



Chipperfield Parish Council,
The Village Hall
The Common, Chipperfield
Herts.
WD4 9BS
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CHIPPERFIELD PARISH COUNCIL ANNUAL MEETING

To: Councillors: Kevan Cassidy Chair, Eamonn Flynn Deputy Chair, Geoff Bryant, Wendy Bathurst, Carly-Anne Heaphy, Luke Hinton, Paul Foxall and Malcolm Paton.

Notice is hereby given that the meeting of the Council to which you are summoned to transact the business set out below will be held at the Blackwells The Common WD4 9BS on Tuesday 14th May 2024 at 7.45 pm.

UKilich
Mrs Usha Kilich Parish Clerk
9th May 2024

01/24 ELECTION OF CHAIR

To elect a Chair for the ensuing Council year

02/24 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR

The Chair to sign the Declaration of Acceptance of Office of Chair

03/24 ELECTION OF VICE CHAIR

To elect a Vice Chair

04/24 DECLARATION OF ACCEPTANCE OF OFFICE OF VICE CHAIR

The Vice Chair to sign the Declaration of Acceptance of Office of Vice Chair

05/24 APOLOGIES FOR ABSENCE

To receive apologies for absence

06/24 DECLARATIONS OF INTEREST

To declare an interest linked to any item on the agenda.

07/24 PUBLIC PARTICIPATION 15 minutes time allowed.

08/24 MINUTES

To approve the minutes of the meeting of 9th April 2024.

09/24 REPORT FROM BOROUGH/COUNTY COUNCILLORS

To receive a report from Borough/County Councillors

10/24 Cllr Cassidy proposed the following for COMMITTEE's & WORKING PARTY MEMBERS

Members	Kevan Cassidy	Eamonn Flynn	Malcolm Paton	Geoff Bryant	Wendy Bathurst	Carly-Anne Heaphy	Luke Hinton	Paul Foxall
Committees								
Planning	x	x	x	Chair			x	x
Human Resources	Chair	x			x			
Allotment	x	x				Chair	x	
Working Parties								
Open Space	x	x			Chair			x
Highways	x	x						
Youth & Education						x	x	
Police Report	x							
Finance & General Purpose	x	x	x				x	x
Social Media						x	x	
Represent								
Village Hall				x				
Chip News				x				
Chip Care	x							

11/24 Chairman's Report

- a. Year to Date Summary 2024/25
- b. Cllr Cassidy proposes to approve the Annual Governance and Accountability Return 2023/24
- c. To review the Insurance Policy and approve total cost £1,254.11.
- d. Cllr Cassidy proposes to purchase a bin to be positioned outside the post office. To approve up to £700 for purchase and installation.
- e. **PRECEPT:** Notification of parish funding was confirmed as received on 5th April 2024. The total being £79,191.15.

Precept Demand	£62,623.00
Council Tax Support Grant	£ 00.00
Concurrent Services	£ 8,393.00
<u>Wardens Grant</u>	<u>£ 8,175.15</u>

Total for 2024/25 £79,191.15

- e. Total CIL amount received for 2024/25 £2,176.77.

- f. Cllr Cassidy to update on the progress of the phone box
- g. Van renewal not imminent
- h. Obtaining quote from SRT on clearing paths
- i. Herts Highways on flooded roads, Nunfield, Dunny Lane, and Langley Road
- j. An update on SANG and Apostles Pond
- k. Revisit plan of action asking residents to cut back hedges and parking on pavements
- l. To discuss the Village Clock with recent complaints about the noise and vibration
- m. Unity Trust Training account for the purpose of Community Governance
- n. To approve the following Policies and Procedures
 - i. Allotment Disputes
 - ii. Budget Virement
 - iii. Code of Conduct
 - iv. Communications
 - v. Complaints Procedure
 - vi. Dignity at Work
 - vii. Equality & Diversity
 - viii. Financial Regulations (to amend latest FR once updated)
 - ix. Freedom of Information
 - x. GDPR
 - xi. Grants and Donations
 - xii. Grievance
 - xiii. Investment Policy
 - xiv. Press & Media
 - xv. Publication Scheme
 - xvi. Recruitment
 - xvii. Risk Assessment
 - xviii. Standing Order
 - xix. Terms of Reference
 - xx. Working Party Standing Orders

12/24 1. Open Space

2. Youth and Education

3. Police Report

4. Highways

5. Planning

6. Allotments

14/24 The next Council Meeting will be held on the 18th June 2024 at 7.45 pm
The Blackwell The Common WD4 9BS.