



Managers' Report – March 2024

Re: CiL grant application of £20,000 received from Aldenhams War Memorial Hall towards windows replacement

*That if the project goes ahead up to £20,000 CiL grant be made available to the Aldenhams War Memorial Hall on production of invoices. – **Aldenhams War Memorial Hall Trustees advised, planning application made by the trust – Feb24.***

To receive an update regarding the Phillimore Rec Cafe Project (Sept23 Ag item 14 & Nov23 – Ag item14)

- a) That the CM asks Debenhams Ottaway provide a fee proposal to draw up a 10 year lease for the whole café area. – **HoT agreed in principle, sols working out final details 19/3.**

To consider forming a working party to investigate possible implementation of policy RV2 -- Medical Services of the Radlett Neighbourhood Plan (Feb24 – Ag item 7)

- a) That APC form the RV2 –Medical Facilities working party with at least two APC councillors who will be Cllrs E Samuelson & T Butwick.
- b) That APC advertise for volunteers from within the parish to join the working party.
- c) That APC approach the developer of Regency House regarding their current plans for the site.

To consider the erection of two benches in the parish in recognition of past Chairman of the council (Feb24 –Ag item 8)

- a) That a bench is purchased, which is placed on the High Street, outside Silverman's butchers, with a plaque recognising N Payne.
- b) That a picnic bench is purchased and placed in Phillimore Rec, with a plaque recognising J Howley.
- c) That funding for these is allocated from CiL receipts.
- d) That APC review annually whether it can add to the number of benches in the High Street which will be dedicated to other former chairman of the council who have been very active within the parish.

To receive a request from Patchetts Green Residents Association for a defibrillator for the area (Feb24 – Ag item 9)

- a) That APC purchases a defibrillator which will be provided for Patchetts Green and located on the external wall of the Three Compasses Public House.
- b) That APC apply for a grant towards the purchase of the defibrillator from the government scheme. – **application made.**
- c) That APC approaches the HBC ward councillors for funding of £200 each if possible from their WIIS. – **request made, funds allocated from HBC Cllrs B Rosehill & D Lambert and from locality budget from County Cllr C**



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Clapper.

d) That APC fund any shortfall of funding to purchase and install the defibrillator.

To consider the letter received from Cornerstone solicitors regarding their request for a site investigation at Phillimore Rec for a possible phone mast (Feb24 – Agenda item 10)

a) That APC employ Russell Cooke Solicitors and TDC Property to provide legal and expert advice in this matter, providing an undertaking can be obtained from Cornerstone that their fees will be met by them. – **TDC have approached Cornerstone for undertaking – no reply so far 15/3.**

b) That Russell Cooke Solicitors contact Cornerstones solicitors to obtain this undertaking regarding fees and to arrange a date for when the site visit can take place.

c) Once the undertaking is received then TDC/Russell Cooke Solicitors advises Waldon Telecom of the plan's APC have to build a café in Phillimore Rec this year.

To consider the appointment of the contractor to build the cafe as part of the Phillimore Rec Improvements Project -- Phase 1 Café (Feb24 – Ag item 16)

a) That Life Build Solutions Ltd are appointed as the contractor for the build part of the Phillimore Rec Improvements Cafe project, using the JCT Standard Building Contract.

b) That the budget for the build part of the project is £839,432.

c) That, recognising the obligations of the JCT contract regarding the payment of invoices, that the Council Manager in conjunction with at least two members of the F&GP Committee are delegated to authorise stage payments within the approved budget/contract and paid immediately. Such payments will be reported to the Council at the next possible council meeting.

d) Should there be additional costs/work, these cannot be authorised or paid without Full Council approval before commencing.

e) That the increased overall budget of £29,342 is funded from temporary Earmarked Reserve which will be replenished through future CiL funds received.

Staffing information -- There has been 2 day's sickness since the last meeting.

Delegated actions by APC Management

Under the transparency code Councils are encouraged to show the actions undertaken by the CM & DCM under delegated authority. Here are the orders made since the last meeting for your information.

Purchase Orders

<u>Date</u>	<u>Order number</u>	<u>Supplier</u>	<u>Description</u>	<u>Amount</u>	<u>Authorised by</u>
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26/02/2024	139/23	Brunel Engraving	King Charges Coronation tree plaque replacement	£237.20	M.Duong
26/02/2024	140/23	Viking	office supplies	£112.89	M.Duong
28/02/2024	141/23	Allen Concrete	barrel posts for LH x15	£410.90	M.Duong
05/03/2024	142/23	SDE Signs	various signs for P Rec gates	£927.80	P Evans
05/03/2024	143/23	London Hearts	defibrillator for Patchetts Green	£750.00	M.Duong
05/03/2024	144/23	Dor-2Dor	AR delivery	£512.00	M.Duong
08/03/2024	145/23	LifeBuild Solutions Ltd	Initial orders for café project such as electricity line and timber frame etc	£45,000.00	Cllrs H Jones & C Woolf
14/03/2024	146/23	Hansards	New gates at P Rec to replace kissing gates	£6,425.00	Cllr J Graham & H Jones
15/03/2024	147/23	Metro Cairns	Skip for depot	£290.00	P Evans
15/03/2024	148/23	HAPTC	Planning training for Cllr C Woolf	£17.00	P Evans

Credit Card

21/02/2024	C/102/23	St John Ambulance	First Aid boxes for Depot & Office	£166.74	M.Duong
26/02/2024	C/103/23	Budgens	RYC supplies	£5.33	M.Duong
28/02/2024	c/104/23	Wickes	trimming knives	£8.30	M.Duong
28/02/2024	c/105/23	Tesco	milk for coffee morning event	£1.55	M.Duong
29/02/2024	c/106/23	Plants Direct	Compost for hanging baskets	£234.00	M.Duong
29/02/2024	c/107/23	Wickes	postcrete for fixing posts at Letchmore Heath	£16.13	M.Duong
04/03/2024	C/108/23	bp Mount	fuel YX590RP	£87.74	M.Duong
04/03/2024	c/109/23	Tesco	crisps for staff meeting	£1.75	M.Duong
04/03/2024	c/110/23	Wentzel's	sandwiches for staff meeting	30.15	M.Duong