- v. It was **RESOLVED** that the annual return and notice of audit was displayed on the Andrew Close notice board for in excess of 14 days
- vi. Following a proposer and a seconder it was **RESOLVED** to approve the National Salary Award Pay Scale Increase (Spinal Column Point 33) (Starting 1st April 2021 as per NALC advice)
- vii. The council resolved not to accept the quote to clean the public toilet that equated to £9,360 pa.

66/22.23 The meeting ended at 9.30p.m.

Chair

ACTION LIST - 6TH OCTOBER 2022

PROVISION	ACTION	BY	ACTION
Horticultural Society	Letter to be sent confirming what was AGREED at the meeting	Clerk	ASAP
November meeting	<ul style="list-style-type: none"> • Public Toilet – lease to be discussed • Parking at Andrew Close 	Clerk	ASAP
Wildlife cameras	To be put up	Cllr W Susman	ASAP
Shenley Pond	Ask Mr Gough if he is able to paint the bollards black	Clerk	ASAP
Future Initiative Meeting	Meeting to be arranged	Clerk	ASAP
Christmas Lights Switch On	Contact Shenley Primary School to ask that they volunteer 2 students to switch on the lights	Clerk	ASAP
SCAG	Letters for Christmas trip to be sent out	Clerk	End of October
No Fly Tipping Signs	Look into movable banners	Cllr N Susman	ASAP