



Chipperfield Parish Council,
The Village Hall
The Common, Chipperfield
WD4 9BS
Tel: 01923 263 901

email: parishclerk@chipperfield.org

website: www.chipperfieldparishcouncil.gov.uk

CHIPPERFIELD PARISH COUNCIL

MINUTES of the meeting of the Chipperfield Parish Council held on 27 June 2023 @ 7.45 at the Village Hall, The Common Chipperfield WD4 9BS

*Councillors Present: K Cassidy- **Chairman**, G Bryant, T McGuinness, W Bathurst, C Heaphy, P Foxall and L Hinton.*

In attendance: Mrs U Kilich (Proper Officer), Borough Councillor Adeleke and Borough Councillor Stewart Riddick.

17/23 TO RECEIVE AND APPROVE APOLOGIES OF ABSENCE

To accept and approve apologies for absence

Resolved, proposed by Cllr Cassidy, seconded by Cllr Bryant to accept the apologies of absence Cllr Eamon Flynn and Borough Councillor Phil Walker. Unanimously agreed.

18/23 DECLARATIONS OF INTEREST

To accept and declare interest linked to any of the Resolutions.

There were no declarations of interest to record.

19/23 MINUTES

a. To approve the minutes of the meeting of 16th May 2023.

Resolved, proposed by Cllr Foxall, seconded by Cllr Bryant to accept the Minutes of 16th May 2023 as a true and accurate recording of the meeting, Unanimously agreed.

b. Matters arising from previous Minutes

Nothing to report.

20/23 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillor (s)

Cllr Riddick reported on the following

- 1 The Street application got refused after Cllr Riddick called for the application.

Cllr Adeleke reported on the following

- The local plan has been scrapped by the new leader at DBC.

21/23 CHAIRMANS REPORT & CORRESPONDENCE RECEIVED

For any items you are not able to “click” please email the Clerk for information.

Items (a) to (d) have been circulated to Councillors by email and are included here for recording purposes.

- a. Dacorum Borough Council – News Bulletin (Councillors only)
- b. Dacorum Environmental Minutes 11th May 2023, for more details please click [here](#)
- c. Cllr William Allen has been appointed the new Mayor of Dacorum.
- d. Information on Standard Committee at Dacorum Borough Council

22/23 Public Participation 15 Minutes total (Max 3 minutes per Person)

Nothing to report

23/23 FINANCE AND GENERAL PURPOSE

- a. Cllr Cassidy to propose to accept the YTD Summary report for May 2023, bank reconciliation and management reports.
Resolved, proposed by Cllr Cassidy, seconded by Cllr Bryant to approve the YTD Summary and May 2023 bank reconciliation. Unanimously approved.
- b. Cllr McGuinness has decided to resign as of June 2023
Cllr Cassidy thanked Cllr McGuinness for his contribution to Chipperfield Parish Council.
- c. To advertise for casual vacancy – Cllr Cassidy proposed to advertise for the Casual Vacancy. The Clerk will follow the normal process, inform the Monitoring Officer.
- d. Cllr Cassidy to address request from parishioners for more bins around the village, i.e. outside the Post Office and Scatterdells.
Cllr Adeleke suggested that CPC make a formal request to DBC. Action: The Clerk will write to DBC with a request.
- e. Cllr Cassidy to update on SANG and the Cricket Club
Cllr Cassidy informed member that he is meeting with Claire Covington from DBC on 4th July 2023 at 3pm, Cllr Cassidy asked if Cllr Bathurst would be able to attend. A SANG report was submitted to Claire Covington which was put together by Council members and representatives. In the report it was outlined what CPC would want and not want, the CEO of Sunny Side Rural Trust (SRT) Keely Siddiqui-Charlick and Chipperfield Cricket Club (CCC) are involved in the project. The amount assigned over eight years is £16m, this amount will be distributed to Bunkers Lane and Chipperfield, DBC will decide how the money will be spent. It has been proposed by the CCC that the area is used as a community hub with a potential to build a storey, other option is to spend the money on the ponds in Chipperfield and general maintenance of the common.
- f. Cllr Cassidy to update on resurfacing of the Cricket Club car park.
Cllr Cassidy informed members that the Cricket Club car park will be resurfaced in July 2023. It was unanimously agree that the height restrictions as it would degrade the village look.
- g. Village award update

Cllr Cassidy proposed that CPC will inform will informally present the award to Simon Markin.
- h. Cllr Cassidy to update on action list and further tasks. Cllrs to refer and get back to the Clerk with updates or actions.
- i. To approve the Policies and Procedures with update from Annual Meeting of the Council.
Cllr Cassidy proposed that each member reviews the policy and inform the Clerk that they have been actioned. Cllr Cassidy and the Clerk have amended the ones for which they were responsible, Cllr Foxall informed members that the Grant Policy was fine and questions on Investment Policy were not relevant as CPC does not have long term investments, It was agreed to amend the portion suggesting that CPC reports on Investments every meeting as

this was no longer relevant. Cllr Flynn reported the ones he was responsible for are acceptable.

- i. Allotment Disputes - CAH
- ii. Code of Conduct – KC/UK
- iii. Communications Policy - LH
- iv. Complaints Policy - GB
- v. Dignity at Work Policy - EF
- vi. Equal Opportunities and Diversity Policy - EF
- vii. Facebook Policy - LH
- viii. Financial Regulations – KC/UK
- ix. Freedom of Information Policy - GB
- x. GDPR Policy - CAH
- xi. Grants and Donations Policy - PF
- xii. Grievance Policy - WB
- xiii. Health & Safety Policy
- xiv. Investments Policy - PF
- xv. Publication Scheme - LH
- xvi. Press and Media Policy - LH
- xvii. Recruitment and Selection Policy - TM
- xviii. Risk Assessment – KC/UK
- xix. Standing Orders – KC/UK
- xx. Terms of Reference – KC/UK
- xxi. Terms of Reference for Working Party - TM

24/23 REPORT FROM WORKING GROUPS

1. OPEN SPACES

Cllr Bathurst reported that the path by Blackwells and the Church Yard has been cleared. There were seven Friends of Chipperfield attending the recent Friends of Chipperfield meeting which was joint with Bunkers Park. It was reported the Royal Oak tree does not look in a condition that would warrant a TPO. DBC have removed down dead trees on Croft Estate.

2. YOUTH AND EDUCATION

Cllr Heaphy informed Council members that the new head has started with transition in taking over from the previous head as of September 2023. The School is fully staffed at the moment.

3. POLICE REPORT

Cllr McGuinness reported one crime in May 2023 where an individual was taken advantage of and scammed for a large sum of money.

4. HIGHWAYS

The parking on the Street is getting bad, there is some building work that is being carried out which may contribute to the issue. Cllr McGuinness suggested writing to each individual houses on the Street. The parking issue starts from the Two Brewers to the crossroad. It was agreed to send letters to a number of houses at the crossroad end of The Street.

5. PLANNING

Cllr Bryant informed members that the for sale sign has gone up on the Baptist Church.

6. ALLOTMENTS

Request from allotment holders to allow children to take part in after school activity. The plot holder has completed risk assessment. Council accepts the risk assessment but has concerns over liability and will ask for clarification on indemnity cover.

Action: Write to the organiser with a copy to the school.

25/23 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.

26/23 DATE OF NEXT MEETING

The next meeting will be held on the 5th September 2023 following the planning meeting @ 7.45 at The Village Hall The Common WD4 9BS.

The meeting concluded at 21.06