



Chipperfield Parish Council,
The Village Hall
The Common, Chipperfield
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CHIPPERFIELD PARISH COUNCIL

MINUTES of Chipperfield Parish Council meeting held on 7th December 2021 at The Blackwells Chipperfield WD4 9BS at 7.45 pm.

Councillors Present: K Cassidy- **Chairman**, G Bryant, C A Heaphy, Hinton, Miller and Sutcliffe

In attendance: Mrs U Kilich Clerk and five members of the public.

49/21 APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

Cllr McGuinness and Cllr Flynn sent their apologies. **RESOLVED**, to accept the apologies proposed by Cllr Bryant seconded by Cllr Hinton. Unanimously agreed.

50/21 DECLARATIONS OF INTEREST

To accept and declare interest linked to any of the Resolutions.
None.

51/21 MINUTES

To approve the minutes of the meeting of 28th September 2021.

RESOLVED, proposed by Cllr Sutcliffe, seconded by Cllr Bryant that these Minutes be agreed as a true and accurate record of the proceedings and be duly signed by the Chairman. Unanimously agreed.

52/21 Public Issues

Members of the public and councillors can raise matters of concern.

All those present, were interested in Apostles Pond, discussed under 54/21 (g).

53/21 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillor (s)
Nothing to report.

Cllr Cassidy

Date

54/21 CHAIRMANS REPORT & CORRESPONDENCE RECEIVED

To receive the Chairman's report and note any correspondence received.

- a. Environment Forum Agenda and Minutes 11/11/21 – Circulated to Council members
- b. School Admission Listing HCC 2/11/21- Circulated to Council members. St Paul's is not on the list for consultation.
- c. Civility and Respect Project Newsletter HAPTC 19/11/2021 – Circulated to Council members, this highlights the impact of bullying, harassment and intimidation within councils.
- d. Joint Strategic Plan 22/11/21 Circulated to all Council members.
- e. HAPTC Internal Audit Information 22/11/21 – Circulated to Council members how bank statement and reconciliation must be completed in accordance with Governance and Accountability for Smaller Authorities.
- f. Climate Change Research 30/11/2021 – Circulated to Council members about workshop that was held on 1st December 2021
- g. To update on Apostle Pond – Cllr Cassidy updated member on the Apostles Pond. Cllr Cassidy informed members that the Apostles Pond is managed by Dacorum Borough Council, therefore, any work/survey must be done with the approval from DBC. Chipperfield Parish Council is committed to restoration of the pond in line with the requirements of DBC however funding has to be agreed. CPC discussed a number of options to fund the project, but no final decision will be made until the results of the survey are known and DBC as agreed the plan of action. Cllr Cassidy suggested we proceed to obtain the Ecological Survey report through Tim Hill (The Wildlife Trusts Herts and Middlesex) (See item 55/21 k below). CPC is in receipt of two quotes both arranged and sourced by members of the public present at this meeting. CPC may also visit other avenues to raise the fund.

55/21 FINANCE AND GENERAL PURPOSE

- a. **Cllr Cassidy to update Council members on Accounts Summary YTD and Bank Reconciliations discussed at F&GP as of 23rd November 2021.**

Cllr Cassidy proposed to accept the Accounts Summary YTD and Bank Reconciliation (as circulated prior to the meeting) , seconded by Cllr Sutcliffe. Unanimously agreed.

- b. **Cllr Cassidy proposed to accept the attached Budget and Precept for 2022/23 recommended by F&GP Working Party**

Cllr Cassidy proposed to accept the Budget and Precept for 2022/23 (as circulated prior to the meeting), the proposed budget shows a deficit of £3538, should this potential deficit materialise at the end of the financial year the shortfall may be covered by a reduction in the grant allocation, seconded by Cllr Bryant. Unanimously agreed.

Cllr Cassidy

Date

- c. Cllr Cassidy proposed to award the grant as discussed by F&GP Working Party**
Cllr Cassidy proposed to accept the grant distribution to various village organisations as suggested by the F&GP Working Party, seconded by Cllr Miller. Unanimously agreed.
- d. Cllr Cassidy to update members on the attached Action List.**
 - a.** Croft Estate Park, (recreation/play and swing area) it was reported by Cllr Cassidy that positive feedback has been received from DBC and we await further updates.
 - b.** Internet in the village, Cllr Bryant reported that there is increased Open Reach activity in the village and surrounding area and he was informed that more fibre will be coming into the village.
 - c.** Replacement of the village sign once the quote has been approved it will be on order.

Item discussed under (j) below.
 - d.** Clerks appraisal has been diarised to take place on 8th December 2021.
 - e.** To consider the next outstanding Community Contribution award. Cllr Cassidy asked Council members to consider potential candidates such that the council could discuss and approve the next award.
 - f.** The posts around the Common and the bins will be installed in January 2022.
- e. Cllr Cassidy proposed to increase the Tennis Club rent for 2022/23**
Cllr Cassidy proposed to increase the rent for the Tennis Club by £100 to £600, for 2022/23 when the rent review is up, seconded by Cllr Miller. Unanimously agreed.
- f. Cllr Cassidy proposed to accept Sunnyside Rural Trust's proposal for maintenance contract.**
Cllr Cassidy proposed SSRT's proposal of £60 per visit (26 visits a year) seconded by Cllr Hinton. Unanimously agreed.
- g. To discuss correspondence requesting additional trees in Chipperfield**
Cllr Cassidy proposed to apply for the grant of £350 once this has been approved by Luke Johnson Woodland and Tree Officer at Dacorum Borough Council.
- h. To review Allotment responsibilities**
Cllr Cassidy proposed to charge £75 deposit as of immediate effect for new plot holders, the deposit will cover any extra work that may be required before the next allotment holder takes on the agreement, seconded by Cllr Miller. Unanimously agreed.
- i. To review and approve CiL income and allocate to relevant EMR funds.**
Cllr Cassidy suggested more time is needed to consider the allocation of CiL funding.

Cllr Cassidy

Date

- j. **To approve the costs for the entry sign £1683.60.**
RESOLVED, proposed by Cllr Cassidy, seconded by Cllr Miller. Unanimously agreed.
- k. Cllr Cassidy proposes to approve the costs for the Apostle Pond survey for £1021.80.
RESOLVED, proposed by Cllr Cassidy, seconded by Cllr Heaphy. Unanimously agreed.

56/21 REPORT FROM WORKING GROUPS

1. OPEN SPACES

Cllr Heaphy covered the Apostles Pond under item 55/21 (g).

2. YOUTH AND EDUCATION

Cllr Heaphy informed members that the school is struggling with the staff shortage due to Covid.

3. POLICE REPORT

Nothing to report

4. HIGHWAYS

Nothing to report.

5. PLANNING

Cllr Bryant requested that all Parish Council members receive the Planning Minutes to keep them informed of all application in the village.

6. ALLOTMENTS

Nothing to report.

57/21 Exclusion of Press and Public; To **RESOLVE** that under Section 1 of the Public Bodies (admission to meetings) Act 1960 the public and press be excluded for the remainder of the meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential business to be transacted or for other special reasons stated in the resolution, arising from the nature of the business proceedings.

58/21 DATE OF NEXT MEETING

The next meeting will be held on the 11th of January 2022 following the planning meeting @ 7.45 at The Blackwells Chipperfield WD4 9BS.

The meeting concluded at 21.20

Cllr Cassidy

Date